



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: 2019-02-22

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 0612 9105 DPS1800000002	Procurement Folder: 453142
Document Name: Statewide Contract for Applicant Fingerprint Services	Reason for Modification:
Document Description: STATEWIDE CONTRACT FOR APPLICANT FINGERPRINT SERVICES	Change Order No. 2 - to increase FBI set fees per attached documentation.
Procurement Type: Central Master Agreement	
Buyer Name: Mark A Atkins	
Telephone: (304) 558-2307	
Email: mark.a.atkins@wv.gov	
Shipping Method: Best Way	Effective Start Date: 2018-01-01
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2019-07-31

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000187048 IDEMIA IDENTITY & SECURITY USA LLC 6840 CAROTHERS PKWY STE 650 FRANKLIN TN 37067 US Vendor Contact Phone: (999) 999-9999 Extension: Discount Percentage: 0.0000 Discount Days: 30	Requestor Name: Carole Woodyard Requestor Phone: (304) 746-2141 Requestor Email: carole.a.woodyard@wvsp.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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PURCHASING DIVISION AUTHORIZATION SIGNED BY: Tara Lyle DATE: 2019-02-21 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order No. 2 - to increase FBI fees per the attached documentation.

Commodity Line Nos. 7 and 8 have been discontinued, see Commodity Lines 9 and 10 for new unit price for FBI set fees.

Commodity Line No. 9 - FBI Fee - increase fee to \$13.25 from \$12.00 on Commodity Line No. 7.

Commodity Line No. 10 - FBI Volunteer Fee - increase fee to \$11.25 from \$10.75 on Commodity Line No. 8.

Effective Date: 01/01/2019

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	92121602			EA	\$12.500000
Service From		Service To			

Commodity Line Description: Fingerprint services

Extended Description:

Vendor Electronic Rolling/Submission Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	92121602			EA	\$12.500000
Service From		Service To			

Commodity Line Description: Fingerprint services

Extended Description:

Vendor Manual Rolling Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	92121602			EA	\$12.500000
Service From		Service To			

Commodity Line Description: Fingerprint services

Extended Description:

Vendor Card Conversion/Submission Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	92121602			EA	\$20.000000
Service From		Service To			

Commodity Line Description: Fingerprint services - State fee set by state statute

Extended Description:

Set by state statute -

State fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	92121602			EA	\$10.000000
	Service From	Service To			

Commodity Line Description: Fingerprint services - State fee set by state statute

Extended Description:

Set by state statute -

State Authorized Central Abuse Fee, if applicable

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	92121602			EA	\$10.000000
	Service From	Service To			

Commodity Line Description: Fingerprint services - State fee set by state statute

Extended Description:

Set by state statute -

State NCPANCA fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	92121602			EA	\$12.000000
	Service From	Service To			

Commodity Line Description: Fingerprint services - FBI set fee

Extended Description:

Set by FBI - FBI fee

Commodity Line discontinued due to unit price increase set by FBI. See Commodity Line 9

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	92121602			EA	\$10.750000
	Service From	Service To			

Commodity Line Description: Fingerprint services - FBI set fee

Extended Description:

Set by FBI - FBI Volunteer fee

Commodity Line discontinued due to unit price increase set by FBI. See Commodity Line 10

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	92121602			EA	\$13.250000
	Service From	Service To			

Commodity Line Description: Fingerprint services - FBI set fee

Extended Description:

Change Order No. 2 - increase unit price from \$12.00 to \$13.25

Set by FBI - FBI fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	92121602			EA	\$11.250000
	Service From	Service To			

Commodity Line Description: Fingerprint services - FBI set fee

Extended Description:

Change Order No. 2 - increase unit price from \$10.75 to \$11.25

Set by FBI - FBI Volunteer fee



U.S. Department of Justice
Federal Bureau of Investigation

Clarksburg, WV 26306

July 19, 2018

The Federal Bureau of Investigation (FBI) has completed a review of the fees charged for fingerprint-based and name-based Criminal History Record Information (CHRI) checks. This review was completed in accordance with 28 C.F.R. §20.31(e) (2), which requires the FBI to periodically review the fees it collects to recover the costs of operating the program. As a result of the review, the FBI has concluded the current fingerprint fee does not recover the costs of providing the service; therefore, a revised fee schedule will be published formally in the *Federal Register*. The FBI values the relationship with our partner agencies and understands the importance of providing ample lead time for change. The effective date for the fee change is expected to be January 1, 2019. Below are the revised fees which will be assessed for fingerprint-based and name-based CHRI check requests:

FINGERPRINT-BASED CHRI CHECKS

Service	Fee Currently in Effect	Fee Currently in Effect for CBSPs ¹	Change in Fee Amount	Revised Fee	Revised Fee for CBSPs
Fingerprint-based Submission	\$12.00	\$10.00	\$1.25	\$13.25	\$11.25 ²
Fingerprint-based Volunteer Submission (See e.g., 75 FR 18752) ³	\$10.75	\$8.75	\$.50	\$11.25	\$9.25 ⁴

NAME-BASED CHRI CHECKS

Service	Fee Currently in Effect	Change in Fee Amount	Revised Fee (NO CHANGE)
Name-based Submission	\$2.00	\$.00	\$2.00

Please share this information with the Chief Financial Officer, budget management office, or appropriate parties within your organization and direct any questions to the Criminal Justice Information Services Division's Fee Programs Unit at <fee_programs_unit@fbi.gov>.

Sincerely,

John A. Traxler
Chief, Resources Management Section
Criminal Justice Information Services Division

¹ Centralized Billing Service Providers, see 75 FR 18753

² Cost Recovery = \$5.25; Automation = \$6

³ Volunteers providing care for children, the elderly, or individuals with disabilities.

⁴ Cost Recovery = \$5.25; Automation = \$4