



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: 09-15-2022

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 LAR20 6	<b>Procurement Folder:</b>	824933
<b>Document Name:</b>	CO#5 LAR20: SWC for Microsoft Licensing & Services	<b>Reason for Modification:</b>	Change Order 5 is issued to extend contract to 12/31/22 to align with NASPO contract.
<b>Document Description:</b>	NASPO Master Agreement No. ADSPO16-130651		
<b>Procurement Type:</b>	Statewide MA (Open End)		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-01-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2022-12-31

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000117794 SHI INTERNATIONAL CORP 290 DAVIDSON AVE  SOMERSET NJ 08873 US <b>Vendor Contact Phone:</b> 304-541-4288 <b>Extension:</b>  <b>Discount Details:</b> <table border="1"> <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>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			<b>Requestor Name:</b> Andrew C Lore <b>Requestor Phone:</b> (304) 957-8267 <b>Requestor Email:</b> andrew.c.lore@wv.gov  <div style="text-align: center; font-size: 2em; font-weight: bold;">23</div> <b>FILE LOCATION</b> _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

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

*9/19/2022*

Purchasing Division's File Copy

<b>Total Order Amount:</b>	Open End
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**ENTERED**

PURCHASING DIVISION AUTHORIZATION  
*[Signature]*  
 DATE: 9/19/22  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
*[Signature]*  
 DATE: 9/20/2022  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
*[Signature]*  
 DATE: 9/22/2022  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CMA COOPERATIVE AWARD (NASPO)  
LAR20 - STATEWIDE CONTRACT COOPERATIVE AWARD FOR MICROSOFT LICENSING AND SERVICES

Change Order #05

Change Order No. 05 Is issued to incorporate Amendment #9 extending the Contract end date from September 30, 2022 to December 31, 2022 to align with the NASPO Master Agreement No. ADSPO-130651, per the attached documents..

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	43230000			EA	0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Microsoft Licensing and Services

**Extended Description:**

See attached documentation



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:** Mark Atkins  
Senior Buyer, Purchasing Division

**FROM:** Andrew Lore *AL*  
WVOT Procurement Manager/ISMII, West Virginia Office of Technology

**SUBJECT:** CMA LAR20 Change Order 5 – Extension of LAR20 Statewide Contract

**DATE:** September 15, 2022

The WVOT is requesting Change Order 5 to CMA LAR20 in order to extend the contract to 12/31/2022 to align with the NASPO SVAR's expiration. NASPO and SHI recently agreed to the extension, while a replacement contract was sought, and that documentation is included with this request.

Attached are the Vendor's Memo and other relevant documentation.

Please let me know if you need anything further to support this request.



SHI International Corp.

290 Davidson Avenue

Somerset, NJ 08873

888-764-8888

SHI.com

September 13, 2022

West Virginia Governor's Office of Technology  
1900 Kanawha Blvd, East  
Building 5, 10th Floor  
Charleston, WV 25305

RE: Microsoft – LAR20 Contract Extension

Dear WVOT,

The following documents pertain to your current contract for LAR20 which is based on NASPO SVAR Master Agreement #ADSP016-130651. The NASPO SVAR contract has been extended until 12/31/2022 and supporting documentation is attached and can be found at the following url:

<https://www.naspovaluepoint.org/portfolio/software-var-2016-2022/shi-international-corp/>

SHI is requesting the State of West Virginia process a Change Order to the LAR20 contract in order to reflect the new expiration date.

Should you have any questions, please feel free to reach out to me at the below contact info and thank you for working with SHI to provide the State of West Virginia's Microsoft Licensing.

Very Respectfully,

A handwritten signature in cursive script that reads 'Kyle George'.

Kyle George

SHI – Microsoft Account Executive

Phone: 609-619-1131

Email: kyele\_george@shi.com



# Contract Amendment

State of Arizona  
State Procurement Office  
100 N. 15<sup>TH</sup> Avenue, Suite 402  
Phoenix, AZ 85007

Contract No.: ADSP016-130651

PAGE  
1 OF 1

Amendment No.: Nine (9)

**CONTRACTOR:**

SHI International Corp.  
290 Davidson Ave.  
Somerset, NJ 08873

**CONTACT:** Alison Turner

**PHONE:** 425-974-5997

**EMAIL:** [alison\\_turner@shi.com](mailto:alison_turner@shi.com)

**STATE AGENCY:**

AZ Department of Administration  
State Procurement Office  
100 N. 15<sup>th</sup> Avenue, Suite 402  
Phoenix, AZ 85007

**CONTACT:** Rana Schultz

**PHONE:** (602) 542-2927

**EMAIL:** [Rana.Schultz@azdoa.gov](mailto:Rana.Schultz@azdoa.gov)

### Software Value Added Reseller (SVAR)

Pursuant to State of Arizona Uniform Terms and Conditions, Paragraph 5, Contract Changes, 5.1 Amendments, the above referenced Contract shall be amended as follows:

1. The term of this contract is hereby extended through December 31<sup>st</sup>, 2022.
2. All other Terms, Conditions, and Pricing remain the same.

This Contract Amendment is not binding against the State of Arizona unless signed by an authorized representative of the Contractor and then accepted in writing by an authorized representative of the State.

Contractor hereby acknowledges receipt and understanding of the above amendment.

The above referenced contract amendment is hereby executed this date by the State.

*Kristina Mann*

8/23/2022

Signature

Date

*John R*

8/23/22

Signature

Date

Kristina Mann, Sr. Manager - Contracts

Printed/Typed Name and Title

John RedHorse, Statewide IT Procurement Leader

Printed/Typed Name and Title



Lore, Andrew C <andrew.c.lore@wv.gov>

**Re: CIO Approval to Extend LAR20**

1 message

Shears, Meghan <meghan.shears@wv.gov>

Thu, Sep 15, 2022 at 3:18 PM

To: "Lore, Andrew C" <andrew.c.lore@wv.gov>

I approve the extension of the LAR20 to 12/31/2022 to align with NASPO.

Thanks,  
Meghan

On Thu, Sep 15, 2022 at 2:36 PM Lore, Andrew C <andrew.c.lore@wv.gov> wrote:

Meghan,

Can you provide CIO Approval to extend LAR20 to 12/31/22 to align with NASPO?

Andrew Lore

WVOT Procurement Manager/ISMII

West Virginia Office of Technology

1900 Kanawha Blvd., E.

Building 5, 10<sup>th</sup> Floor

Charleston, WV 25305

T: 304-352-4944



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Meghan S. Shears, AFI  
Chief Financial Officer  
West Virginia Office of Technology  
Building 5, 10th Floor  
1900 Kanawha Blvd., East  
Charleston, West Virginia 25305  
304-352-4942 (o)  
681-317-4605 (m)

