



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

State of West Virginia Contract

Order Date: 08-20-2026

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 0506 3147 EHP2000000001 25	Procurement Folder:	694258
Document Name:	Cancer Registry Data System - Year4	Reason for Modification:	CO 4 - To cancel remaining balance per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.
Document Description:	Cancer Registry Data System		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-10-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-10-14

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000229704 ROCKY MOUNTAIN CANCER DATA SYSTEMS 505 S WAKARA WAY STE 210 SALT LAKE CITY UT 84108 US Vendor Contact Phone: 801-581-4307 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>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Erin C Basham Requestor Phone: 304-356-4097 Requestor Email: erin.c.basham@wv.gov 2027 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - CANCER REGISTRY 350 CAPITOL ST, RM 125 CHARLESTON WV 25301-3715 US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - CANCER REGISTRY 350 CAPITOL ST, RM 125 CHARLESTON WV 25301-3715 US

Total Order Amount: \$159,346.54

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: 8/26/26 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 8/27/2026 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 8-27-26 ELECTRONIC SIGNATURE ON FILE
--	---	--

Extended Description:

Change order 4 is to cancel remaining balance per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

Original Contract Total: \$180,245.78
Change Order # Decrease: (\$ 20,899.24)
New Contract Total: \$159,346.54

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112200	0.00000		0.000000	\$41,265.00
Service From	Service To	Manufacturer		Model No	
2020-10-15	2021-10-14				

Commodity Line Description: Deliverable 1 - Per Section 4.4.2.1.1

Extended Description:

CO 4 - To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

4.4.2.1.1 Deliverable 1, Day 1 through the end of the contract; Vendor will provide software and software licenses to twenty abstracting facilities and software to maintain the central registry data warehouse. System documentation and training by Vendor will be available. Vendor will support its use Monday through Friday 11:00 am to 5:00 pm Eastern Standard Time.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer		Model No	
2020-10-15	2021-10-14				

Commodity Line Description: Deliverable 2 - Per Section 4.4.2.1.2

Extended Description:

CO 4 - To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

4.4.2.1.2 Deliverable 2, Day 1 through Day 15; Vendor will migrate current warehouse data to new system and ensure abstracting software is configured and ready to use by hospital and WVCR staff.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112200	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer		Model No	
2020-10-15	2021-10-14				

Commodity Line Description: Deliverable 3 - Per Section 4.4.2.1.3

Extended Description:

CO 4 - To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

4.4.2.1.3 Deliverable 3, Day 15; Cancer registry software will be up and operational allowing abstractors to abstract ensuring that history of previous cancer patients are available within the new system.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112200	0.00000		0.000000	\$43,328.16
Service From	Service To	Manufacturer	Model No		
2021-10-15	2022-10-14				

Commodity Line Description: Optional renewal Year 2

Extended Description:

CO 4 - To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

Vendor will provide software and software licenses to twenty abstracting facilities and software to maintain the central registry data warehouse. System documentation and training by Vendor will be available. Vendor will support its use Monday through Friday 11:00 am to 5:00 pm Eastern Standard Time.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81112200	0.00000		0.000000	\$45,494.64
Service From	Service To	Manufacturer	Model No		
2022-10-15	2023-10-14				

Commodity Line Description: Optional Renewal Year 3

Extended Description:

CO 4 - To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

Vendor will provide software and software licenses to twenty abstracting facilities and software to maintain the central registry data warehouse. System documentation and training by Vendor will be available. Vendor will support its use Monday through Friday 11:00 am to 5:00 pm Eastern Standard Time.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	81112200	0.00000		0.000000	\$29,258.74
Service From	Service To	Manufacturer	Model No		
2023-10-15	2024-10-14				

Commodity Line Description: Optional Renewal Year 4

Extended Description:

CO 4 - To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

Vendor will provide software and software licenses to twenty abstracting facilities and software to maintain the central registry data warehouse. System documentation and training by Vendor will be available. Vendor will support its use Monday through Friday 11:00 am to 5:00 pm Eastern Standard Time.



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH
CENTRAL FINANCE OFFICE

Arvin Singh, EdD, MBA, MPH, MS, FACHE
Health Secretary

June 26, 2026

ROCKY MOUNTAIN CANCER DATA SYSTEMS
375 CHIPETA WAY STE C
SALT LAKE CITY, UT 84108

Re: Cancellation of Balance
PO#: CCT EHP2000000001

Dear Vendor:

The above referenced Purchase Order in the amount of \$180,245.78 was issued on June 29, 2020. We are requesting your approval to cancel the remaining balance of \$20,899.24 that still exists on purchase order CCT EHP2000000001.

Your signature on the line below will acknowledge that you concur with this action and there are no outstanding invoices against this purchase order. Please mail this letter back to my attention at 350 Capitol Street Room 206, Charleston, WV 25301, or email to me at erin.c.basham@wv.gov. Failure to receive written exception to this cancellation by July 10, 2026, will also constitute your concurrence with our cancellation plan.

This cancellation does not impact current or future contracts which you may have with this office. It pertains to this specific contract only.

If you have questions or need additional information, please email me at erin.c.basham@wv.gov.

Sincerely,

Erin Basham
Bureau for Public Health

Signature

Date

Agreed

Heather White



Basham, Erin C <erin.c.basham@wv.gov>

Requesting Cancellation of Balance CCT EHP20*001

1 message

Basham, Erin C <erin.c.basham@wv.gov>

Fri, Jun 26, 2026 at 11:32 AM

To: Jill.Stacey@utah.edu, Trey R Morris <trey.r.morrisiii@wv.gov>, DH CFU Invoices <dhcfuinvoices@wv.gov>

Good Morning,

We are requesting to cancel the remaining balance on CCT EHP20*001 to free up encumbrances. From my records there are no outstanding invoices against this PO. Could you confirm and sign the attached cancellation letter?

Thanks,
Erin



CCT EHP20_001_Close_out.docx
2493K



Basham, Erin C <erin.c.basham@wv.gov>

Fwd: URGENT - Invoice Inquiry

1 message

CFU Invoices, DH <dhcfinvoices@wv.gov>

Mon, Jun 15, 2026 at 12:23 PM

To: Erin C Basham <erin.c.basham@wv.gov>

Can you reach out to the vendor to closeout remaining balance.

Thanks

Trey

----- Forwarded message -----

From: **CFU Invoices, DH** <dhcfinvoices@wv.gov>

Date: Thu, Jun 4, 2026 at 8:27 AM

Subject: URGENT - Invoice Inquiry

To: <garrett.dewey@utah.edu>

Good morning Garrett,

We are researching some items for closeout, and I wanted to confirm that we do not have any outstanding invoices for CCT EHP2000000001. Please let me know as soon as possible.

Thank you,



Andrea L. Edwards

Accounting Technician III, Purchasing Liaison

Central Finance

West Virginia Department of Health

350 Capitol Street, Room 206

Charleston, WV 25301

P: 304-352-4857 | dhhr.wv.gov

DISCLAIMER: The information contained in this electronic message may be legally privileged and confidential under applicable state and federal law and is intended for the individual named above. If the recipient of the message is not the above-named recipient, you are hereby notified that any distribution, copy or disclosure of this communication is strictly prohibited. If you have received this communication in error, please notify the West Virginia Department of Health, 350 Capitol Street, Room 206, Charleston, WV 25301, 304-352-4857 and discard this communication immediately without making any copy or distribution.



Entity Management Extract Publishing Schedule Change [Show Details](#)
Aug 15, 2026



[See All Alerts](#)

Scheduled SAM Maintenance [Show Details](#)
Aug 17, 2026



[Sign In](#)

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

Search [All Words](#) [e.g. 1606N020Q02](#)

Filter By

[Entity Information ^](#)



[All Entity Information](#)

[Entities](#)

[Disaster Response Registry](#)

[Resp](#)



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

"rocky mountain cancer data systems"

Entity

Location

Status

- ☒ Active
- ☐ Inactive

[Reset](#)

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](#)

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business & Licensing

Business Organization Search

SEARCH TIPS: If you have trouble finding a business, try the following:

1. Enter one or more key words in the business name
2. Use the % symbol for a wild card search.
Example: searching for Fraternal Order Eagles 1234 ABCD, Inc.
%Fraternal%1234%
3. The search results will include what are commonly referred to as a fictitious business names in the results, if they have been registered with the State Tax Department.

[Back To Top](#)

Matching records found: **0**. Please note that the results are broken into four results types: *Org Name*, *Doing Business As*, *Name Change* and *Name Registrations/Reservations*. You may use the following four links to see the results for each type.

** See Attached **

Organization Results								
Organization Name	Org Id	Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class
No results found.								
Organization Name	Org Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class

DBA Results								
Organization Name	Org Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class
No results found.								
Organization Name	Org Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class

Name Change Results								
Organization Name	Org Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class
No results found.								
Organization Name	Org Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class

Registration/Reservation Results								
Organization Name	NRG/NRS Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class
No results found.								
Organization Name	NRG/NRS Id	Org Type	Effective Date	Established Date	Termination Date	Termination Reason	Charter	Class

**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.*

Tuesday, August 25, 2026 — 2:09 PM

© 2026 State of West Virginia

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000229704	ROCKY MOUNTAIN CANCER DATA SYSTEMS		Active	Inactive	
From 1 to 1 of 1 First Prev Next Last Attachments					

Save Undo Delete Insert Copy Paste Search

▼ General Info

Vendor/Customer : 000000229704	Restrict Use by Department :
Legal Name : ROCKY MOUNTAIN CANCEI	Miscellaneous Account :
Alias/DBA :	Internal Account :
Vendor Active Status : Active	Third Party Only :
Vendor Approval Status : Complete	Third Party Vendor :
Customer Active Status : Inactive	Third Party Customer :
Customer Approval Status : Incomplete	Inventory Customer :
Location Name :	Healthcare Provider :
First Name :	Never Archive :
Middle Name :	Restrict VSS Access : No
Last Name :	Discontinue - No New Business :
Company Name : ROCKY MOUNTAIN CANCEI	Prevent MA Reference :
Previous Name :	PunchOut Enabled :
Previous Street :	Re-PunchOut Enabled :
Previous City :	Electronic Order Enabled :
Previous State/Province :	W-9 Received :
Previous Country :	W-9 Received Date :
	W-8 Received :
	W-8 Received Date :
	Accepts Credit Cards :
	Active From : 02/02/1993
	Active To :
	Last Usage Date : 06/30/2026
	Department :
	Unit :

▼ Headquarters

Headquarters Account : No	Web Address http:// :
Headquarters Account Code : 000000229707	Catalog DUNS :
Headquarters Account Legal Name : UNIV OF UTAH	Catalog Extended DUNS :
Franchise Account :	Catalog Unique Entity Identifier :
	Taxpayer ID Number : 876000525
	Taxpayer ID Number Type : EIN

▼ Organization

Organization Type : Company	1099 Indicator : No
1099 Classification : Government	1042-S Indicator :
Foreign Ownership Interest :	Taxpayer ID Number : 876000525
1042-S Ch. 3 Recipient Code :	Taxpayer ID Number Type : EIN
1042-S Ch. 4 Status Code :	Detailed TIN Type :
Number of Employees :	Foreign Tax ID :
Merchant ID :	GIIN :
Sex :	1042-S Recipient Account Number :
Date of Birth :	W-8 Form :
Marital Status :	Tax Profile : NOTAX
Annual Income :	Tax Profile Name : No Tax
IRS Country of Residence :	EBIC Number :
IRS Country Sub Code :	IAEC Number :
Contract Withholding Exempt :	Web Address http:// :
National Provider ID :	Employee ID :
Assigning Authority :	Employee Status :
CAGE Code :	Supplier Shared Secret :
Permanent Staffed Office In State :	

▶ Disbursement Options

▶ Prenote/EFT

▶ Remittance Advice

▶ Vendor Terms

▶ Accounts Receivable

▶ eMALL

▶ Location Information

▶ Fee and Vendor Compliance Holds

▶ Executive Compensation

▶ Additional Information

▶ Travel

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Huske</u> Date: <u>8/25/26</u> Solicitation No. <u>CCT EHP20*01</u>	Agency: OEPS Procurement Officer Submitting Requisition: Erin C Basham Requisition No. CCT EHP20*001 PF No.: 694258
---	--

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	☒	☐	☐	☐
2	Use of correct specification template	☒	☐	☐	☐
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	☒	☐	☐	☐
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	☒	☐	☐	☐
5	Maximum budgeted amount in wvOASIS	☒	☐	☐	☐
6	Suggested vendors in wvOASIS	☒	☐	☐	☐
7	Capitol Building Commission pre-approval	☐	☐	☐	☐
8	Financing (Governor's Office) pre-approval	☐	☐	☐	☐
9	Fleet Management Division pre-approval	☐	☐	☐	☐

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	<i>Commercial General Liability</i>	☐	☐	☐	☐
	<i>Automobile Liability</i>	☐	☐	☐	☐
	<i>Workers' Compensation/Employer's Liability</i>	☐	☐	☐	☐
	<i>Cyber Liability</i>	☐	☐	☐	☐
	<i>Builder's Risk/Installation Floater</i>	☐	☐	☐	☐
	<i>Professional Liability</i>	☐	☐	☐	☐
	<i>Other (specify)</i>	☐	☐	☐	☐
11	Office of Technology CIO pre-approval	☐	☐	☐	☐
12	Treasurer's Office (banking) pre-approval	☐	☐	☐	☐

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	☒	☒	☐	☐
2	Standard change order language	☒	☒	☐	☒
3	Office of Technology CIO approval	☐	☐	☐	☐
4	Justification for price increases/backdating/other	☐	☐	☐	☐
5	Bond Rider (Construction)	☐	☐	☐	☐
6	Secretary of State Verification	☒	☒	☐	☒
7	State debarment verification	☒	☒	☐	☒
8	Federal debarment verification	☒	☒	☐	☒

*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: _____

Crystal Husted