



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: 09-02-2025

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 STO230000001C 4	Procurement Folder:	1141210
Document Name:	Professional Audit Services for Unclaimed Property	Reason for Modification:	
Document Description:	Audit Services for Unclaimed Property	Change Order 03 To Renew Contract	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-12-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-11-30

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000005676 Discovery Audit Services LLC 7515 JEFFERSON HWY #244  BATON ROUGE LA 70806 US Vendor Contact Phone: 2259289175 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: Kevin L Bowling Requestor Phone: 304-558-5000 Requestor Email: lee.bowling@wvsto.com  <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
WEST VIRGINIA STATE TREASURERS OFFICE 322 70TH ST SE  CHARLESTON WV 25304 US	WEST VIRGINIA STATE TREASURERS OFFICE 322 70TH ST SE  CHARLESTON WV 25304 US

CR 9-24-25

Purchasing Division's File Copy

Total Order Amount:

Open End

PURCHASING DIVISION AUTHORIZATION

DATE: *9/24/2025*  
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: *9/24/2025*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *9-30-25*  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 03 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 12/01/2025 through 11/30/2026

Renewal Years Remaining: 1

No other changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84111600				0.000000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Audit services

**Extended Description:**

Audit/Collection of Property per section 4.1.21 of Specifications. Rate shall not exceed 10.5% As per vendors affirmation on Exhibit A Pricing Page as attached.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84111600				0.000000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Audit services

**Extended Description:**

Audit / Voluntary Compliance Program per section 4.2.10 of Specifications. Rate shall be flat rate of 9% As per vendors affirmation on Exhibit A Pricing Page as attached.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84111600				0.000000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Audit services

**Extended Description:**

Audit /Other Services per section 4.3.1 of Specifications. Rate shall not exceed \$100 per hour. As per vendors affirmation on Exhibit A Pricing Page as attached.



## State of West Virginia

OFFICE OF THE STATE TREASURER

PHONE: 304-558-5000 or 1-800-422-7498

[www.wvtreasury.com](http://www.wvtreasury.com)

LARRY PACK  
STATE TREASURER

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

August 5, 2025

Via Electronic Communication

J. King Woolf, III, President ([kwoolf@discoveryauditservicesllc.com](mailto:kwoolf@discoveryauditservicesllc.com))

**Discovery Audit Services, LLC.**

7515 Jefferson HWY #244

Baton Rouge, LA 70806

Subject: Audit Services for Unclaimed Property – Contract Renewal Request – Contract CMA  
STO23\*001

The WV State Treasurer's Office is offering to renew subject contract for an additional One Year period under the same terms, conditions as contained in the original contract. The dates of renewal will be 12/01/2025 through 11/30/2026. If your company agrees to this renewal, please sign below and return to my attention as soon as possible for processing (email, fax, or US Postal Service).

Sincerely,

Lee Bowling

Director of Purchasing

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

Email: [lee.bowling@wvsto.gov](mailto:lee.bowling@wvsto.gov) / [purchasing@wvsto.gov](mailto:purchasing@wvsto.gov)

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

Name/Signature

8-5-25

Date

Managing Member

Title

You are viewing this page over a secure connection. [Click here for more information.](#)

## 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.*

**DISCOVERY AUDIT SERVICES, LLC**

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	9/25/2017		9/25/2017	Foreign	Profit			

Organization Information			
<b>Business Purpose</b>	5419 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Other Professional/Scientific/Technical Services (marketing research, public opinion polling, photographic, translation & interpretation, veterinary services)		<b>Capital Stock</b>
<b>Charter County</b>		<b>Control Number</b>	0
<b>Charter State</b>	LA	<b>Excess Acres</b>	<div> <span>×</span> Close         </div>
<b>At Will Term</b>	A	<b>M</b>	<div>             Hi, I'm SOLO! I can help you file your Annual Report.           </div>
<b>At Will Term Years</b>		<b>Pa</b>	

**Authorized  
Shares**

**Young  
Entrepreneur**

Not Specified

## Addresses

Type	Address
<b>Designated Office Address</b>	7515 JEFFERSON HWY #244 BATON ROUGE, LA, 70806
<b>Mailing Address</b>	7515 JEFFERSON HWY #244 BATON ROUGE, LA, 70806 USA
<b>Notice of Process Address</b>	J. KING WOOLF, III 7515 JEFFERSON HWY #244 BATON ROUGE, LA, 70806
<b>Principal Office Address</b>	7515 JEFFERSON HWY #244 BATON ROUGE, LA, 70806 USA
Type	Address

## Officers

Type	Name/Address
<b>Member</b>	JOHN WOOLF 7515 JEFFERSON HWY #244 BATON ROUGE, LA, 70806
<b>Member</b>	CHRISTINE WOOLF 7515 JEFFERSON HWY #244 BATON ROUGE, LA, 70806
Type	Name/Address

## Annual Reports

Filed For	Hi, I'm SOLO! I can help you file your Annual Report.
2025	
2024	
2023	
2022	
2021	
2020	

2019
2018
<b>Date filed</b>

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

Wednesday, September 24, 2025 — 8:06 AM

© 2025 State of West Virginia

Hi, I'm SOLO! I can help  
you file your Annual  
Report.



**Revolutionary FAR Overhaul Impacts to SAM.gov** [Show Details](#)  
Aug 15, 2025

[See All Alerts](#)

**Records Retention Policy Impacts Old SAM Registration Data** [Show Details](#)  
May 21, 2025



[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

**Search**

All Words

e.g. 1606N020Q02




**Filter By**

### Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

**Simple Search**

**Search Editor**

- ☐ Any Words 
- ☐ All Words 
- ☐ Exact Phrase 

e.g. 123456789, Smith Corp

"Discovery audit serv" 

Entity 

Location 

Status 

- ☒ Active
- ☐ Inactive

Reset 

[Entity Information](#) 



[All Entity Information](#)

[Entities](#)

[Disaster Response Registry](#)

[Responsibility / Qu](#)



# No matches found

Your search did not return any results for active records.  
Would you like to include inactive records in your search results?

[Search Inactive](#)

[Go Back](#)



## Our Website

- [About This Site](#)
- [Our Community](#)
- [Release Notes](#)
- [System Alerts](#)

## Policies

- [Terms of Use](#)
- [Privacy Policy](#)
- [Restricted Data Use](#)
- [Freedom of Information Act](#)
- [Accessibility](#)


## Our Partners

- [Acquisition.gov](#)
- [USASpending.gov](#)
- [Grants.gov](#)
- [More Partners](#)

## Customer Service

- [Help](#)
- [Check Entity Status](#)
- [Federal Service Desk](#)
- [External Resources](#)
- [Contact](#)



**WARNING**

This is a U.S. General Services Administration Federal Government computer system that is **"FOR OFFICIAL USE ONLY."** This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

This system contains Controlled Unclassified Information (CUI). All individuals viewing, reproducing or disposing of this information are required to protect it in accordance with 32 CFR Part 2002 and GSA Order CIO 2103.2 CUI Policy.

**SAM.gov**  
An official website of the U.S. General Services Administration