



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: 07-11-2025

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 STO2400000001 3	Procurement Folder:	1278857
Document Name:	Microsoft Teams Voice Hardware	Reason for Modification:	Change Order 02 To Renew Contract
Document Description:	Voice Communications Equipment-Teams Platform		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-10-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-09-30

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000041625 CONVERGE TECHNOLOGY SOLUTIONS US LLC 165 Barr Street Lexington KY 40507 US Vendor Contact Phone: 3392144444 Extension:	Requestor Name: Kevin L Bowling Requestor Phone: 304-558-5000 Requestor Email: lee.bowling@wvsto.gov																				
Discount Details:	2026 FILE LOCATION _____																				
<table><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr><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></table>			Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
		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	MANAGER OFFICE SERVICES WEST VIRGINIA STATE TREASURERS OFFICE - WAREHOUSE 7300 MACCORKLE AVE SE CHARLESTON WV 25304 US

CR 7-31-25

Purchasing Division's File Copy

Total Order Amount: Open End

TW 7/29/25

PURCHASING DIVISION AUTHORIZATION
DATE: 7/30/25
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: 7/31/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 8-1-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 02 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: 10/01/2025 through 09/30/2026

Renewal Years Remaining: 1 (One)

No other changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	43000000			EA	220.000000
Service From		Service To	Service Contract Amount		
			0.00		

Commodity Line Description: Yealink MP56 Desk Phone

Extended Description:

Yealink MP56 Desk Phone - per Specifications - 3.1.1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	43000000			EA	190.000000
Service From		Service To	Service Contract Amount		
			0.00		

Commodity Line Description: Yealink WH66 Dual Headset

Extended Description:

Yealink WH66, Dual Headset Device - per Specifications - per Specifications - 3.1.2

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	43000000			EA	180.000000
Service From		Service To	Service Contract Amount		
			0.00		

Commodity Line Description: Yealink WH67 Headset

Extended Description:

Yealink WH67, Headset Device - per Specifications - per Specifications - 3.1.3



State of West Virginia

OFFICE OF THE STATE TREASURER

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

www.wvtreasury.com

LARRY PACK
STATE TREASURER

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

June 26, 2025

Ms. Karen Smallwood
Converge Technology Solutions US LLC
165 Barr Street
Lexington, KY 40507

Subject: CMA STO2400000001 Microsoft Teams Voice Hardware / Change Order #02 Renewal

The West Virginia State Treasurer's Office is offering to renew the above contract under the same terms, conditions in the original agreement including all authorized change orders. The renewal dates are 10/01/2025 through 09/30/2026. If your company agrees to this renewal, please sign below and return to my attention, for processing.

Should you have any questions about this letter, please feel free to give me a call.

Thank you,

Lee Bowling, Director of Purchasing

West Virginia State Treasurer's Office
Phone: 304-341-0752
Email lee.bowling@wvsto.gov

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

Signed by:

Karen Smallwood

Karen Smallwood

FD6598FB040A4D2...

Name/Signature
Director of Contracts
& Contract Governance

Title

6/26/2025

Date

1 1

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

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CONVERGE TECHNOLOGY SOLUTIONS US, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	10/21/2022		10/21/2022	Foreign	Profit			

Organization Information			
Business Purpose	5182 - Information - Data Processing, Hosting, and Related Services - Data Processing, Hosting and Related Services		Capital Stock
Charter County			Control Number
Charter State	DE		Excess Acres
At Will Term	A	Member Managed	MGR × Close
At Will Term Years	<div> <div>Pa</div> <div>Hi, I'm SOLO! I can help you file your Annual Report.</div> </div>		
Authorized Shares		Entr	

Addresses

Type	Address
Designated Office Address	165 BARR STREET LEXINGTON, KY, 40507
Mailing Address	30 TECHNOLOGY PARKWAY PEACHTREE CORNERS, GA, 30092 USA
Notice of Process Address	INCorp SERVICES, INC. 5098 WASHINGTON STREET WEST, SUITE 407 CHARLESTON, WV, 25313
Principal Office Address	130 TECHNOLOGY PARKWAY PEACHTREE CORNERS, GA, 30092 USA
Type	Address

Officers

Type	Name/Address
Manager	KAREN SMALLWOOD 165 BARR STREET LEXINGTON, KY, 40507
Manager	GREG BERARD 6 BLACKSTONE VALLEY PLACE, SUITE 205 LINCOLN, RI, 02885
Type	Name/Address

Annual Reports

Filed For
2025
2024
2023
Date filed

For more information, please contact the Secretary of State

Tuesday, July 29, 2025 — 8:29 AM

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



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



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e.g. 123456789, Smith Corp

"converge technology" 

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Toby Wilke</u> Date: <u>7/30/25</u> Solicitation No. <u>CMA STO 24 001</u>	Agency: WV STO <hr/> Procurement Officer Submitting Requisition: Lee Bowling <hr/> Requisition No. CMA STO24-001 <hr/> PF No.: 1278857
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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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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: _____

