



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: 02-03-2026

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CMA 0803 0058 DOT2400000034 3	<b>Procurement Folder:</b>	1283490
<b>Document Name:</b>	Accounting Consulting Professional Services	<b>Reason for Modification:</b>	Change Order 02 To Renew Contract
<b>Document Description:</b>	Accounting Consulting Professional Services		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>		<b>Effective Start Date:</b>	2024-03-01
<b>Free on Board:</b>		<b>Effective End Date:</b>	2027-02-28

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000007569	<b>Requestor Name:</b>	Anna Maria Catalano
Maher Duessel 503 MARTINDALE ST STE 600		<b>Requestor Phone:</b>	(304) 558-9422
PITTSBURGH PA 15212 US		<b>Requestor Email:</b>	maria.a.catalano@wv.gov
<b>Vendor Contact Phone:</b>	412.535.5550	<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
<b>Extension:</b>			
<b>Discount Details:</b>			
<b>#1</b>	No	0.0000	0
<b>#2</b>	No		
<b>#3</b>	No		
<b>#4</b>	No		

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS FINANCE & ADMINSTATION 1900 KANAWHA BLVD E, BLDG 6 RM 320 CHARLESTON WV 25305-0430 US	DIVISION OF HIGHWAYS FINANCE & ADMINISTRATION DIVISION 1900 KANAWHA BLVD E, BLDG 6 RM 320 CHARLESTON WV 25305-0430 US

*2/4/26 GC*

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

*JE 2/3/26*

<b>PURCHASING DIVISION AUTHORIZATION</b>
<b>DATE:</b> <i>2-4-26</i>
<b>ELECTRONIC SIGNATURE ON FILE</b>

<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b>
<b>DATE:</b> <i>2/9/2026</i>
<b>ELECTRONIC SIGNATURE ON FILE</b>

<b>ENCUMBRANCE CERTIFICATION</b>
<b>DATE:</b> <i>2-10-26</i>
<b>ELECTRONIC SIGNATURE ON FILE</b>

**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 03/01/2026 through 02/28/2027.

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84111600			HOUR	181.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Professional Services - Partner Onsite - Year 1

**Extended Description:**

Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84111600			HOUR	171.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Professional Services - Partner Remote - Year 1

**Extended Description:**

Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84111600			HOUR	158.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Professional Services - Senior Mgr. Onsite Year 1

**Extended Description:**

Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	84111600			HOUR	148.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Professional Services - Senior Mgr. Remote-Year 1

**Extended Description:**

Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	84111600			HOUR	143.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Prof Services - Manager/Supervisor Onsite Year 1

**Extended Description:**  
Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	84111600			HOUR	133.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Prof Services - Manager/Supervisor Remote Year 1

**Extended Description:**  
Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	84111600			HOUR	110.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Professional Services-Senior Staff Onsite Year 1

**Extended Description:**  
Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	84111600			HOUR	100.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Professional Services- Senior Staff Remote-Year 1

**Extended Description:**  
Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	84111600			HOUR	35.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Prof Services - Clerical Support Onsite Year 1

**Extended Description:**  
Accounting Professional Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	84111600			HOUR	35.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Accounting Prof Services - Clerical Support Remote Year 1

**Extended Description:**  
Accounting Professional Services



**WEST VIRGINIA  
DEPARTMENT OF TRANSPORTATION**

1900 Kanawha Boulevard East • Building Five • Room 109  
Charleston, West Virginia 25305-0440 • (304) 558-0444

Michael J. DeMers  
Deputy Secretary of Transportation

Stephen T. Rumbaugh, P. E.  
Secretary of Transportation  
Commissioner of Highways

11/4/2025

**Subject: Accounting Consulting Professional Services Contract Renewal**  
**Contract Renewal: CMA DOT24\*34**  
**Procurement Folder: 1283490**

The West Virginia Department of Transportation is offering to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

The renewal dates are 3/1/2026 through 2/28/2027. If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to: [Sandra.L.Jones@wv.gov](mailto:Sandra.L.Jones@wv.gov)

Please contact the email listed above if you have any questions.

Thank you,

We agree to renew the contract for the period as stated above under the same terms, conditions, prices, and specifications in the original purchase order and any change orders thereto.

Jeffrey W. Kent, CPA  
\_\_\_\_\_  
Name/Signature

December 8, 2025  
\_\_\_\_\_

Date

Partner  
\_\_\_\_\_  
Title

PROCUREMENT USE ONLY

\_\_\_\_\_  
Signature/Title/Date

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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.*

### MAHER DUESSEL

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	12/9/2015		12/9/2015	Foreign	Profit				

Organization Information									
<b>Business Purpose</b>		5412 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Accounting/Tax Prep/Bookkeeping/Payroll Services (CPAs)				<b>Capital Stock</b>			
<b>Charter County</b>						<b>Control Number</b>		9ACHL	
<b>Charter State</b>		PA		<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>				Not Specified			

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Notice of Process Address</b>	STACY VERNIER MAHER DUESSEL D.L. CLARK BUILDING, 503 MARTINDALE ST., STE 600 PITTSBURGH, PA, 15212
<b>Principal Office Address</b>	D.L. CLARK BUILDING 503 MARTINDALE STREET, SUITE 600 PITTSBURGH, PA, 15212 USA
<b>Principal Office Mailing Address</b>	D.L. CLARK BUILDING 503 MARTINDALE STREET, SUITE 600 PITTSBURGH, PA, 15212 USA
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>Director</b>	JEFFREY W. KENT D.L. CLARK BUILDING 503 MARTINDALE ST., STE 600 PITTSBURGH, PA, 15212
<b>President</b>	BRIAN T. MCCALL D.L. CLARK BUILDING 503 MARTINDALE STREET, SUITE 600 PITTSBURGH, PA, 15212
<b>Type</b>	<b>Name/Address</b>

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

Tuesday, February 3, 2026 — 12:19 PM

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>2/3/26</u>	Agency: WV DOT/DOH
Solicitation No. <u>CMA DOT24*34</u> <u>CO# 2</u>	Procurement Officer Submitting Requisition: Amber Heath
	Requisition No. CMA DOT2400000034
	PF No.: 1283490

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 <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10</b>	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"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

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

