



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: 09-17-2025

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 0511 3839 BSS2600000005 1	Change Order No:	Procurement Folder:	1791763
Document Name:	CHILD WELFARE MOBILE APPLICATION COMMUNICATION SOFTWARE		Reason for Modification:	
Document Description:	CHILD WELFARE MOBILE APPLICATION COMMUNICATION SOFTWARE			
Procurement Type:	Central Delivery Order			
Buyer Name:	Crystal G Hustead			
Telephone:	(304) 558-2402			
Email:	crystal.g.hustead@wv.gov			
Shipping Method:	Best Way		Master Agreement Number: CMA 0511 BSS2500000003 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000019201 ELIXIR LAB USA INC 267 KENTLANDS BLVD STE 5092  GAITHERSBURG MD 20878 US Vendor Contact Phone: 3123423776 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>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Anthony J Walizer Requestor Phone: (304) 356-2915 Requestor Email: anthony.j.walizer@wv.gov  <b>2026</b> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES  BSS - COMMISSIONER'S OFFICE  350 CAPITOL ST, RM 730  CHARLESTON WV 25301-3711  US	ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES  BSS - COMMISSIONERS OFFICE  350 CAPITOL ST, RM 730  CHARLESTON WV 25301-3711  US

Total Order Amount: \$3,597,414.40

Purchasing Division's File Copy

CH 9/18/25  
PURCHASING DIVISION AUTHORIZATION  
DATE: 9/18/25  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: 9-18-25  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Delivery Order for CHILD WELFARE MOBILE APPLICATION COMMUNICATION SOFTWARE

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	83121700	0.00000		\$0.0000	\$1,792,840.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	<b>Delivery Date</b>
2025-06-01	2027-05-31				

**Commodity Line Description:** Child Welfare mobile application**Extended Description:**

Implementation Years 1-2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	83121700	0.00000		\$0.0000	\$593,610.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	<b>Delivery Date</b>
2027-06-01	2028-05-31				

**Commodity Line Description:** Child Welfare mobile application**Extended Description:**

Maintenance and Operations - Year 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	83121700	0.00000		\$0.0000	\$593,610.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	<b>Delivery Date</b>
2028-06-01	2029-05-31				

**Commodity Line Description:** Child Welfare mobile application**Extended Description:**

Maintenance and Operations - Year 4

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	83121700	0.00000		\$0.0000	\$617,354.40
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	<b>Delivery Date</b>
2029-06-01	2030-05-31				

**Commodity Line Description:** Child Welfare mobile application**Extended Description:**

Maintenance and Operations - Year 5

Ok  
 Althea Greenhow

Appendix C: Cost Workbook
Vendor: Elivir Lab USA Inc (d/b/a Cardinality.ai)

Notes
The costs on this worksheet will be automatically calculated using the information entered on the other worksheets. It is the responsibility of the Vendor to ensure spreadsheet calculations are correct.

Description	Total Cost Summary								Total Costs
	Implementation Years 1-2	Maintenance & Operations - Base Term			Optional Term 1			Optional Term 3	
		Year 3	Year 4	Year 5	Year 6	Year 7	Year 8		
Project Deliverables & Project Management	\$ 1,670,400.00								\$ 1,670,400.00
Licensing - Subscription	\$ 122,440.00	\$ 593,610.00	\$ 593,610.00	\$ 617,354.40	\$ 617,354.40	\$ 617,354.40	\$ 642,048.58		\$ 3,803,771.78
Total	\$ 1,792,840.00	\$ 593,610.00	\$ 593,610.00	\$ 617,354.40	\$ 617,354.40	\$ 617,354.40	\$ 642,048.58		\$ 5,474,171.78

Appendix C: Cost Worksheet  
 Vendor: Esch Lab USA Inc. (d/b/a Cardinality, al)

Implementation Services (Hourly Rates)	
Staff Position	Rate
Account Manager	\$ 150.00
Project Manager	\$ 125.00
Business Lead	\$ 120.00
Technical Lead	\$ 130.00
Implementation Manager	\$ 125.00
Operations Manager	\$ 120.00
Quality Assurance Manager	\$ 110.00
Testing Manager	\$ 110.00
Information Security Architect/Privacy Data Protection Officer	\$ 140.00
Developer	\$ 110.00
Tester	\$ 100.00
Integration Lead	\$ 120.00
Solution Architects	\$ 120.00
UI/UX Designer	\$ 100.00
Support Engineer	\$ 100.00

Maintenance and Operations Services (Hourly Rates)									
Staff Position	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9
Account Manager	\$ 150.00	\$ 150.00	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
Project Manager	\$ 125.00	\$ 125.00	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120
Business Lead	\$ 120.00	\$ 120.00	\$ 125	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ 130
Technical Lead	\$ 130.00	\$ 120.00	\$ 125	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ 130
Implementation Manager	\$ 125.00	\$ 125.00	\$ 130	\$ 130	\$ 130	\$ 135	\$ 135	\$ 135	\$ 135
Operations Manager	\$ 120.00	\$ 120.00	\$ 125	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ 130
Quality Assurance Manager	\$ 110.00	\$ 110.00	\$ 110	\$ 110	\$ 110	\$ 115	\$ 115	\$ 115	\$ 115
Testing Manager	\$ 110.00	\$ 110.00	\$ 110	\$ 110	\$ 110	\$ 115	\$ 115	\$ 115	\$ 115
Information Security Architect/Privacy Data Protection Officer	\$ 140.00	\$ 140.00	\$ 146	\$ 146	\$ 146	\$ 151	\$ 151	\$ 151	\$ 151
Developer	\$ 110.00	\$ 110.00	\$ 115	\$ 115	\$ 115	\$ 120	\$ 120	\$ 120	\$ 120
Tester	\$ 100.00	\$ 100.00	\$ 104	\$ 104	\$ 104	\$ 108	\$ 108	\$ 108	\$ 108
Integration Lead	\$ 120.00	\$ 120.00	\$ 125	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ 130
Solution Architects	\$ 120.00	\$ 120.00	\$ 125	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ 130
UI/UX Designer	\$ 100.00	\$ 100.00	\$ 104	\$ 104	\$ 104	\$ 108	\$ 108	\$ 108	\$ 108
Support Engineer	\$ 100.00	\$ 100.00	\$ 104	\$ 104	\$ 104	\$ 108	\$ 108	\$ 108	\$ 108

Notes

This tab must be used to provide contractor/subcontractor hourly labor rates for the various classifications and grades of personnel. Applicable purchase, delivery, tax, services, salary, license, travel, per diem, Vendor's staff training, project facility, and any other expenses associated with the delivery and implementation of the proposed items must be included in the Vendor's costs and fixed hourly rates.

The Agency will use the "Labor Rates" supplied by the Vendor as a rate card for all future change requests during Implementation or Maintenance and Operations.

Vendor may include additional rows to describe the various classifications and grades of its personnel. Vendors may insert additional rows as required (e.g., a Senior-Level Programmer and a Junior-Level Programmer require two separate rows).

It is the responsibility of the Vendor to ensure spreadsheet calculations are correct.

# Appendix C: Cost Workbook

Vendor: Elixir Lab USA Inc (d/b/a Cardinality.ai)

Project Deliverables				
Instructions		Total Cost	Deliverable Cost	
The Agency has included required efforts and deliverables, but Vendors should add any additional deliverables that will be part of each effort and may reorder and renumber efforts or deliverables as needed. The Agency has also included a phased approach to the implementation of the communication system. The Agency will retain 10% of each payment milestone until system acceptance and Phase 2 transition to Operational Support.				
<b>Project Planning</b>				
<b>Payment Milestone 1: Project Planning Complete</b>		\$ 70,400.00		
D001	Project Kick-off Meeting		\$ 10,560.00	
D002	Final Project Management Plan		\$ 10,560.00	
D003	Requirements Refinement and Gap Analysis		\$ 35,200.00	
D004	Implementation Plan		\$ 14,080.00	
	Vendor to add other deliverables as needed		\$ -	
			\$ -	
			\$ -	
<b>Phase 1 Implementation</b>				
<b>Payment Milestone 2: Phase 1 System Go-Live</b>		\$ 711,360.00		
D006	Installation and Environmental Setup		\$ 67,392.00	
D007	Configuration and Customization		\$ 262,080.00	
D008	Interface Design and Development		\$ 82,368.00	
D009	Testing and Quality Assurance (including User Acceptance Testing [UAT])		\$ 104,832.00	
D010	Development of Video-Based Training and Materials		\$ 52,416.00	
D011	Tracking Video-Based Training Completion		\$ 59,904.00	
D012	Go-Live Readiness Assessment		\$ 22,464.00	
D013	Go-Live Support		\$ 22,464.00	
D014	Go-Live Event		\$ 37,440.00	
	Vendor to add other deliverables as needed		\$ -	
			\$ -	
			\$ -	
<b>Payment Milestone 3: Phase 1 System Post-Go-Live Support (90 days after Go-Live)</b>		\$ 37,440.00		
D016	Post-Go-Live Support (Transition to Operational Support)		\$ 37,440.00	
D017	Vendor to add other deliverables as needed		\$ -	
			\$ -	
<b>Phase 2 Implementation</b>				
<b>Payment Milestone 4: Phase 2 System Go-Live</b>		\$ 716,800.00		
D018	Configuration and Customization		\$ 250,880.00	
D019	Interface Design and Development		\$ 107,520.00	
D020	Testing and Quality Assurance (including User Acceptance Testing [UAT])		\$ 107,520.00	
D021	Development of Video-Based Training and Materials		\$ 50,176.00	
D022	Tracking Video-Based Training Completion		\$ 57,344.00	
D023	Go-Live Readiness Assessment		\$ 21,504.00	
D024	Go-Live Support		\$ 50,176.00	
D025	Go-Live Event		\$ 71,680.00	
	Vendor to add other deliverables as needed		\$ -	
			\$ -	
<b>Payment Milestone 5: Phase 2 System Post-Go-Live Support (90 days after Go-Live)</b>		\$ 134,400.00		
D027	Post-Go-Live Support (Transition to Operational Support)		\$ 134,400.00	
D028	Vendor to add other deliverables as needed		\$ -	
			\$ -	
<b>Additional Vendor Proposed Deliverables</b>		\$		
	Other (specify)		\$ -	
	Other (specify)		\$ -	
	Other (specify)		\$ -	
	Other (specify)		\$ -	
	Other (specify)		\$ -	
<b>Total Implementation Costs</b>		<b>\$ 1,670,400.00</b>		

**Appendix C: Cost Workbook**

**Vendor:**

***Elixir Lab USA Inc (d/b/a Cardinality.ai)***

Vendor must provide a response in each cost cell of this worksheet.

	Licensing or Subscription Costs							
	Implementation		Maintenance & Operations - Base Term			Optional Term 1	Optional Term 2	Optional Term 3
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Licensing	\$ 49,440.00	\$ -	\$ 237,810.00	\$ 237,810.00	\$ 247,322.40	\$ 247,322.40	\$ 247,322.40	\$ 257,215.30
Hosting	\$ 73,000.00	\$ -	\$ 183,000.00	\$ 183,000.00	\$ 190,320.00	\$ 190,320.00	\$ 190,320.00	\$ 197,932.80
Maintenance and Support	\$ -	\$ -	\$ 172,800.00	\$ 172,800.00	\$ 179,712.00	\$ 179,712.00	\$ 179,712.00	\$ 186,900.48
Subscription	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Licensing or Subscription Costs</b>	<b>\$ 122,440.00</b>	<b>\$ -</b>	<b>\$ 593,610.00</b>	<b>\$ 593,610.00</b>	<b>\$ 617,354.40</b>	<b>\$ 617,354.40</b>	<b>\$ 617,354.40</b>	<b>\$ 642,048.58</b>

# Appendix C: Cost Workbook

Vendor: Elixir Lab USA Inc (d/b/a Cardinality.ai)

Item #	Attachment	Attachment Section or Page	Description	Rationale	Cost Impact If Assumption is Invalid
1	Appendix C - Cost Proposal Form	5. Licensing-Subscription	The Cardinality solution will be hosted on AWS GovCloud for production instance	The Agency requires a Vendor-hosted Solution	\$ -
2	Appendix C - Cost Proposal Form	5. Licensing-Subscription	AWS Cloud Hosting includes four non-production Instances - Development, Integration Testing, UAT and Staging	The number of non-production environments included in the subscription or license	\$ -
3	Appendix C - Cost Proposal Form	5. Licensing-Subscription	The Cardinality SaaS license cost is provided for the following named users: Up to 850 staff and 660 other users.	The number of named users of the solution have been estimated based on the numbers mentioned in Table 1: Interested Parties and Estimated Group Sizes of the RFP document (CRFP BSS2500000001_Complete Solicitation Documents).  In the case of SNS Provider Agencies, State Counties (for legal community users) and CPAs, 5 named users have been assumed per provider group as each of these could have multiple staff involved in foster cases.	\$ -
4	Appendix C - Cost Proposal Form	5. Licensing-Subscription	No user license fees is charged for children/youth in foster care	Cardinality does not charge license fees for citizen users of the solution	\$ -
5	Appendix C - Cost Proposal Form	5. Licensing-Subscription	In the Licensing-Subscription tab, cost is not applicable for Year-2 of implementation as the implementation period is for 12 months only	The timeline for implementation of Phase-1 and Phase-2 will be 12 months as per the proposed implementation plan	\$ -
6	Addendum-1	Vendor Questions and Answers #144	Cardinality will leverage the DocuSign licenses of the Agency for e-signature	Cardinality solution can be integrated with digital signing tools such as DocuSign. The license for the same must be procured by the Agency Note: In the cost impact column, the DocuSign cost mentioned is per year	\$ 151,000.00
7	Appendix C - Cost Proposal Form	5. Licensing-Subscription	Cardinality SaaS license cost includes - Yearly 2 upgrades, monthly hot fixes and level 3 support	Inclusions in the SaaS license cost during M&O	\$ -
8	Addendum-1	Vendor Questions and Answers #18	All resources will be based out of the US	All resources are assumed to be based out of the US as per the response provided to vendor question in Vendor Questions and Answers	\$ -
9	Addendum-1	Vendor Questions and Answers #17	Data migration is not part of scope of work	As the data will remain in PATH, there is no need for data migration to the Cardinality solution	\$ -

10	Appendix B - Functional and Technical Requirements	2. Technical T.G.B	Cardinality will deliver a mobile responsive solution. Mobile application development is not part of the scope of work.	\$ 400,000.00
11	Appendix C - Cost Proposal Form	5. Licensing- Subscription	In the Licensing-Subscription tab, license cost includes Cardinality SaaS license and third party software cost. Hence no value is mentioned against subscription cost as it is not applicable	\$ -
12				\$ -
13				\$ -
14				\$ -
15				\$ -
16				\$ -
17				\$ -
18				\$ -
19				\$ -
20				\$ -

#### Notes

The Vendor is required to state all assumptions upon which its pricing is being determined. Insert as many lines as necessary to ensure all concerns are accurately expressed. Assumptions shall not conflict with the Terms and Conditions or Mandatory Requirements of this RFP.

The Vendor should provide pricing consistent with the following:

- Apply the pricing in accordance with the Terms and Conditions and Mandatory Requirements of the RFP.
- Clearly identify and explain all of the pricing assumptions made, upon which pricing is predicated including the cost/pricing impact if the assumption is invalid.
- State if any charge is subject to Special Conditions, and clearly specify those conditions and quantify their impact upon the charges.





STATE OF WEST VIRGINIA DEPARTMENT  
OF HUMAN SERVICES  
BUREAU FOR SOCIAL SERVICES

Alex J. Mayer  
Cabinet Secretary

**DATE:** September 17, 2025  
**TO:** OSA Purchasing  
**FROM:** Tony Walizer  
**SUBJECT:** Late Justification CDO BSS26\*5 PF1791763

Please accept our sincere apologies for the late submission of the delivery order for the CHILD WELFARE MOBILE APPLICATION COMMUNICATION SOFTWARE with a start date of 06/01/2025. Unfortunately, our finance team encountered funding-stream conflicts that required resolution before we could proceed. I'm pleased to inform you that these conflicts were fully resolved today, and we are submitting the delivery order immediately.

Please accept this memo as late justification for CDO BSS26\*5 PF1791763.

Thank You  
Tony

A handwritten signature in black ink that reads "Tony Walizer".

Ok  
A handwritten signature in black ink that reads "Alex J. Mayer".





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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

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#### ELIXIR LAB USA INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	5/5/2025		5/5/2025	Foreign	Profit			

Organization Information		
<b>Business Purpose</b>	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)	
<b>Capital Stock</b>		
<b>Charter County</b>	<b>Control Number</b>	
<b>Charter State</b>	DE	<b>Excess Acres</b>
<b>At Will Term</b>	<b>Member Managed</b>	
<b>At Will Term Years</b>	<b>Par Value</b>	
<b>Authorized Shares</b>	<b>Young Entrepreneur</b>	No

**Addresses**

Type	Address
<b>Local Office Address</b>	267 KENTLANDS BOULEVARD SUITE 5092 267 KENTLANDS BOULEVARD SUITE 5092 GAITHERSBURG, MD, 20878
<b>Mailing Address</b>	267 KENTLANDS BOULEVARD SUITE 5092 GAITHERSBURG, MD, 20878 USA
<b>Principal Office Address</b>	267 KENTLANDS BOULEVARD SUITE 5092 GAITHERSBURG, MD, 20878 USA
Type	Address

**Officers**

Type	Name/Address
<b>President</b>	THIAGARAJAN LOGANATHAN 12713 GREENBRIAR ROAD POTOMAC, MD, 20854
Type	Name/Address

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

Wednesday, September 17, 2025 — 8:03 AM

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## Subject: Governor's Office Approval of contracts over \$100,000

?

**Rosen, Bryan D** <bryan.d.rosen@ww.gov>  
to Wagner, Roberta A, Price, Robert L

Thu, Jan 23,

I spoke with Curtis early today. He relayed the following information for how we will process these through his office.

1. He would like a synopsis of the purchase. I would suggest in most cases we can pull the extended description populate that in the email to him.
2. Please note if there is a specific timeframe in the request.
3. Contracts will be reviewed at the Master Agreement level meaning that he will not be approving DOs.
4. Renewals for contracts over \$100,000 must be approved.

This process is going to be fluid and will likely morph as we move forward but this is the best information that I have today.

Bryan