



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

State of West Virginia  
**Contract**

Order Date: 08-07-2024

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 0100 1855 GOV2000000001 3	Procurement Folder:	690023
Document Name:	CO #2 - Sole Source Procurement for Editing Services	Reason for Modification:	Change Order #2 issued cancelling the contract
Document Description:	Sole Source Procurement for Editing Services		
Procurement Type:	Central Sole Source		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-04-13
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-08-07

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000018421	Requestor Name:	Mary M Lipford
KELLY STADELMAN PO BOX 208		Requestor Phone:	(304) 558-3150
THOMAS WV 26292-0208		Requestor Email:	mary.m.lipford@wv.gov
US			
Vendor Contact Phone:	304-543-4215 Extension:		
<b>Discount Details:</b>			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

**2025**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
FISCAL MANAGER OFFICE OF THE GOVERNOR 1900 KANAWHA BLVD E	RESOURCE ADMINISTRATOR OFFICE OF THE GOVERNOR 1900 KANAWHA BLVD E
CHARLESTON WV 25305-0370	CHARLESTON WV 25305
US	US

8/14/2460

Total Order Amount: \$0.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Melissa Pettrey</i> 8/14/2024 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Lee...</i> 8/14/24 ELECTRONIC SIGNATURE ON FILE
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8/14/2024

**Extended Description:**

Change Order No. 2 is issued to cancel the contract in its entirety and the funds associated with it effective August 6, 2024.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	82111801	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer	Model No		
2020-04-13	2024-08-07				

**Commodity Line Description:** Editing services

**Extended Description:**



*Jim Justice*  
*Governor of West Virginia*

August 6, 2024

Kelly Stadelman  
PO Box 208  
Thomas, WV 26292

Dear Kelly,

Please be advised that CCT GOV2000000001 issued to Kelly Stadelman has expired. The Governor's Office would like to cancel this contract in its entirety and all the funds associated with the contract. This letter serves as Change Order No. 2 cancelling CCT GOV2000000001 in the amount of \$40,000.00 effective August 6, 2024.

If you agree with these terms and conditions, please sign below. Thank you for your attention to this matter. If you have any questions, please call Mary Lipford at 304-352-0715.

  
\_\_\_\_\_  
Kelly Stadelman

  
\_\_\_\_\_  
Mary Lipford  
Financial Manager

State Capitol | 1900 Kanawha Blvd., East, Charleston, WV 25305 | (304) 558-2000

Vendor/Customer

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
000000118421	JAMES M WELCH		Discontinued	Inactive	
000000218421	DOLLAR-GENERAL #0164		Active	Inactive	
VC0000118421	DESTINY WORKMAN		Active	Inactive	
VS0000018421	KELLY STADELMAN		Active	Inactive	

From 1 to 4 of 4 First Prev Next Last Attachments

Save Undo Delete Insert Copy Paste Search

General Info

Vendor/Customer : VS0000018421	Restrict Use by Department : <input type="checkbox"/>
Legal Name : KELLY STADELMAN	Miscellaneous Account : <input type="checkbox"/>
Alias/DBA :	Internal Account : <input type="checkbox"/>
Vendor Active Status : Active	Third Party Only : <input type="checkbox"/>
Vendor Approval Status : Complete	Third Party Vendor : <input type="checkbox"/>
Customer Active Status : Inactive	Third Party Customer : <input type="checkbox"/>
Customer Approval Status : Incomplete	Inventory Customer : <input type="checkbox"/>
Location Name :	Healthcare Provider : <input type="checkbox"/>
First Name : KELLY	Never Archive : <input type="checkbox"/>
Middle Name :	Restrict VSS Access : No
Last Name : STADELMAN	Discontinue - No New Business : <input type="checkbox"/>
Company Name :	Prevent MA Reference : <input type="checkbox"/>
Previous Name :	PunchOut Enabled : <input type="checkbox"/>
Previous Street :	Re-PunchOut Enabled : <input type="checkbox"/>
Previous City :	Electronic Order Enabled : <input type="checkbox"/>
Previous State/Province :	W-9 Received : <input type="checkbox"/>
Previous Country :	W-9 Received Date :
	W-8 Received : <input type="checkbox"/>
	W-8 Received Date :
	Accepts Credit Cards : <input type="checkbox"/>
	Active From : 03/19/2019
	Active To :
	Last Usage Date : 06/13/2022
	Department : 0212
	Unit :

Headquarters

Organization

Organization Type : Individual	1099 Indicator : Yes
1099 Classification : Individual	1042-S Indicator : <input type="checkbox"/>
1042-S Ch. 3 Recipient Code :	Taxpayer ID Number : 306827968
1042-S Ch. 4 Status Code :	Taxpayer ID Number Type : SSN/ITIN/ATIN
Number of Employees :	Detailed TIN Type : SSN
Merchant ID :	Foreign Tax ID :
Sex :	GIIN :
Date of Birth :	1042-S Recipient Account Number :
Marital Status :	W-8 Form :
Annual Income :	Tax Profile :
IRS Country of Residence :	Tax Profile Name :
IRS Country Sub Code :	EBIC Number :
Contract Withholding Exempt : <input type="checkbox"/>	IAEC Number :
National Provider ID :	Web Address http:// :
Assigning Authority :	Employee ID :
CAGE Code :	Employee Status :
Permanent Staffed Office in State : <input type="checkbox"/>	Supplier Shared Secret : <input type="checkbox"/>

Disbursement Options

Prenote/EFT

Remittance Advice

Vendor Terms

Accounts Receivable

eMALL

Location Information

Fee and Vendor Compliance Holds

Executive Compensation

Additional Information

Travel

Change Management

Top  
CREATE DOCUMENT> Create New Record Modify Existing Record

UPDATE> Headquarters Add 1099 Information Entry Add 1042-S Reporting Information Entry Vendor Business Types By Commodity

SEARCH BY> Master Contacts Master Addresses Vendor Commodity Vendor Addresses Vendor Business Types Vendor Service Areas VCM Query Historical Vendor Information Vendor Notes

Vendor Transaction History



**Important Reqs and Certs Update** Show Details  
Jul 18, 2024



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**Entity Validation Status** Show Details  
Jul 23, 2024



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All Words

e.g. 1606N020Q02



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Disaster Response Registry

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- Any Words <sup>(i)</sup>
- All Words <sup>(i)</sup>
- Exact Phrase <sup>(i)</sup>

e.g. 123456789, Smith Corp

"Kelly Stadelman" ×

- Entity ∨
- Location ∨
- Status ∧

- Active
- Inactive

Reset



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