



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

State of West Virginia
Contract

Order Date: 10-18-2024

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 0313 0313 DEP2300000002 6	Procurement Folder:	1030855
Document Name:	AB Manager Lab Accreditation System, or Equal	Reason for Modification:	Change Order No 3 To Accept the System & Renew Contract
Document Description:	AB Manager Lab Accreditation System, or Equal		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov	Effective Start Date:	2022-10-17
Shipping Method:	Best Way	Effective End Date:	2025-10-16
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR			
Vendor Customer Code:	VS0000041211		
AQS INC	2112 DEER RUN DR		
SOUTH WEBER	UT	84405	
US			
Vendor Contact Phone:	8014761365	Extension:	
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

DEPARTMENT CONTACT	
Requestor Name:	Jessica S Chambers
Requestor Phone:	(304) 414-1140
Requestor Email:	jessica.s.chambers@wv.gov
2025 FILE LOCATION _____	

INVOICE TO	
ENVIRONMENTAL PROTECTION	
DIV OF WASTE AND WATER MGT	
601 57TH ST SE	
CHARLESTON	WV 25304
US	

SHIP TO	
ENVIRONMENTAL PROTECTION	
DIVISION OF WATER AND WASTE MGT	
601 57TH ST SE	
CHARLESTON	WV 25304
US	

Total Order Amount: \$64,750

CR 10-22-24

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Munk</i> 10/22/2024 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE <i>10/24/2024</i>	ENCUMBRANCE CERTIFICATION <i>Edy</i> DATE: 10-24-24 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order

Change Order No 3 is issued to accept the system and renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 10/17/2024 through 10/16/2025

Renewals Remaining: 3

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81162000	0.00000		0.000000	\$37,375.00
Service From	Service To	Manufacturer		Model No	
2022-10-17	2024-10-16				

Commodity Line Description: Auto Lab Accreditation System, AQS AB Manager or Equal

Extended Description:

Vendor's bid for this item will include total cost for initial set-up, technical support, training, updates, enhancements and bug fixes for the initial year. Will also include maintenance and support for First Year.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112201	120.00000	HOUR	125.000000	\$15,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Custom Programming and Support

Extended Description:

Reference Specification 4.1.15.3 Vendor's bid will include total cost for any custom programming and support that may be requested over the course of the entire 5 year contract. Hours are estimated at 120 hours (for bidding purposes only). Vendor will only bill for actual hours pre-approved and used. Custom programming and support must be pre-approved in writing by a representative of the WV DEP.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112201	0.00000		0.000000	\$12,375.00
Service From	Service To	Manufacturer		Model No	
2024-10-17	2025-10-16				

Commodity Line Description: Maintenance and Support Renewal Year 2

Extended Description:

Maintenance and Support Year 2

includes total cost for all license subscriptions and maintenance and support (including any custom programming and support) for Renewal for Year 2



west virginia department of environmental protection

Administrative Services
601 57th Street SE
Charleston, WV 25304-2345
304-926-0499 Phone
304-926-0491 Fax

Harold Ward, Cabinet Secretary
dep.wv.gov

October 4, 2024

AQS INC
2112 Deer Run Dr
South Weber, UT 84405

Contract Number: CCT DEP2300000002 AB Manager Lab Accreditation System, or Equal

The West Virginia Department of Environmental Protection is offering to accept and renew subject contract under the same terms, conditions, pricing and specifications. The renewal dates are October 17, 2024 through October 16, 2025. If your company agrees to this acceptance and renewal, please sign below and return the original to my attention as soon as possible.

In Addition to this form, we will need a current copy of your Certificate of Insurance.

Please let me know if you have questions.

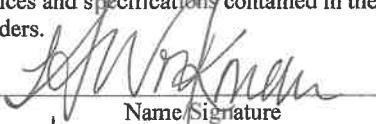
Cindy Fisher, Procurement Specialist, Senior
WV Dept of Environmental Protection
601 57th ST S.E.
Charleston, WV 25304
304-926-0499 x 41155
cindy.fisher@wv.gov

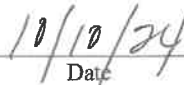
Cindy
Fisher

Digitally signed by:
Cindy Fisher
DN: CN = Cindy Fisher
email = cindy.fisher@wv.gov C = AD
Date: 2024.10.04 13:39:53 -04'00'

To Be completed by the Vendor:

We agree to renew the contract for the period as stated above, according to the terms, conditions, prices and specifications contained in the original contract including all authorized change orders.


Name Signature


Date

HEATHER WORKMAN
Printed Name

Promoting a healthy environment.



Cindy Fisher
Procurement Specialist, Senior
WV Dept of Environmental Protection
601 57th ST S.E.
Charleston, WV 25304

304-926-0499 x 41146
cindy.fisher@wv.gov

RE: Letter of Project Completion for AB Manager

WV Department of Environmental Protection purchased AB Manager accreditation management system in the fall of 2022. A partial payment was made for year one of the system. At the end of year one, it was mutually determined that there were some features in the original contract specification that had not been completely developed. We therefore agreed to extend the first-year contract until those items could be completed.

This letter is to confirm that AQS has completed all required tasks for full acceptance by WV DEP. All outstanding items have been reviewed and approved by Justin Carpenter, Program Manager for DWWM Laboratory Quality Assurance. We request approval to submit invoices for the remainder of the year one cost and for year two support and maintenance.

Respectfully submitted,

A handwritten signature in black ink that reads "Joel Workman". The signature is written in a cursive, flowing style.

Joel Workman
President
AQS, Inc.



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Heather D. Abbott
Chief Information Officer

John K. McHugh
Interim Cabinet
Secretary

**TO: Cindy Fisher, Procurement Specialist Senior
Department of Environmental Protection**

**FROM: Heather D. Abbott, Chief Information Officer
Office of Technology**

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
IS&C NUMBER: 2025-2224**

DATE: October 11, 2024

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Information Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for Change Order # 3 for AB Manager Lab Accreditation System CCT DEP23*2, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached

to your purchase order and any other correspondence related to this request.
If you have questions, or need additional information, please contact Consulting
Services at Consulting.Services@wv.gov.

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Business Organization Detail

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AQS, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	9/24/2022		9/24/2022	Foreign	Profit				

Organization Information									
Business Purpose	5182 - Information - Data Processing, Hosting, and Related Services - Data Processing, Hosting and Related Services			Capital Stock					
Charter County				Control Number					
Charter State	UT			Excess Acres					
At Will Term				Member Managed					
At Will Term Years				Par Value					
Authorized Shares				Young Entrepreneur		No			

Addresses	
Type	Address
Local Office Address	2112 DEER RUN DRIVE SOUTH WEBER, UT, 84405
Mailing Address	2112 DEER RUN DR SOUTH WEBER, UT, 84405 USA
Notice of Process Address	AQS, INC. 2112 DEER RUN DR SOUTH WEBER, UT, 84405
Principal Office Address	2112 DEER RUN DR SOUTH WEBER, UT, 84405 USA
Type	Address

Officers	
Type	Name/Address
Secretary	JOEL WORKMAN 2112 DEER RUN DR SOUTH WEBER, UT, 84405
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
Date filed	

For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, October 16, 2024 — 8:04 AM

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Important Reps and Certs Update Show Details
Jul 18, 2024



See All Alerts

Entity Validation Show Details
Sep 17, 2024



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- All Words 
- Exact Phrase 

e.g. 1606N020Q02

"AQS INC" 

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- Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. Mason</u> Date: <u>10.22.24</u> Solicitation No. <u>CCT DEP 23 001</u> <u>C/O # 3</u>	Agency: West Virginia Department of Environmental Protection Procurement Officer Submitting Requisition: Jessica Chambers-Smith Requisition No. CCT DEP2300000002 PF No.: 1030855
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions www.state.wv.us/admin/purchase/TCP.pdf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

