



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

State of West Virginia Contract

Order Date: 07-29-2025

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:	CCT 0622 0622 PRS2300000001 8	Procurement Folder:	1089421
Document Name:	My Mobile Witness, Inc.	Reason for Modification:	Change Order No. 4 to renew contract
Document Description:	See Something Send Something Program		
Procurement Type:	Central Emergency Purchase		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-08-12
Free on Board:		Effective End Date:	2026-08-11

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000040830 MY MOBILE WITNESS INC 2009 MACKENZIE WAY STE 100 CRANBERRY TWP PA 16066 US Vendor Contact Phone: 4124804440 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: Herbert Mickey Skeens Requestor Phone: (304) 558-2350 Requestor Email: herbert.m.skeens@wv.gov 2026 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
PROTECTIVE SERVICES DIVISION OF BLDG 1, RM 152-A 1900 KANAWHA BLVD E CHARLESTON WV 25305 US	PROTECTIVE SERVICES BLDG 1 RM 152-A 1900 KANAWHA BLVD E CHARLESTON WV 25305 US

CR 7-31-25

Total Order Amount: \$600,000.00

Purchasing Division's File Copy

JA 7/29/2025

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tanya H 7/30/25</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>7-31-25</i> ELECTRONIC SIGNATURE ON FILE
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7/31/2025

Extended Description:

Change Order

Change Order No. 4 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 August 12,2025 through August 11,2026.

Renewal Years Remaining: Zero (0) year

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43230000	1.00000	EA	300000.000000	\$300,000.00
Service From	Service To	Manufacturer		Model No	
2022-08-12	2023-08-11				

Commodity Line Description: Year 1 - Build out and Maintenance

Extended Description:

See attached quote

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	1.00000	EA	100000.000000	\$100,000.00
Service From	Service To	Manufacturer		Model No	
2023-08-12	2024-08-11				

Commodity Line Description: Year 2 - Maintenance & Support

Extended Description:

See attached quote

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112200	1.00000	EA	100000.000000	\$100,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Year 3 - Maintenance & Support

Extended Description:

See attached quote

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112200	1.00000	EA	100000.000000	\$100,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Year 4 - Maintenance & Support

Extended Description:

See attached quote



State of West Virginia
Department of Homeland Security
Division of Administrative Services
1124 Smith Street
#2100
Charleston, WV 25301
(304) 558-2350



DOUGLAS P. BUFFINGTON, II
ACTING CABINET SECRETARY

TINA DESMOND
DIRECTOR

Date: June 13, 2025

My Mobile Witness Inc
2009 Mackenzie Way STE 100
Cranberry TWP, PA 16066

Subject: Contract Renewal

Contract Number: CCT PRS2300000001

Change Order # 4, Renewal # 3

The West Virginia Department of Homeland Security Division of Administrative Services on behalf of the Division of Protective Services is offering to renew the above listed contract under the same terms, conditions, and pricing as the original contract. This renewal will be for a twelve (12) month period. The renewal dates are August 12th, 2025, through August 11th, 2026. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Thank you,

Luke Ayers

Luke Ayers
Purchasing Manager

Attachment

We agree to renew the above-listed contract for the period stated above under the same terms, conditions, and pricing as the original contract.

[Signature]
Name/Signature

Chief Operating Officer

Title
Marc@mymobilewitness.net
Email Address

06/16/2025

Date

412-480-4440

Phone Number

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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.

MY MOBILE WITNESS, INC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/23/2022		6/23/2022	Foreign	Profit			

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

Addresses	
Type	Address
Local Office Address	2009 MACKENZIE WAY CRANBERRY TOWNSHIP, PA, 16066
Mailing Address	2009 MACKENZIE WAY CRANBERRY TOWNSHIP, PA, 16066 USA
Notice of Process Address	MY MOBILE WITNESS, INC 2009 MACKENZIE WAY CRANBERRY TOWNSHIP, PA, 16066
Principal Office Address	2009 MACKENZIE WAY CRANBERRY TWP, PA, 16066 USA
Type	Address

Officers	
Type	Name/Address
Director	SCOTT BULLENS 70 DEERWOOD DRIVE LITTLETON, CO, 80127
President	MARCUS ANTHONY 2034 TIMBERCREST DRIVE GREENSBURG, PA, 15601
Treasurer	RANDY ZORTMAN 8007 FINCH ROAD GIBSONIA, PA, 15044
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
SEE SOMETHING SEND SOMETHING	TRADENAME	6/23/2022	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
2/10/2025	CONVERSION OF HOME STATE FROM DE TO PA
Date	Amendment

Annual Reports	
Filed For	
2025	
2024	
2023	
Date filed	

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

Monday, July 28, 2025 — 3:00 PM

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All Words

e.g. 1606N020Q02



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Search Editor

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e.g. 123456789, Smith Corp

"MY MOBILE WITNESS, INC" Entity Location Status 

- ☒ Active
- ☐ Inactive

Reset Entity Information 

All Entity Information

Entities

Disaster Response Registry

Responsibility / Q



No matches found

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>JA</u> Date: <u>7/29/25</u> Solicitation No. <u>CO No.4</u>	Agency: Division of Protective Services Procurement Officer Submitting Requisition: Luke Ayers Requisition No. CCT PRS23*01 PF No.: 1089421
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> NA
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> NA
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> NA
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> NA
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> NA
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____