



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

State of West Virginia Delivery Order

Order Date: 10-21-2024

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:	CDO 0803 0081 DOT2300000011 6	Procurement Folder:	1108293
Document Name:	Fleet Management System System Development 81230034	Reason for Modification:	
Document Description:	Fleet Management System System Development 81230034	Change Order 1 Updating the SOW	
Procurement Type:	Central Delivery Order		
Buyer Name:	John W Estep		
Telephone:	304-558-2566		
Email:	john.w.estep@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0803 DOT2300000005 6
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000189604	Requestor Name:	John P Toomey	
ASSETWORKS INC 1001 OLD CASSATT RD STE 204		Requestor Phone:	304-352-0540	
BERWYN PA 19312		Requestor Email:	John.P.Toomey@wv.gov	
US		<h1>2025</h1> <p>FILE LOCATION _____</p>		
Vendor Contact Phone:	2153541078			Extensión:
Discount Details:				
#1	No	0.0000	0	
#2	No			
#3	No			
#4	No			

INVOICE TO	SHIP TO
INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720	INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720
CHARLESTON WV 25305	CHARLESTON WV 25305
US	US

Purchasing Division's File Copy

Total Order Amount:	\$1,433,980.00
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JE 10/21/24

PURCHASING DIVISION AUTHORIZATION
 DATE: *10.22.24*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *10-22-24*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 1 is issued to list new or changed billing milestones from the SOW this change order will not increase the amount of the original CDO just the billing milestones accordingly to all terms, condition, prices and specification contained in the original contract including all authorized change orders.

Effective date of Change 10/17/2024

Original Contract Price \$1,433,980.00

Change Order No 01 Increase : 0.00

Contract New Total: \$1,433,980.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43233701	0.00000		\$0.0000	\$1,433,980.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-09-23	2026-03-31				2022-09-21

Commodity Line Description: DEVELOPMENT IMPLEMENTATION SUPPORT FLEET MGT SYSTEM

Extended Description:

SOFTWARE DEVELOPMENT, INSTALLATION, SUPPORT AND TRAINING

See attached Pricing Pages

1. Change Request Initiation			
Title:	Reallocation of project funds for existing Interface modifications and the addition of a new interface. Two existing interfaces will also be descope.	Change Order #:	001
Submitted Date:	12/21/2023	Expiration Date:	01/20/2024
Customer Account Name:	State of West Virginia, Division of Highways	Account Manager:	John Crane
Requested by:	Jeff Pifer	Contact Email:	Jeff.M.Pifer@wv.gov
Submitted by:	Hillary Drewelow	Contact Email:	Hillary.Drewelow@assetworks.com
Originated by:	Hillary Drewelow	Contact Email:	Hillary.Drewelow@assetworks.com
AssetWorks Project ID:	WVDOTDOH-EAM-PO01	Change Order Type:	Fixed Fee
JIRA #	FAMQ-6924/FAMQ-6886 FEC-488 FEC-486 FEC-487 FEC-489 FEC-658 FEC-349 FEC-340		

2. Change Request Overview		
Reason for Change:	WVDOT has requested modifications to several interfaces that are currently within the scope of their existing FF FA implementation project. A new interface request was also made for a Commercial Cost Interface. Two interfaces that are currently within the scope of this project will also be descope.	
Impact on Scope?	Y	These changes will add additional work effort to the project scope.
Impact on Quality?	Y	This change will enhance the overall quality of the implementation.
Impact on Resources?	Y	AssetWorks (AW) will add additional resources to accommodate the interface design and development activities.
Impact on Schedule?	Y	These services will add scope to the project schedule. Currently, we do not anticipate any impact to the overall July 1 st , 2024, go live date.
Impact on Budget?	N	The cost for these services will be incorporated into the current project budget through a reallocation of funds from other milestones that will not be needed.

3. Change Request Budget Impact Analysis	
Summary of Work Effort Change:	Project Management, Professional Services, and Research and Development resources will be utilized in this work effort. This effort will provide a defined technical specification, interface development and QA, as well as delivery, configuration, and testing services for the Interface changes and newly added interface.

4. Change Request Description, Terms & Assumptions

Change Request Description:

Request Summary Overview

Modifications to the Asset Create Interface – wvOASIS Advantage Financials to FA (FAMQ-6924/FAMQ-6886)

WVDOT's external system will be the system of record for the creation, update and disposal of equipment and assets. This info will push to FA and is required to send all data which FA requires for creation of an Asset, with the assumption that some fields will be variables within the interface (vars.DefaultRequiredData1, etc.) or set of External Data Mapping for up to 5 fields if they cannot be sent from external system.

This interface will only create Assets of type VEHICLE (no other asset types, no Components) nor will interface create any supporting additional data, such as Departments), and will only write to 1 table (EQ_MAIN) not create any Supporting data in Additional tables (EQ_MAIN.ADDL). Any required supporting data which needs to be synced to a second table will require a change of scope. Otherwise, all supporting data must be pre-set to the system tables prior to sync, or manually added during an Error processing queue review, and re-synced.

If the data is required and does not exist (or is part of default data set, which must be written into specification during scoping with AssetWorks), the interface will send an Error message.

Assumptions:

Create and Update Asset Interface: if the Asset ID already exists, the data will be updated on the Asset following same rules/requirements. Asset ID cannot be changed, only created as it is the interface's primary key. If the workflows in any other "Create and Update Asset Interfaces" are timed simultaneously, the data will be loaded and updated based on the time of sync.

Included Additional Modifications:

- This interface will be one-way inbound from ERP to FleetFocus.
 - This source system will change from wvOASIS Advantage Financials to Budgetary Dashboard.
- Customer will send the full equipment list to FleetFocus for processing through the interface. Sending the full equipment list versus a delta comparison will require additional interface processing time. As a result, the interface may not fully process all files daily. Further details on processing time limitations and customer requirements to address this in MAXQueue will be noted in the technical specification for this interface.
- This interface will update equipment records to a lifecycle status of retired if the equipment record has a life cycle status of active but does not exist in the full list of all active equipment from customer's ERP.

Note: Cost increase is due to the change in the interface to be a full equipment extraction rather than a delta comparison.

WVDOT - Change Order Number: 001

UNIQUE ASSUMPTIONS:	<ol style="list-style-type: none"> As noted in the write-up of summary, this interface may not be able to run daily. Direction: One way – IN: This interface is a one-way direction, from the customer’s ERP to FleetFocus to create and update the FleetFocus Equipment Main table, no other tables or areas will be updated. No other data is being created/updated.
Change Request Description:	<p>Parts Master / Inventory Sync / Parts Issue & Returns Interface (FEC-488)</p> <p>WVDOT would like to add an additional workflow to the Parts Issue and Returns Interface. This one-way interface from the Budgetary Dashboard to FA will consist of Part Issues and Returns. These transactions will include a Task ID that will need to be created on the corresponding Work Order if it does not already exist.</p> <p>Included Additional Modifications:</p> <ul style="list-style-type: none"> Add the Task ID to the Work Order if it does not exist then insert the cost.
UNIQUE ASSUMPTIONS:	<ol style="list-style-type: none"> The Task ID sent from the Budgetary Dashboard must exist within the Tasks – Primary information screen. It will not create the Task ID to this screen.
Change Request Description:	<p>Modifications to the WVDOT Work Order and Task Info Extract Interface - FA to wvOASIS Advantage Financials (FEC-486)</p> <p>WVDOT would like to remove a workflow from the Work Order and Task Info Extract Interface. They will no longer need Task information sent to Oasis. Only the Work Order information will be sent in this one-way interface from FA to Oasis.</p> <p>Included Additional Modifications:</p> <ul style="list-style-type: none"> No longer send Task information. Just on Work Order Creation. The Work Order ID will be stored on the Oasis side and Tasks will be created in other interfaces. <p>Note: Change in scope only. No change to the cost of this interface.</p>
Change Request Description:	<p>Modifications to the Labor output from OASIS to FA for the purpose of outputting Billing (FEC-487)</p> <p>WVDOT would like to add an additional workflow to the Labor Output interface. This one-way interface from the Budgetary Dashboard to FA will send Labor transactions to be applied to Work Orders. These transactions will now include a Task ID that will need to be created on the Work Order if it does not already exist.</p> <p>Included Additional Modifications:</p> <ul style="list-style-type: none"> AssetWorks will modify the custom Labor Cost interface by adding Task ID to Job Main. Add the Task ID to the Work Order if it does not exist then insert the cost.
Change Request Description:	<p>Addition of a Commercial Interface (FEC-489)</p> <p>WVDOT’s external system will be the system of record for the creation of Commercial costs on Work</p>

WVDOT - Change Order Number: 001

	<p>Orders. This info will push to FA and is required to send all data which FA requires for creation of a Commercial Cost on a Work Order, with the assumption that some fields will be variables within the interface (vars.DefaultRequiredData1, etc.) or set of External Data Mapping for up to 5 fields if they cannot be sent from external system.</p> <p>This interface will not create any additional supporting data, such as Task IDs within the Tasks – Primary Information screen, which serve as a list of values for when tasks are created on a work order. This interface will only be written to 2 tables (TSK_MAIN, CML_MAIN).</p> <p>Any required supporting data which needs to be synced to a second table will require a change of scope. Otherwise, all supporting data must be pre-set to the system tables prior to sync, or manually added during an Error processing queue review, and re-synced.</p> <p>If the data is required and does not exist (or is part of the default data set, which must be written into specification during scoping with AssetWorks), the interface will send an Error message.</p>
<p>Change Request Description:</p>	<p>Modifications to the Asset Create/Update Interface - FA to Fuel Master (FEC-658)</p> <p>WVDOT would like to add an additional workflow to the Asset Create/Update Interface to Fuel Master. This one-way interface from FA to Fuel Master will send Asset information. This information will not be a data dump of all Asset Information but will send the information based upon deltas in the data. Based upon the creation or update of an asset, different API calls will need to be made to Fuel Master.</p> <p>Included Additional Modifications:</p> <ul style="list-style-type: none"> • Data Trigger: Data event trigger that watches the required fields. • Trigger check: Every time the interface runs on timer, it would check for the triggers event. • Data event: Requires a data event for each Post, Get and Put. Using a web library adapter.
<p>Change Request Description:</p>	<p>Descope the Accounts Interface wvOASIS to FA per the SOW. (FEC-349)</p> <p>This will include the descoping of the following milestones associated to this interface:</p> <ul style="list-style-type: none"> • EAM 50 - FA - Accounts Interface - wvOASIS to FA - Deliver Specifications \$9,594.00 • EAM 51 - FA - Accounts Interface - wvOASIS to FA - Deliver Interface \$6,396.00
<p>Change Request Description:</p>	<p>Descope the Usage Tickets Create Interface - wvOASIS Advantage Financials HRM to FA per the SOW. (FEC-340)</p> <p>This will include the removal of the following milestones associated to this interface:</p> <ul style="list-style-type: none"> • EAM 38 - FA - Usage Tickets Create Interface - wvOASIS Advantage Financials HRM to FA - Deliver Specifications \$9,594.00 • EAM 39 - FA - Usage Tickets Create Interface - wvOASIS Advantage Financials HRM to FA - Deliver Interface \$6,396.00
<p>Change Order Assumptions:</p>	<p>1. The terms and conditions noted in the Statement of Work (Q-08257), dated 9/07/2022 will apply to this change order.</p>

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Professional Services Standard Terms & Assumptions:	<ol style="list-style-type: none"> 1. All costs are quoted in USD and do not include applicable taxes. 2. Costs are for a fixed fee effort. 3. Invoices are due on existing contract terms. 4. If additional scope is added or required, a change order will be requested of the customer. 5. If this order is abandoned, paused, or cancelled by the customer for any reason mid-effort, the customer will be billed for all AssetWorks time incurred at the current contracted labor rate. 6. The Professional Services amount will be invoiced upon signature of design specification. The development amount will be invoiced upon delivery, not client acceptance and is due on existing contract terms.
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5. Change Request Acceptance

As of the date below, WVDOT acknowledges this change order to be necessary and approves the adjustment defined below. Any further change will be evaluated and managed as a separate change order. Costs are for a fixed fee effort and do not include applicable taxes. All prices are in USD. Milestones are to be billed as noted below in Section 6.

This change order is to AssetWorks project number **WVDOTDOH-EAM-P001**. Except as provided in this change order, the agreement for that project is in full force and effect.

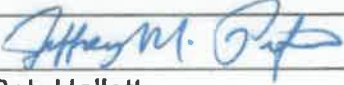

6. List of New or Changed Items – Billing Milestone(s)

Milestone #	New (Y/N)	Description	New Budget	Total Change
CR-001-1	Y	Approved updates to Asset Create Interface - wvOASIS Advantage Financials to FA Specification	\$4,817.50	\$4,817.50
CR-001-2	Y	Deliver Asset Create Interface- wvOASIS Advantage Financials to FA in MAXQueue Package for Download	\$4,817.50	\$4,817.50
CR-001-3	Y	Approved updates to Parts Master / Inventory Sync / Parts Issue & Returns Interface Specification	\$410.00	\$410.00
CR-001-4	Y	Deliver Parts Master / Inventory Sync / Parts Issue & Returns Interface in MAXQueue Package for Download	\$410.00	\$410.00
CR-001-5	Y	Approved updates to OASIS to FA for the purpose of outputting Billing Interface Specification	\$307.50	\$307.50
CR-001-6	Y	Deliver OASIS to FA Interface for the purpose of outputting Billing in MAXQueue Package for Download	\$307.50	\$307.50
CR-001-7	Y	Approved updates to the Asset Create/Update Interface - FA to Fuel Master Specification	\$3,280.00	\$3,280.00
CR-001-8	Y	Deliver Asset Create/Update Interface-FA to Fuel Master in MAXQueue Package for Download	\$3,280.00	\$3,280.00
CR-001-9	Y	Approved Commercial Interface Specification	\$15,375.00	\$15,375.00
CR-001-10	Y	Deliver Commercial Interface in MAXQueue Package for Download	\$15,375.00	\$15,375.00
EAM 38	Y	FA - Usage Tickets Create Interface - wvOASIS Advantage Financials HRM to FA - Deliver Specifications	(\$9,594.00)	(\$9,594.00)

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EAM 39	Y	FA - Usage Tickets Create Interface - wvOASIS Advantage Financials HRM to FA - Deliver Interface	(\$6,396.00)	(\$6,396.00)
EAM 50	Y	FA - Accounts Interface - wvOASIS to FA - Deliver Specifications	(\$9,594.00)	(\$9,594.00)
EAM 51	Y	FA - Accounts Interface - wvOASIS to FA - Deliver Interface	(\$6,396.00)	(\$6,396.00)
EAM 70	Y	Reduce Post Implementation Support Services - Weeks 23-26 (4 trips for one resource)	(\$16,400.00)	(\$16,400.00)
Change Request Total				\$0.00

7. Authorized Signatures

Customer Authorized Representative:	WVDOT		
Signature:		Date:	1/2/24
AssetWorks Authorized Representative:	Rob Hallett		
Signature:		Date:	1/2/2024

Christy James 10/17/24

Tressie Lopez
 Digitally signed by Tressie Lopez
 DN: C=US,
 E=Tressie.A.Lopez@wv.gov,
 O=WVDOT - ERP / Special
 Projects Section, OU=0081,
 CN=Tressie Lopez
 Date: 2024.01.02 10:57:05-05'00'

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Business Organization Detail

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ASSETWORKS INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	7/13/2022		7/13/2022	Foreign	Profit				

Organization Information									
Business Purpose		5112 - Information - Publishing Industries - Software Publishers			Capital Stock				
Charter County				Control Number		9B1YO			
Charter State		DE			Excess Acres				
At Will Term				Member Managed					
At Will Term Years				Par Value					
Authorized Shares				Young Entrepreneur		Not Specified			

Addresses

Type	Address
Mailing Address	998 OLD EAGLE SCHOOL ROAD, SUITE 1215 WAYNE, PA, 19087-1805 USA
Notice of Process Address	CT CORPORATION SYSTEM 1627 QUARRIER ST. CHARLESTON, WV, 25311
Principal Office Address	998 OLD EAGLE SCHOOL RD., SUITE 1215 WAYNE, PA, 19087-1805 USA
Type	Address

Officers	
Type	Name/Address
Director	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
Director	MARK MILLER 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
President	MARK MILLER 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
Secretary	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
Treasurer	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
Vice-President	TONY DESILVESTER 998 OLD EAGLE SCHOOL ROAD, SUITE 1215 WAYNE, PA, 19087-1805
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.

Monday, October 21, 2024 — 10:37 AM

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Document Navigator

7/19/2024

Vendor		Total Lines: 1 Vendor Line: 1 Vendor Customer: 000000189604 Legal Name:	
Vendor Line	Vendor Customer	Legal Name	Total Ordered Amount
1	000000189604	ASSETWORKS INC	\$1,565,980.00

From 1 to 1 Total: 1 Show Lines: 10

General Information Thresholds Discount Information

Vendor Customer: 000000189604	Vendor Contact ID: CV10001
Legal Name: ASSETWORKS INC	Vendor Contact Name: LYNN SONS
Alias/DBA:	Vendor Contact Phone: 2153541078
Address Code: CV10001	Vendor Contact Phone Ext.:
998 OLD EAGLE SCHOOL RD #1215	Vendor Contact Email: lynn.sons@assetworks.com
WAYNE	Vendor Type: Primary <input type="button" value="v"/>
PA	Master Agreement Code: CMA
19087	Master Agreement Department: 0803
US	Master Agreement ID: DOT2300000005
Vendor Preference Level: 99	
Vendor Line Discontinued:	



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Simple Search

Search Editor

Any Words

All Words

Exact Phrase

e.g. 123456789, Smith Corp.

"Assetworks Inc."

Entity

Entity Name

Assetworks Inc.

Unique Entity ID

CAGE / NCAGE

Location

Status