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

State of West Virginia
Delivery Order

Order Date: 05-29-2025

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:	CDO 0803 0081 DOT2300000011 11	Change Order No: 5	Procurement Folder:	1108293
Document Name:	Fleet Management System System Development 81230034		**Reason for Modification:**	
Document Description:	Fleet Management System System Development 81230034		Change Order 5 Updating the SOW	

Procurement Type:	Central Delivery Order
Buyer Name:	John W Estep
Telephone:	304-558-2566
Email:	john.w.estep@wv.gov
Shipping Method:	Best Way
Free on Board:	FOB Dest, Freight Prepaid

Master Agreement Number: CMA 0803 DOT2300000005 11

VENDOR	
Vendor Customer Code:	000000189604
ASSETWORKS INC	
1001 OLD CASSATT RD STE 204	
BERWYN	PA 19312
US	
Vendor Contact Phone:	2153541078 Extension:

Discount Details:

	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

DEPARTMENT CONTACT	
Requestor Name:	Sidney Oliver
Requestor Phone:	304-414-7119
Requestor Email:	jr.oliver@wv.gov

2025

FILE LOCATION _____

INVOICE TO	SHIP TO
INFORMATION TECHNOLOGY DIVISION	INFORMATION TECHNOLOGY DIVISION
DEPT. OF TRANSPORTATION	DEPT. OF TRANSPORTATION
1900 KANAWHA BLVD E, BLD. 5 RM-720	1900 KANAWHA BLVD E, BLD. 5 RM-720
CHARLESTON WV 25305	CHARLESTON WV 25305
US	US

Total Order Amount:	$1,427,980.00

Purchasing Division's File Copy

JE 6/12/25

PURCHASING DIVISION AUTHORIZATION
DATE: JWE 6-12-25
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 6-16-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 5 is issued to list new or changed billing milestones from the SOW. This change order will not increase the amount of the CDO just the billing milestones accordingly to all terms, condition, prices and specification contained in the original contract including all authorized change orders.

Effective date of Change 5/14/2025

Original Contract Price $1,427,980.00

Change Order No 03 increase: 0.00

Contract New Total: $1,427,980.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43233701	0.00000		$0.0000	$1,427,980.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**
2022-09-23	2026-03-31				2022-09-21

Commodity Line Description: DEVELOPMENT IMPLEMENTATION SUPPORT FLEET MGT SYSTEM

Extended Description:
SOFTWARE DEVELOPMENT, INSTALLATION, SUPPORT AND TRAINING

See attached Pricing Pages

1. Change Request Initiation

Title:	Reallocation of the Mock Data Conversion 1 & 2 Milestone budgets to Extended Postproduction Support and updates to the Oasis Asset Interface	Change Request #:	005.v2
Submitted Date:	5/14/2025	Expiration Date:	6/13/2025
Customer Account Name:	State of West Virginia, Division of Highways	Account Manager:	John Crane
Requested by:	Jeff Pifer	Contact Email:	Jeff.M.Pifer@wv.gov
Submitted by:	Hillary Drewelow	Contact Email:	Hillary.Drewelow@assetworks.com
Originated by:	Hillary Drewelow	Contact Email:	Hillary.Drewelow@assetworks.com
AssetWorks Project ID:	WVDOTDOH-EAM-P001 & WVDOTDOH-EAM-P002	Change Request Type:	Time & Material & Fixed Fee
PO # / Contract:	CDO DOT2300000011	JIRA #	FEC-1250

2. Change Request Overview

Reason for Change:	WVDOT has requested to reallocate the Mock Data Conversion 1 & 2 milestone budgets to the Extended Postproduction Support milestone budget. Additionally, they have requested updates to their custom Oasis Asset Interface.	
Impact on Scope?	Y	These services will reallocate Mock Data Conversion scope to the Extended Postproduction Support scope and add additional work effort to the project scope.
Impact on Quality?	Y	This change will enhance the overall quality of the implementation.
Impact on Resources?	Y	AssetWorks (AW) will reallocate resources to accommodate the Extended Postproduction Support milestone work effort & add additional resources to accommodate the interface design and deployment activities.
Impact on Schedule?	N	There will be no impact to the current project schedule.
Impact on Budget?	N	These services will not increase the current project budget due to the reallocation of existing project budget.

3. Change Request Budget Impact Analysis

Summary of Work Effort Change:	Reallocation of existing project budget to the Extended Postproduction Support milestone budget. For the updates to the Oasis Asset Interface Project Management, Professional Services, and Research and Development resources will be utilized in this work effort. This effort will provide a defined technical specification, interface development and QA, as well as delivery, configuration, and testing services for the alterations to the Oasis Asset interface.

4. Change Request Description, Terms & Assumptions

Change Request Description:	**Request Summary (Overview)**
	Reallocate the budget for the Mock Data Conversion Milestones 20.1 and 21.1:
	• EAM-20.1: Mock Data Conversion 1 - Load 3 Years Historical Work Order Detail - $35,111.87
	• EAM-21.1: Mock Data Conversion 2 - Load 3 Years Historical Work Order Detail - $35,111.87
	The above budget amounts will be reallocated to the following WVDOTDOT-EAM-P002 project's Extended Postproduction Support (T&M) milestone in the amount of $286,120.82 after reducing the below interface milestones from the entire budget. Reference Section 6 for specific details.
	AssetWorks will create a modification to the interface (Oasis Asset – Import Interface) that will change the following:
	• Strip the trailing spaces from the Make Field.for PR-7
	• Create a new variable vars.Currentlocation to populate the eq_main.loc_current_loc field.
	• Create new variable vars.AccountID to populate the eq_main.acct_acct_code field.
	AssetWorks will create group rows for the Inspections based on the PM Program Class:
	• Group Rows for inspections to be created in (eq_inspection_svcs)
	• The inspection service must be the Task Type: INSPECTION
	• External data mapping will be required for group rows and task type.
	VERSION & TIMELINE REQUESTED
	Delivery timeline to be determined by AssetWorks after signing. Supported current FleetFocus FA or AssetWorks EAM Versions, such as 24.x forward.
Unique Assumptions:	• No other changes to the existing scope or existing assumptions from the prior specification or deliverable are included.
	• Interface errors/rejects, as defined in the specification, will be sent to MAXQueue error handler for processing, as standard. Customer is responsible for management of rejects; standard error processing rules and logic of FleetFocus FA or AssetWorks EAM will apply.
	• During this project, the customer must ensure their Test system version matches the version in Production until the interface final testing is approved (signed-off by the customer). Otherwise, a Change Request may be required to make the interface compatible to a prior version.
Professional Services Standard Terms & Assumptions:	The terms and conditions noted in the Statement of Work will apply to this change request.

AssetW⚙RKS

5. Change Request Acceptance

As of the date below, **WVDOT** acknowledges this change request to be necessary and approves the adjustment defined below. Any further change will be evaluated and managed as a separate change request. Costs are based on a Time and Materials and Fixed Fee basis and do not include applicable taxes. All prices are in USD.

This change request is to AssetWorks project numbers **WVDOTDOH-EAM-P001** and **WVDOTDOH-EAM-P002**. Except as provided in this change request, the agreement for that project is in full force and effect.

6. List of New or Changed Items – Billing Milestone(s)

Milestone #	New (Y/N)	Description	Existing Budget	New Budget	Total Change
EAM-20.1	N	Mock Data Conversion 1 - Load 3 Years Historical Work Order Detail	$ 35,111.87	$ 0.00	($35,111.87)
EAM-21.1	N	Mock Data Conversion 2 - Load 3 Years Historical Work Order Detail	$ 35,111.87	$ 0.00	($35,111.87)
CR-007-1	Y	Approved Updates to Oasis Asset Interface *Specification*	$ 0.00	$4,180.00	$4,180.00
CR-007-2	Y	Deliver Updates to Oasis Asset Interface in MAXQueue Package for Download	$ 0.00	$4,400.00	$4,400.00
CR-002-1	Y	Extended Postproduction Support	$224,477.08	$286,120.82	$ 61,643.74
Change Request Total					$ 0.00

7. Authorized Signatures

Customer Authorized Representative:	WVDOT JEFFREY M. PIFER
Signature:	*Jeffrey M.* Date: 5/27/25
AssetWorks Authorized Representative:	Greg Richards, General Manager
Signature:	*[signature]* Date: 5/14/2025