



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: 2018-02-16

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 0212 0212 SWC0000000001	<b>Procurement Folder:</b> 131301
<b>Document Name:</b> Change Order #1 Statewide Contract for Gartner Services	<b>Reason for Modification:</b> To provide documentation to assign contract from vendor account 000000186425 to the headquarters account 000000100841.
<b>Document Description:</b> Statewide Contract for Gartner Services	
<b>Procurement Type:</b> Statewide MA (Open End)	
<b>Buyer Name:</b> Laura E Hooper	
<b>Telephone:</b> (304) 558-5472	
<b>Email:</b> laura.e.hooper@wv.gov	
<b>Shipping Method:</b> Best Way	<b>Effective Start Date:</b> 2015-10-01
<b>Free on Board:</b> FOB Dest, Freight Prepaid	<b>Effective End Date:</b> 2018-02-14

VENDOR	DEPARTMENT CONTACT
<b>Vendor Customer Code:</b> 000000186425 <b>GARTNER INC</b> 4501 N FAIRFAX DR 8TH FLR  ARLINGTON VA 22203  US <b>Vendor Contact Phone:</b> (999) 999-9999 <b>Extension:</b> <b>Discount Percentage:</b> 0.0000 <b>Discount Days:</b> 0	<b>Requestor Name:</b> Larry McDonnell <b>Requestor Phone:</b> (304) 558-9999 <b>Requestor Email:</b> larry.d.mcdonnell@wv.gov

INVOICE TO	SHIP TO
ALL STATE AGENCIES  VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999  US	STATE OF WEST VIRGINIA  VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999  US

**AGENCY COPY**

Total Order Amount	Open End
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*W. M. Kelly*  
 PURCHASING DIVISION AUTHORIZATION  
 SIGNED BY: *Linda Harper*  
 DATE: *2-16-18*  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 SIGNED BY: *[Signature]*  
 DATE: *[Date]*  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 SIGNED BY: *Beverly Toler*  
 DATE: *[Date]*  
 ELECTRONIC SIGNATURE ON FILE

*3/5/18*

**Extended Description:**

ADMINISTRATIVE CHANGE ORDER

Change Order #1

Change Order #1 is issued to Provide documentation to assign contract from vendor account 000000186425 to the headquarters account 000000100841.

New contract ITCONSULT, procurement folder 424507

End of Change Order #1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81141902			EA	\$0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Gartner Services

**Extended Description:**

Gartner Services Prices are attached to the header as an MS Excel file.