



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Contract

Order Date: 05-05-2025

CORRECT ORDER NUMBER MUST APPEAR
ON ALL PACKAGES, INVOICES, AND
SHIPPING PAPERS. QUESTIONS
CONCERNING THIS ORDER SHOULD BE
DIRECTED TO THE DEPARTMENT
CONTACT.

Order Number:	CCT 0802 5010 DMV2400000001 8	Procurement Folder:	1262745
Document Name:	To provide support and assistance to GHSP	Reason for Modification:	Change Order 5 To renew contract
Document Description:	To provide support and assistance to GHSP		
Procurement Type:	Central Sole Source		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2023-10-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-09-30

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000100775 CAMBRIDGE SYSTEMATICS INC 101 STATION LANDING STE 410 MEDFORD MA 02155 US Vendor Contact Phone: 617-354-0167 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Bobby C Tipton Requestor Phone: (304) 926-3823 Requestor Email: bob.c.tipton@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
MANAGER ACCOUNTS PAYABLE DIVISION OF MOTOR VEHICLES 5707 MACCORKLE AVE. S.E., SUITE 200 CHARLESTON WV 25304 US	304-926-3960 DIVISION OF MOTOR VEHICLES RECEIVING AND PROCESSING 5707 MACCORKLE AVENUE, S.E. SUITE 200 CHARLESTON WV 25317 US

CR 5-7-25

Total Order Amount: \$1,018,696.7

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>5/10/2025</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>5/12/2025</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>5-12-25</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 5

Change Order 5 is issued to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Effective date of renewal: 10/1/25-9/30/26

Renewals remaining: One (1)

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101505	0.00000		0.000000	\$61,145.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: Highway Safety Plan/Annual Grant Application - Year 1**Extended Description:**

Highway Safety Plan/Annual Grant Application - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101505	0.00000		0.000000	\$39,580.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: Annual Report - Year 1**Extended Description:**

Annual Report - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101505	0.00000		0.000000	\$47,636.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: Annual observational Seat Belt Survey - year 1**Extended Description:**

Annual observational Seat Belt Survey - year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101505	0.00000		0.000000	\$58,354.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: Traffic Records Support - year 1**Extended Description:**

Traffic Records Support - year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	80101505	0.00000		0.000000	\$16,740.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: Regional Highway Safety PowerPoint Presentation - Year 1

Extended Description:

Regional Highway Safety PowerPoint Presentation - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	80101505	0.00000		0.000000	\$11,889.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: GHSP Procedure Manual - Year 1

Extended Description:

GHSP Procedure Manual - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	80101505	0.00000		0.000000	\$11,247.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: NHTSA Program Area Assessment Support - Year 1

Extended Description:

NHTSA Program Area Assessment Support - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	80101505	0.00000		0.000000	\$55,825.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: Distracted Driving Report - Year 1

Extended Description:

Distracted Driving Report - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	80101505	0.00000		0.000000	\$23,922.00
Service From	Service To	Manufacturer		Model No	
2023-10-01	2024-09-30				

Commodity Line Description: On-Call Tasks - Year 1

Extended Description:

On-Call Tasks - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	80101505	0.00000		0.000000	\$63,590.80
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: Highway Safety Plan/Annual Grant Application - Year 2

Extended Description:

Highway Safety Plan/Annual Grant Application - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	80101505	0.00000		0.000000	\$41,163.20
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: Annual Report - Year 2

Extended Description:
Annual Report - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	80101505	0.00000		0.000000	\$49,541.44
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: Annual observational Seat Belt Survey - Year 2

Extended Description:
Annual observational Seat Belt Survey - year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	80101505	0.00000		0.000000	\$60,688.16
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: Traffic Records Support - Year 2

Extended Description:
Traffic Records Support - year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	80101505	0.00000		0.000000	\$17,409.60
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: Regional Highway Safety PowerPoint Presentation - Year 2

Extended Description:
Regional Highway Safety PowerPoint Presentation - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	80101505	0.00000		0.000000	\$12,364.56
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: GHSP Procedure Manual - Year 2

Extended Description:
GHSP Procedure Manual - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	80101505	0.00000		0.000000	\$11,696.88
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: NHTSA Program Area Assessment Support - Year 2

Extended Description:
NHTSA Program Area Assessment Support - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
17	80101505	0.00000		0.000000	\$58,058.00
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: Distracted Driving Report - Year 2

Extended Description:
Distracted Driving Report - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
18	80101505	0.00000		0.000000	\$24,878.88
Service From	Service To	Manufacturer		Model No	
2024-10-01	2025-09-30				

Commodity Line Description: On-Call Tasks - Year 2

Extended Description:
On-Call Tasks - Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
19	80101505	0.00000		0.000000	\$66,134.43
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: Highway Safety Plan/Annual Grant Application - Year 3

Extended Description:
Highway Safety Plan/Annual Grant Application - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
20	80101505	0.00000		0.000000	\$42,809.73
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: Annual Report - Year 3

Extended Description:
Annual Report - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
21	80101505	0.00000		0.000000	\$51,523.10
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: Annual observational Seat Belt Survey - Year 3

Extended Description:
Annual observational Seat Belt Survey - year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
22	80101505	0.00000		0.000000	\$63,115.69
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: Traffic Records Support - Year 3

Extended Description:
Traffic Records Support - year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
23	80101505	0.00000		0.000000	\$18,105.98
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: Regional Highway Safety PowerPoint Presentation - Year 3

Extended Description:

Regional Highway Safety PowerPoint Presentation - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
24	80101505	0.00000		0.000000	\$12,859.14
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: GHSP Procedure Manual - Year 3

Extended Description:

GHSP Procedure Manual - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
25	80101505	0.00000		0.000000	\$12,164.76
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: NHTSA Program Area Assessment Support - Year 3

Extended Description:

NHTSA Program Area Assessment Support - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
26	80101505	0.00000		0.000000	\$60,380.32
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: Distracted Driving Report - Year 3

Extended Description:

Distracted Driving Report - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
27	80101505	0.00000		0.000000	\$25,874.04
Service From	Service To	Manufacturer		Model No	
2025-10-01	2026-09-30				

Commodity Line Description: On-Call Tasks - Year 3

Extended Description:

On-Call Tasks - Year 3



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Motor Vehicles

5707 MacCorkle Avenue, Southeast

Post Office Box 17300

Charleston, West Virginia 25317-0010 • (304) 558-3900

TDD: (800) 742-6991 • (800) 642-9066

Everett J. Frazier
Commissioner
Division of Motor Vehicles

Stephen T. Rumbaugh, P.E.
Secretary of Transportation
Commissioner of Highways

May 1, 2025

Cambridge Systematics, Inc.
101 Station Landing STE 410
Medford, MA 02155

RE: CCT DMV2400000001 – Support and Assistance to GHSP

The West Virginia Division of Motor Vehicles is requesting to renew year three of our current contract for the support and assistance to GHSP. The renewal effective dates are October 1, 2025 through September 30, 2026. If you agree to this renewal, please sign below and return to me at Georgina.davis@wv.gov. Please let me know if you have any questions.

Thank you.

Georgie Davis

We agree to renew the contract for the period stated above under the same terms and conditions as in the original purchase order and any change orders thereto.

Cambridge Systematics, Inc.

Steve A. Capaci Steve A. Capaci
Name/Signature

Chief Operating Officer
Title

05/01/2025
Date

WV Division of Motor Vehicles

[Signature]
Name/Signature

Commissioner WVDOT
Title

5/2/2025
Date

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CAMBRIDGE SYSTEMATICS, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	1/13/2009		1/13/2009	Foreign	Profit			

Organization Information			
Business Purpose	5416 - Professional, Scientific and Techincal Servies - Professional, Scientific and Techincal Servies - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)		Capital Stock
Charter County		Control Number	99CTZ
Charter State	MA	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses

Type

Address

Local Office Address

101 STANTON LANDING
SUITE 410
MEDFORD, MA, 02155

Mailing Address

101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155
USA

Notice of Process Address

Corporation Service Company
808 Greenbrier Street
Charleston, WV, 25311

Principal Office Address

101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155
USA

Type

Address

Officers

Type

Name/Address

Director

MARLENE CONNOR
101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155

Director

BRADFORD W. WRIGHT
101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155

President

BRADFORD W. WRIGHT
101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155

Secretary

SUSAN A. KRABBE
101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155

Treasurer

KAREN NOCITO
101 STATION LANDING
SUITE 410
MEDFORD, MA, 02155

Type

Name/Address



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"CAMBRIDGE SYSTEMATICS INC."



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