



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

State of West Virginia
Contract

Order Date: 05-20-2026

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 0913 0913 PHB2300000002 5	Procurement Folder:	1250935
Document Name:	Licensing Database for WV Board of Pharmacy	Reason for Modification:	Change Order 03 To Renew Contract
Document Description:	Licensure/Records product and content Management Sys Renewal		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Larry D McDonnell		
Telephone:	304-558-2063		
Email:	larry.d.mcdonnell@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2023-07-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2027-06-30

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000187728			Requestor Name:	John P Smolder
ALBERTSON CONSULTING INC				Requestor Phone:	(304) 558-0558
21 MAIN ST S STE 100				Requestor Email:	john.p.smolder@wv.gov
MINTO	ND	58701		<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION</div>	
US					
Vendor Contact Phone:	701-839-7523	Extension:	114		
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
BOARD OF PHARMACY 1207 QUARRIER ST SUITE 400 CHARLESTON WV 25301 US	BOARD OF PHARMACY 1207 QUARRIER ST SUITE 400 CHARLESTON WV 25301 US

CR 5-27-26

Total Order Amount:	\$180,000.00
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Purchasing Division's File Copy

YMA 5/22/26

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark C... 5/26/2026</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Gray</i> DATE: <i>5/28/2026</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>G... 5-28-26</i> DATE: <i>5-28-26</i> ELECTRONIC SIGNATURE ON FILE
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5/28/2026

Extended Description:

Change Order

Change Order No. 3 is issued for the following -

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: 07/01/2026 to 6/30/2027

Renewals Remaining: (0)

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81111507	1.00000	YR	42000.000000	\$42,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Licensing Database Management

Extended Description:

Year One Hosting, Maintenance and Support Services for thirteen (13) Licenses.
\$44,000.00
As Per Pricing Page

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81111507	1.00000	YR	44000.000000	\$44,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Licensing Database Management

Extended Description:

Year Two Hosting, Maintenance and Support Services for thirteen (13) Licenses.
\$44,000.00
As Per Pricing Page

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81111507	1.00000	YR	46000.000000	\$46,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Licensing Database Management

Extended Description:

Year Three Hosting, Maintenance and Support Services for thirteen (13) Licenses.
\$46,000.00
As Per Pricing Page

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81111507	1.00000	YR	48000.000000	\$48,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Licensing Database Management

Extended Description:

Year Four Hosting, Maintenance and Support Services for thirteen (13) Licenses.
\$48,000.00
As Per Pricing Page

BOARD MEMBERS

*Brain Sayre
James Rucker *
Jenna Misiti*
Vacant
David Bowyer
Dennis Lewis
Robert Duncan
(*Public Member)*



STAFF

*Michael L. Goff,
Executive Director &
CSMP Administrator*

*John P. Smolder,
CFO/COO*

*Matthew D. Morris,
General Counsel*

*Office Address
1207 Quarrier St. 4th Floor
Charleston, WV 25301*

www.wvbop.com

*Phone
(304) 558-0558
(304) 558-0572 (fax)*

April 29, 2026

Mr. Daniel Albertson
Albertson Consulting, Inc
100 Main St, South
Minot, ND 58701

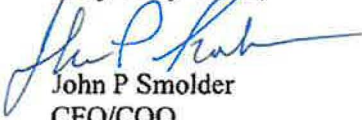
Re: CCT 0913 PHB23*2

Dear Mr. Albertson:

The WV Board of Pharmacy is requesting to renew the subject contract Licensing Database for the Fourth Year Maintenance and Support/Warranty/Hosting effective July 1, 2026, through June 30, 2027. The renewal will be in accordance with all terms, conditions, prices, and specifications of the original contract. If you agree to this Change Order, please sign below, and return the original to my attention as soon as possible.

Please call if you have any questions.

Very Truly Yours,


John P Smolder
CFO/COO


Name/Signature

4/29/26
Date

CEO
Title



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

Joshua D. Spence
Chief Information Officer

**TO: LeAnne Neccuzi, Administrative Services Specialist
Board of Pharmacy**

**FROM: Joshua D. Spence, Chief Information Officer
Office of Technology**

A handwritten signature in blue ink, appearing to read "J.D.S.", positioned over the name "Joshua D. Spence" in the "FROM:" field.

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
IS&C NUMBER: 2023-8357 Expedite**

DATE: April 10, 2023

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for RFQ Release for Maintenance, Support, and Hosting for Licensing Database for 5 Years, the Office of Technology has determined:

That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at Consulting.Services@wv.gov.

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

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ALBERTSON CONSULTING INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/14/2012		3/14/2012	Foreign	Profit			

Organization Information		
Business Purpose	5191 - Information - Data Processing, Hosting, and Related Services - Other Information Services (news syndicates, libraries, archives, internet publishing, broadcasting, web search portals)	
Charter County	Control Number	99TT6
Charter State	ND	Excess Acres
At Will Term		Member Managed
At Will Term Years		Par Value
Authorized Shares	0	Young Entrepreneur Not Specified

Addresses	
Type	Address
Designated Office Address	21 MAIN STR S. SUITE 100 MINOT, ND, 58701 ✓
Notice of Process Address	DANIEL ALBERTSON 21 MAIN STR S. SUITE 100 MINOT, ND, 58701
Principal Office Address	21 MAIN STR S. SUITE 100 MINOT, ND, 58701 USA

Principal Office Mailing Address	21 MAIN STR S. SUITE 100 MINOT, ND, 58701 USA
Type	Address

Officers	
Type	Name/Address
President	DANIEL ALBERTSON 100 MAIN ST. S. MINOT, ND, 58701
Type	Name/Address

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
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2014	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, May 21, 2026 — 10:44 AM

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- All Words i
- Exact Phrase i

e.g. 123456789, Smith Corp

"ALBERTSON CONSULTING INC" x

Classification

Excluded Individual

Excluded Entity

Federal Organizations

Exclusion Type

- Ineligible (Proceedings Pending)
- Ineligible (Proceedings Complete)
- Prohibition/Restriction
- Voluntary Exclusion

Exclusion Program

Location

Dates

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Larry D. McDonnell</u> Date: <u>5/22/26</u> Solicitation No. <u>CCT PHB23 #02 c/o 3</u>	Agency: WV Board of Pharmacy Procurement Officer Submitting Requisition: Candace Colagrosso Requisition No. CCT PHB230000002 C.O. 3 PF No.: 1250935
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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"/>
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 checked="" type="checkbox"/>	<input 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: 