



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

Purchase Order

PURCHASE ORDER NO.
 RECMGT11

PAGE
 1

BLANKET RELEASE
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CHANGE ORDER
 2

CORRECT PURCHASE ORDER NUMBER
 MUST APPEAR ON ALL PACKAGES,
 INVOICES, AND SHIPPING PAPERS.
 QUESTIONS CONCERNING THIS PUR-
 CHASE ORDER SHOULD BE DIRECTED
 TO THE BUYER AS NOTED BELOW.

INVOICE TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

AGENCY COPY

VENDOR

*310105515 304-346-8878
 CORNERSTONE RECORDS MANAGEMENT
 1545 HANSFORD ST

 CHARLESTON WV 25311

SHIP TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED 12/02/2013	TERMS OF SALE NET 30	FEIN/SSN 264237101	FUND
SHIP VIA BEST WAY	F.O.B. DESTINATION	FREIGHT TERMS PREPAID	ACCOUNT NUMBER MUL-MUL

LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE	AMOUNT
	DELIVERY DATE	CAT. NO.	ITEM NUMBER		
			CHANGE ORDER #02		
			TO RENEW THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT INCLUDING ALL AUTHORIZED CHANGE ORDERS PER THE ATTACHED DOCUMENTATION.		
			EFFECTIVE DATE OF RENEWAL: 12/01/2013 THROUGH 11/30/2014		
			RENEWALS REMAINING: 0		
			ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.		
	11/30/2014		962-69		
	OFF SITE STORAGE AND RECORDS MANAGEMENT				

PURCHASING DIVISION
 CERTIFIED ENCUMBERED

 DEC 6 2013

Beverly Toler

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

Dalh...

12/09/2013
[Signature]

OPEN END
 TOTAL

BUYER 42 304-558-8802

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL



EARL RAY TOMBLIN
GOVERNOR

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
P.O. BOX 50130
CHARLESTON, WEST VIRGINIA 25305-0130

ROSS TAYLOR
CABINET SECRETARY
DAVID TINCHER
DIRECTOR

November 21, 2013

Ed Bridgette
Cornerstone Records Management.
1545 Hansford Street
Charleston, WV. 25311

Subject: RECMGT11

Dear Mr. Bridgette:

The above referenced statewide contract expires on: November 30, 2013. Under the provisions of the original contract, The State of West Virginia is offering to renew subject contract under the same terms, conditions and pricing. The renewal dates are: December 01, 2013 through November 30, 2014. If you are in agreement to renew this contract under the same specifications, terms and conditions and pricing as the original contract, please sign and date below.

Also attached is an **Purchasing Affidavit** that is to be part of the purchase order and is required to be signed and dated.

Please call if you have any questions.

Sincerely,

Guy Nisbet
Senior Buyer
304.558.2596

12/02/13 11:24:43AM
West Virginia Purchasing Division

Attachment

We agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

Ed Bridgette
Name/Signature

11/26/2013
Date

Bruce Morrison
Title