



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: 08-12-2025

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 DOT2400000030 11	Change Order No:	4	Procurement Folder:	1357424
Document Name:	Deighton Professional Service - TAMP			Reason for Modification:	Change Order 4 To reallocate funds amongst CLs 1, 3 & 5. No change to total amount
Document Description:	CO 4 Deighton Professional Service - TAMP (81240083)				
Procurement Type:	Central Delivery Order				
Buyer Name:	John W Estep				
Telephone:	304-558-2566				
Email:	john.w.estep@wv.gov				
Shipping Method:	Best Way			Master Agreement Number:	CMA 0803 DOT2400000009 11
Free on Board:	FOB Dest, Freight Prepaid				

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000233045 DEIGHTON ASSOCIATES LTD 1555 WENTWORTH ST UNIT 200  WHITBY ON L1N 9T6 CA Vendor Contact Phone: 9056656605 Extension: 132  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: Sidney Oliver Requestor Phone: 304-414-7119 Requestor Email: jr.oliver@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
INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION  1900 KANAWHA BLVD E, BLD. 5 RM-720  CHARLESTON WV 25305  US	INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION  1900 KANAWHA BLVD E, BLD. 5 RM-720  CHARLESTON WV 25305  US

Purchasing Division's File Copy

Total Order Amount: \$365,199.00

JE 8/15/25

PURCHASING DIVISION AUTHORIZATION  
DATE: 8-15-25  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: 8-15-25  
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order No. 4

To update CDO per the vendor change request form, dated 7/14/25 (attached):

- Increase amount of Line 1: add 15 hours
- Increase amount of Line 2: add 29 hours
- Decrease amount Line 5: remove 57 hours

Total CDO amount remains unchanged: \$365,199.00

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112200	223.00000	HOUR	\$285.0000	\$63,555.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: Deighton Professional Services - Project Mgt Rate - Sr. Rate

Extended Description:

Deighton Professional Services - Project Mgt Rate - Sr. Rate

Increase 15 hours, new total 223 hours

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	50.00000	HOUR	\$285.0000	\$14,250.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: Deighton Prof Svcs -dTIMS Software Dev. Personnel - Sr. Rate

Extended Description:

Deighton Prof Svcs -dTIMS Software Dev. Personnel - Sr. Rate

Decrease 250 hours, new total 50 hours

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112200	489.00000	HOUR	\$285.0000	\$139,365.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: Deighton Prof Svcs - Project Delivery Personnel - Sr. Rate

Extended Description:

Deighton Prof Svcs - Project Delivery Personnel - Sr. Rate

Increase 29 hours, new total 489 hours

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112200	0.00000		\$0.0000	\$28,400.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-01-15	2025-01-14				

Commodity Line Description: Deighton Prof Svcs-On-Site Supp1 Costs (3-day trip)-Sr. Rate

Extended Description:

Deighton Prof Svcs-On-Site Supp1 Costs (3-day trip)-Sr. Rate

Add 1 additional @ rate \$11,200, new total \$28,400

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81112200	491.04090	HOUR	\$220.0000	\$108,029.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: Deighton Prof Svcs - Project Delivery Personnel - Jr. Rate

Extended Description:  
Deighton Prof Svcs - Project Delivery Personnel - Jr. Rate  
Decrease 57 hours, new total 491.0409 hours

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	81112200	0.00000		\$0.0000	\$11,600.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-01-15	2025-01-14				

Commodity Line Description: Deighton Prof Svcs-On-Site Supp1 Costs (3-day trip)-Jr. Rate

Extended Description:  
Deighton Prof Svcs-On-Site Supp1 Costs (3-day trip)-Jr. Rate



<b>Change Request Title:</b> WV TAMP 4 Billing - Hours Reallocation Within Roles	
<b>Project:</b> 2023-035a TAMP 4	<b>Date:</b> 2025-07-14
<b>Change Requestor:</b> Nilotpal Chatterjee	<b>Change No:</b> 2023-035a CR3
<b>Change Category (Check all that apply):</b> <input type="checkbox"/> Duration/Schedule <input type="checkbox"/> Cost <input type="checkbox"/> Scope <input type="checkbox"/> Requirements/Deliverables <input type="checkbox"/> Testing/Quality <input checked="" type="checkbox"/> Resources <input type="checkbox"/> Product <input type="checkbox"/> Processes	
<b>Does this Change Affect (Check all that apply):</b> <input type="checkbox"/> Corrective Action <input type="checkbox"/> Preventative Action <input type="checkbox"/> Defect Repair <input type="checkbox"/> Updates <input checked="" type="checkbox"/> Other	
<b>Describe the Change Being Requested:</b> <p>Requesting to remove 57 hours from <i>Project Delivery Personnel – Junior</i> role and add 29 hours to the <i>Project Delivery Personnel – Senior</i> role and 15 hours to <i>Project Management – Sr</i> role. The roles have different rates:</p> <p><i>Project Delivery Personnel – Junior</i> role is \$220/hr.</p> <p><i>Project Dev Personnel – Senior</i> role is \$285/hr.</p> <p><i>Project Mgt Rate - Sr. Rate</i> is \$285/hr</p> <p>57hrs of <i>Project Delivery Personnel – Junior</i> = \$12,540</p> <p>29 hrs of <i>Project Dev Personnel – Senior</i> = \$8,265</p> <p>15 hrs of <i>Project Mgt Rate - Sr.</i> = \$4,275</p> <p>Total for Both Senior roles = \$12,540 (same as amount for Junior role)</p> <p><b>NOTE: there is no change in cost, just moving hours from one role to another.</b></p>	



# deighton

**Describe the Reason for the Change:**

Hours Reallocation -> The current contract ends on August 31, 2025. As we come towards the end of this contract, we are running out of hours for the *Project Delivery Personnel – Senior* role and the *Project Mgt Rate - Sr.* role while there are a lot of hours remaining for the *Project Delivery Personnel – Junior* role. I wanted to redistribute the hours as per the current reality of the project. The remaining hours at the end of June billing are mentioned below -

Role	Remaining Hours	Hours to be Added/Removed
DPS - Project Delivery Personnel - Jr. Rate	111.5	-57
DPS - Project Delivery Personnel - Sr. Rate	3	+29
DPS - Project Mgt Rate - Sr. Rate	0	+15

**Describe all Alternatives Considered:**

N/A

**Describe any Technical Changes Required to Implement this Change:**

N/A

**Describe Risks to be Considered for this Change:**

No risks. The overall budget and scope of the project will still be the same.

**Estimate Resources and Costs Needed to Implement this Change:**

No additional cost or resources to implement this change.

**Describe the Implications to Quality:**

No implication of quality. The scope and resources involved stay the same.

**Deighton Disposition:**

☒ Approve      ☐ Reject      ☐ Defer

**Justification of Approval, Rejection, or Deferral:**
**Client Approval:**

Name	Signature	Date
Gehan Elsayed	<small>DocuSigned by:</small>  <small>B8A9C2E9B9BD4CB...</small>	7/25/2025   2:18 PM EDT



Change Approver (Board Approval)		
Name	Signature	Date
Brock Deighton	<div>DocuSigned by:  CB23889785BB43D...</div>	8/12/2025   9:07 AM EDT

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Business Organization Detail

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DEIGHTON ASSOCIATES LTD.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	5/13/1992		5/13/1992	Foreign	Profit			

Organization Information			
Business Purpose	5182 - Information - Data Processing, Hosting, and Related Services - Data Processing, Hosting and Related Services		Capital Stock 0.0000
Charter County	Foreign Country		Control Number 0
Charter State	ONT		Excess Acres 0
At Will Term	Member Managed		
At Will Term Years			Par Value 0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	1555 WENTWORTH ST UNIT 200 WHITBY, ON, L1N 9T6
Mailing Address	1555 WENTWORTH ST UNIT 200 WHITBY, ON, L1N 9T6 CAN
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	1555 WENTWORTH ST UNIT 200 WHITBY, ON, L1N 9T6 CAN
Type	Address

Officers	
Type	Name/Address
Director	ROB PIANE 1555 WENTWORTH ST UNIT 200 WHITBY, ON, L1N 9T6
President	VICKI DEIGHTON 1555 WENTWORTH ST UNIT 200 WHITBY, ON, L1N 9T6
Type	Name/Address

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

Friday, August 15, 2025 — 9:35 AM

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Deighton Associates LTD



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