

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

## State of West Virginia Master Agreement

Order Date: 05-21-2025

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:	CMA 1300 1300 STO2000000001 8	Procurement Folder:	558719
Document Name:	Web based Unclaimed Property System	Reason for Modification:	
Document Description:	Web based Unclaimed Property System	Change Order 07 To Renew and Increase Contract	
Procurement Type:	Central Sole Source		
Buyer Name:		1	
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2019-08-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-07-12

	VENDOR			DEPARTMENT CONTACT
Vendor Customer Code:	000000100899		Requestor Name:	Kevin L Bowling
KELMAR ASSOCIATES LLC			Requestor Phone:	304-558-5000
500 EDGEWATER DR STE	525		Requestor Email:	lee.bowling@wvsto.gov
WAKEFIELD	МА	01880		
US				
Vendor Contact Phone:	781-213-6926 Extensi	on: 207		2025
Discount Details:			A FI	ILE LOCATION
Discount Allowed	Discount Percentage	Discount Days	_	
#1 No	0.0000	0	<b>=</b>	
# <b>2</b> No				
#3 No				
#4 No				

INVOICE TO		SHIP TO		
WEST VIRGINIA STATE TREASURERS OFFICE		WEST VIRGINIA STATE TREAS	URERS OFFICE	
322 70TH ST SE		322 70TH ST SE		
CHARLESTON	WV 25304	CHARLESTON	WV 25304	
us		us		

Purchasing Division's File Copy

Total Order Amount: Open End

TW 5/21/25

PURCHASING DIVISION AUTHORIZATION

ELECTRONIC SIGNATURE ON ELLE

ATTORNEY GENERAL APPROVAL AS TO FORM

EL CTRONIC SIGNATURE ON LE

ENCUMBRANCE CERTIFICATION

DATE: 5-23-2

**ELECTRONIC SIGNATURE ON FILE** 

Page: 1

Date Printed: May 22, 2025 Order Number: CMA 1300 1300 STO2000000001 8

#### **Extended Description:**

Change Order

Change Order No. 7 is issued to renew the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders, except that the contract unit prices, and hourly rates, are increased as defined in the attached documentation.

Effective date of renewal 07/13/2025 through 07/12/2026

Renewal Years Remaining: as extended by mutual agreement by both parties.

No other changes.

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81112201				0.000000
	Service From	Service To		Service Contract Amount	
	2020-07-13 2021-07-12			0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

First Year Contract

Annual Fee \$250,000

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	81112201				0.000000
	Service From	Service To 2022-07-12		Service Contract Amount	
	2021-07-13			0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

Second Year Contract

Annual Fee \$257,500

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21110	81112201				0.000000
3	Service From	Service To		Service Con	tract Amount
	2022-07-13	2023-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

Third Year Contract

Annual Fee: \$265,225

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4 81112201				0.000000	
	Service From	Service To		Service Contract Amount 0.00	
	2023-07-13	2024-07-12			

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

Fourth Year Contract

Annual Fee \$273,181.75

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	81112201				0.000000
	Service From Service To		Service Contract Amoun		
				0.00	

Maintenance or support fees

**Extended Description:** 

Fifth Year Contract

Annual Fee \$281,377.20

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	81112201				0.000000
	Service From	Service To		Service Contract Amount	
2019-08-15		2020-07-12		0,00	

Commodity Line Description:

**Data Conversion and Implementation Services** 

**Extended Description:** 

Implementation and Integration Services

One Time Charge: \$50,000

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	43232202				0.000000
	Service From	Service To	Service To		tract Amount
	2019-08-15	2026-07-12		0.00	

**Commodity Line Description:** 

Document management software

**Extended Description:** 

Integration of the State's Existing Imaging System

\$2,800 which represents 16 hours of development work at \$175.00 per hour.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	81112205				0.000000
	Service From         Service To           2020-07-13         2021-07-12			Service Cont	ract Amount
			-07-12 0.00		

**Commodity Line Description:** 

Document management software support

**Extended Description:** 

OnBase Imaging Solution. KAPS Imaging & Document Management module

First Year \$35,000

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	81112205				0.000000
	Service From	Service To	<b>Service To</b> 2022-07-12		ract Amount
	2021-07-13	2022-07-12			

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Commodity Line Description:

Document management software support

**Extended Description:** 

OnBase Imaging Solution. KAPS Imaging & Document Management module

Year 2 \$36,050.00

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	81112205				0.000000
	Service From	Service To		Service Cont	rnot Amount
	Service From	Service 10		Service Cour	act Amount

Document management software support

**Extended Description:** 

OnBase Imaging Solution. KAPS Imaging & Document Management module

Year 3 \$37,131.50

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	81112205				0.000000
	Orandon Farm	O		0 : 0 1	4.6.
	Service From	Service To		Service Cont	ract Amount

Commodity Line Description:

Document management software support

**Extended Description:** 

OnBase Imaging Solution. KAPS Imaging & Document Management module

Year 4 \$38,245.45

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	81112205				0.000000
	Service From	Service To		Service Contract Am	nount
	2024-07-13	2025-07-12		0.00	

**Commodity Line Description:** 

Document management software support

**Extended Description:** 

OnBase Imaging Solution. KAPS Imaging & Document Management module

Year 5 \$39,392.81

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	81112205				0.000000
	Service From	Service To		Service Cont	ract Amount
	2020-07-13	2021-07-12		0.00	

**Commodity Line Description:** 

Document management software support

**Extended Description:** 

Document storage in excess of 1 Terabyte

First Year \$500.00/month

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price	
14	81112205				0.000000	
	Service From	Service To		Service Cont	ract Amount	
2021-07-13		2022-07-12		0.00	0.00	

**Commodity Line Description:** 

Document management software support

**Extended Description:** 

Document storage in excess of 1 Terabyte

Second Year \$515.00/month

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 FORM ID: WV-PRC-CMA-002
 2020/01

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	81111902				0.000000
	Service From	Service To		Service Cont	ract Amount
	2020-07-13	2026-07-12		0.00	

Online database information retrieval service

#### **Extended Description:**

LexisNexis Authentication/ID Verification

\$1.25 per claimant and

\$0.04 per unique owner record when processed in a batch or:

\$0.25 Property Owner Identification Verification Services when processed individually.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	81111902				0.000000
	Service From	Service To		Service Cont	ract Amount
	2019-08-15	2025-07-12		0.00	

Commodity Line Description:

Online database information retrieval service

#### **Extended Description:**

Tax Department Batch Job

One time fee \$4,800 which represents 16 hours of development work at \$175 per hour and 16 hours of Quality Assurance at \$125 per hour.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	81111902				0.000000
	Service From	Service To		Service Contr	act Amount
	2019-08-15	2026-07-12		0.00	

**Commodity Line Description:** 

Online database information retrieval service

#### **Extended Description:**

Child Services "Intercept" file

One time fee of \$4,800 which represents 16 hours of development work at a cost of \$223.00 per hours and 16 hours of Quality Assurance at a cost of \$190.00 per hour.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	81112205				0.000000
	Service From	Service To		Service Con	tract Amount
	2022-07-13	2023-07-12		0.00	

**Commodity Line Description:** 

Document management software support

#### **Extended Description:**

Document storage in excess of 1 Terabyte

Third Year \$530.45/month

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	81112205				0.000000
	Service From	Service To		Service Conf	tract Amount
	2023-07-13	2024-07-12		0.00	

Commodity Line Description:

Document management software support

#### **Extended Description:**

Document storage in excess of 1 Terabyte

Fourth Year \$546.36/month

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 FORM ID: WV-PRC-CMA-002 2020/01

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	81112205				0.000000
	Service From	Service To		Service Cont	ract Amount

Document management software support

**Extended Description:** 

Document storage in excess of 1 Terabyte

Fifth Year \$562.75/month

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	81111902				0,000000
	Service From	Service To		Service Cont	ract Amount
	2019-08-15	2020-08-14		0.00	

Commodity Line Description:

Online database information retrieval service

#### **Extended Description:**

Law Enforcement Reports

One time fee of \$5,200 which represents 24 hours of development work at a cost of \$175 per hour and 8 hours of Quality Assurance at a cost of \$125 per hour.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	81112201				0.000000
	Service From	Service To		Service Cont	ract Amount
				4011100 40110	aot Amount

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Project Manager - \$300 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	81112201				0.000000
	Service From	Service To		Service Cont	ract Amount
	2019-08-15	2025-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

New Work / Additional Interface & Integration

Software Development / Technical Developer - \$175 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	81112201				0.000000
	Service From Service To		Service Contract Amount		
	2019-08-15	2025-07-12		0.00	

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**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Software Developer / Business Analyst - \$150 per hour

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26			0.000000		
	Service From	Service To		Service Cont	
	2019-08-15	2026-07-12		0.00	

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Testing Lead - \$125 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	81112201				0.000000
	Service From Service To	Service From Service To		Service Contract Amount	
	2019-08-15	2026-07-12		0.00	ade / illouit

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Training Lead - \$125 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
28	81112201 Service From Service To		0.000000		
		Service To		Service Cont	
	2019-08-15	2025-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Technical Support Team - \$125 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
30	81112201				0.000000
	Service From	Service To		Service Conf	tract Amount
	2019-11-07	2026-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

NCOA Claims Validation

Cost per hit to Melissa Data's NCOA \$.05/Hit

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
31	Service From Service To		0.000000		
			Service Cont		
	2019-11-07	2026-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

Owner Outreach Mailings

Acquiring best address & deceased indicator \$.50/owner

Outreach batch processing \$100/hour

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
32	Commodity Code Manufacturer Model No 84111502 Service From Service To	Oille	0.000000		
	Service From	Service To		Service Contract Amount	
				0.00	

Implementation - Penalties & Interest Module

**Extended Description:** 

Development for WV specific code on penalties and interest; development of invoice(s)

65 Hours @ \$175/Hour \$11,375.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
33	84111502				0.000000
	Service From	Service To		Service Cont	
				0.00	

Commodity Line Description:

Implementation Services - QA - Penalty & Interest Module

**Extended Description:** 

Quality Assurance

85 Hours @ \$125/Hour \$10,625.00 (Estimate)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	81112201			Unit Service Contr	0.000000
	Service From	Service From Service To		Service Cont	
	2019-11-07	2026-07-12		0.00	. doc7 iniounic

Commodity Line Description:

Fraud Index Verifications

**Extended Description:** 

Kelmar Fraud Index - enable on website and in KAPS

\$.50 per Claim filed online

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
35	81111902  Service From Service To		0.000000		
	Service From	Service To		Service Contract Amount	
	2021-11-15	2025-07-12		0.00	

**Commodity Line Description:** 

Online database information retrieval service

**Extended Description:** 

Data Match - LexisNexis Best Match, including deceased indicate

Per item price: .35 (thirty-five cents)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
36	81112205				0.000000
	Service From	Service To		Service Cont	
	2025-07-13	2026-07-12		0.00	Table 7 through

**Commodity Line Description:** 

Document management software support

**Extended Description:** 

OnBase Imaging Solution. KAPS Imaging & Document Management module

Year 6 \$41,791.83

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
37	81112205				0.000000
	Service From	Service To		Service Conf	ract Amount
	2025-07-13	2026-07-12		0.00	

Document management software support

**Extended Description:** 

Document storage in excess of 1 Terabyte

Sixth Year \$597.02/month

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
88	81112201				0.000000
	Service From	Service To		Service Contract Amount	
	2025-07-13	2026-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Project Manager - \$218 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price	
9	81112201				0.000000	
	Service From	Service To		Service Conf	ervice Contract Amount	
	2025-07-13	2026-07-12		0.00		

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Software Development / Technical Developer - \$223.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
40	81112201				0.000000
	Service From	Service To		Service Contract Amount	
	2025-07-13	2026-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

**Extended Description:** 

New Work / Additional Interface & Integration

Software Developer / Business Analyst - \$218.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
41	81111902				0.000000
	Service From	Service To		Service Cont	
	2025-07-13	2026-07-12		0.00	

**Commodity Line Description:** 

Online database information retrieval service

**Extended Description:** 

Data Match - LexisNexis Best Match, including deceased indicate

Per item price: \$1.25

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
42	81112201				0.000000
	Service From	Service To		Service Contract Amount	
	2025-07-13	2026-07-12		0.00	

Maintenance or support fees

#### **Extended Description:**

New Work / Additional Interface & Integration

Software Development / Quality Assurance - \$190.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
43	81112201				0.000000
	Service From Service To			Service Contract Amount	
	2025-07-13	2026-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

New Work / Additional Interface & Integration

Software Development / Business Intelligence - \$218.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
44	81112201				0.000000
	Service From Service To			Service Cont	ract Amount
	2025-07-13	2026-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

New Work / Additional Interface & Integration

Software Development / Executive Management - \$354.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
45	81112201				0.000000
	Service From	Service To		Service Conf	ract Amount
	2024-07-13	2025-07-12		0.00	

**Commodity Line Description:** 

Maintenance or support fees

#### **Extended Description:**

Sixth Year Contract

Annual Fee \$289,818.57

Date Printed: May 22, 2025 Order Number: CMA 1300 1300 STO2000000001 8

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LARRY PACK STATE TREASURER

# OFFICE OF THE STATE TREASURER PHONE: 304-558-5000 or 1-800-422-7498 www.wvtreasury.gov

STATE CAPITOL, ROOM E-145 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305

May 20, 2025 Via Electronic Communication

Tanya Whitlow Kelmar Associates LLC 500 Edgewater Drive, Suite 525 Wakefield, MA 01880

Subject: Web-Based Unclaimed Property System Renewal/Support with Price Increase (Contract CMA STO20000001) – Ch Order #07

The WV State Treasurer's Office is offering to <u>renew the above contract</u> under the same terms and conditions as contained in the original contract including all authorized change orders, <u>under the increased pricing as per the attachment</u>. The renewal dates are 7/13/2025 through 7/12/2026. If your company agrees to this extension, please sign below, and return to my attention, for processing (email, fax or US Postal Service).

Sincerely,

Director of Purchasing

Phone: 304-341-0752 / Fax: 304-340-1518

Email: lee.bowling@wvsto.gov / purchasing@wvsto.gov

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

Natura Signature

May 20, 2025

Date

David P. Kennedy, General Counsel & Member

Printed Title





# West Virginia KAPS Year 1 Renewal Pricing 7/13/2025 – 7/12/2026

## Pricing:

Description	Cost	Per
KAPS including State Website	\$289,818.57	Annual
OnBase	\$41,791.83	Annual
OnBase Storage	\$597.02	Month; per TB when additional TB is needed
LexID	\$0.04	Eligible owner
FastTrack	\$1.25	Eligible claim
Data Match	\$1.25	Owner sent to Lexis for authentication
KFI	\$0.50	Claim created via Website
NCOA	\$0.05	Claim sent to NCOA
Outreach	\$100	Hour
Best Address	\$0.50	Eligible owner

## **Development Rates:**

Development rates to be used when creating cost estimates for new work will be as follows:

Description	Rate	Per
Development	\$223.00	Hour
Quality Assurance	\$190.00	Hour
Business Intelligence	\$218.00	Hour
Business Analyst	\$218.00	Hour
Project Manager	\$218.00	Hour
<b>Executive Management</b>	\$354.00	Hour

Signature: Tanya Whitlow

Date: 5/3

5/20/2025

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## West Virginia Secretary of State — Online Data Services

## **Business and Licensing**

Online Data Services Help

## **Business Organization Detail**

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

## **KELMAR ASSOCIATES, LLC**

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	11/6/2007		11/6/2007	Foreign	Profit			

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)	Capit	al Stock		
Charter County			ontrol mber	98004	
Charter State	DE	Exces	es Acres		× Close
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At Will Ferm Years		Pa	Report	•	

Addresses		
Туре	Address	
Designated Office Address	500 EDGEWATER DRIVE, SUITE 525 WAKEFIELD, MA, 01880	
Mailing Address	500 EDGEWATER DRIVE, STE 525 WAKEFIELD, MA, 01880 USA	
Notice of Process Address	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561	
Principal Office Address	500 EDGEWATER DRIVE, STE 525 WAKEFIELD, MA, 01880 USA	
Гуре	Address	

Officers	
Туре	Name/Address
Membe	DAVID P KENNEDY 500 EDGEWATER DRIVE, STE 525 WAKEFIELD, MA, 01880
Membe	MICHAEL J LEBLANC 500 EDGEWATER DRIVE, STE 525 WAKEFIELD, MA, 01880
Membei	MARK S. MCQUILLEN 500 EDGEWATER DRIVE, STE 525 WAKEFIELD, MA, 01880
Member	MARK X RUSSO 500 EDGEWATER DRIVE, SUITE 525 WAKEFIELD, MA, 01880
Гуре	Name/Address  Hi, I'm SOLO! I can help

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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, May 22, 2025 — 10:26 AM

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