



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: 10-28-2024

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>	CDO 0803 0081 DOT2300000011 7	<b>Procurement Folder:</b>	1108293
<b>Document Name:</b>	Fleet Management System System Development 81230034	<b>Reason for Modification:</b>	Change Order 2 Updating the SOW and Decreasing the Amount
<b>Document Description:</b>	Fleet Management System System Development 81230034		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	John W Estep		
<b>Telephone:</b>	304-558-2566		
<b>Email:</b>	john.w.estep@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0803 DOT2300000005 7
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR			DEPARTMENT CONTACT		
<b>Vendor Customer Code:</b>	000000189604		<b>Requestor Name:</b>	John P Toomey	
ASSETWORKS INC 1001 OLD CASSATT RD STE 204			<b>Requestor Phone:</b>	304-352-0540	
BERWYN PA 19312			<b>Requestor Email:</b>	John.P.Toomey@wv.gov	
US			<div style="font-size: 2em; font-weight: bold;">2025</div> <div style="font-weight: bold;">FILE LOCATION</div>		
<b>Vendor Contact Phone:</b>	2153541078	<b>Extension:</b>			
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>			<b>Discount Days</b>
#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  CHARLESTON WV 25305  US	INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720  CHARLESTON WV 25305  US

Purchasing Division's File Copy

<b>Total Order Amount:</b>	\$1,427,980.00
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JE 10/30/24

PURCHASING DIVISION AUTHORIZATION  
 DATE: 10-30-24  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: 10-30-24  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

**Change Order**

Change Order No. 2 is issued to list new or changed billing milestones from the SOW this change order will decrease 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 02 Decrease :     6,000.00

Contract New Total:               \$1,427,980.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43233701	0.00000		\$0.0000	\$1,427,980.00
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

### 5. Change Request Acceptance



As of the date below, WVDOT acknowledges this change request to be necessary and approves the adjustment defined below. Any further change will be evaluated and managed as a separate change request. Costs are based on a Time and Materials basis and do not include applicable taxes. All prices are in USD.

This change request is to AssetWorks project number WVDOTDOH-EAM-P001. Except as provided in this change request, 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	Existing Budget	New Budget	Total Change
EAM 12	N	Deliver Go Live Deployment Plan	\$ 10,972.46	\$ 5,486.23	(\$ 5,486.23)
EAM 62	N	Deliver Enterprise Readiness Plan	\$ 13,166.95	\$ 6,583.48	(\$ 6,583.47)
EAM 63	N	Deliver OCM Materials	\$ 32,917.38	\$ 0.00	(\$ 32,917.38)
EAM 64	N	Assist Customer in Deployment of Go Live checklist and cutover to Production	\$43,306.37	\$ 37,306.37	(\$6,000.00)
EAM 65	N	Post Implementation Support Services Weeks 1-6	\$41,625.00	\$ 0.00	(\$41,625.00)
EAM 66	N	Post Implementation Support Services Weeks 7-10	\$33,625.00	\$ 0.00	(\$33,625.00)
EAM 67	N	Post Implementation Support Services Weeks 11-14	\$33,625.00	\$ 0.00	(\$33,625.00)
EAM 68	N	Post Implementation Support Services Weeks 15-18	\$33,625.00	\$ 0.00	(\$33,625.00)
EAM 69	N	Post Implementation Support Services Weeks 19-22	\$33,625.00	\$ 0.00	(\$33,625.00)
EAM 70	N	Post Implementation Support Services Weeks 23-26	\$17,225.00	\$ 0.00	(\$17,225.00)
CR-002-1	Y	Extended Postproduction Support	\$ 0.00	\$238,337.08	\$238,337.08
<b>Change Request Total</b>					<b>(\$ 6,000.00)</b>

### 7. Authorized Signatures

Customer Authorized Representative:	WVDOT		
Signature:		Date:	10/15/24
AssetWorks Authorized Representative:	Greg Richards, General Manager		
Signature:		Date:	10/15/2024

 10/17/24

## WVDOT - Change Order Number: 002

<b>1. Change Request Initiation</b>			
<b>Title:</b>	Reallocation of existing project budget to new T&M milestone.	<b>Change Order #:</b>	002
<b>Submitted Date:</b>	10/15/2024	<b>Expiration Date:</b>	11/14/2024
<b>Customer Account Name:</b>	State of West Virginia, Division of Highways	<b>Account Manager:</b>	John Crane
<b>Requested by:</b>	Jeff Pifer	<b>Contact Email:</b>	<a href="mailto:Jeff.M.Pifer@wv.gov">Jeff.M.Pifer@wv.gov</a>
<b>Submitted by:</b>	Hillary Drewelow	<b>Contact Email:</b>	<a href="mailto:Hillary.Drewelow@assetworks.com">Hillary.Drewelow@assetworks.com</a>
<b>Originated by:</b>	Hillary Drewelow	<b>Contact Email:</b>	<a href="mailto:Hillary.Drewelow@assetworks.com">Hillary.Drewelow@assetworks.com</a>
<b>AssetWorks Project ID:</b>	WVDOTDOH-EAM-P001	<b>Change Order Type:</b>	Time and Materials
<b>PO # / Contract:</b>	CDO DOT2300000011		

<b>2. Change Request Overview</b>		
<b>Reason for Change:</b>	WVDOT has requested the reallocation of existing Fixed Fee milestones to a T&M milestone for extended project support post go live.	
<b>Impact on Scope?</b>	N	These changes will not add additional work effort to the project scope.
<b>Impact on Quality?</b>	Y	This change will enhance the overall quality of the implementation.
<b>Impact on Resources?</b>	N	No additional resources will be required for this work effort.
<b>Impact on Schedule?</b>	N	These services will not impact the current project schedule.

<b>3. Change Request Budget Impact Analysis</b>	
<b>Summary of Work Effort Change:</b>	Reallocation of existing project budget for extended post go live support.

### 4. Change Request Description, Terms & Assumptions

<p><b>Change Request Description:</b></p>	<p><b>Reallocate 50% of the budget for Milestone EAM 12: Deliver Go Live Deployment Plan</b></p> <ul style="list-style-type: none"> <li>EAM 12: Deliver Go Live Deployment Plan (\$5,486.23)</li> </ul> <p><b>Reallocate 50% of the budget for Milestone EAM 62: Deliver Enterprise Readiness Plan</b></p> <ul style="list-style-type: none"> <li>EAM 62: Deliver Enterprise Readiness Plan (\$6,583.47)</li> </ul> <p><b>Reallocate 100% of the budget for Milestone EAM 63: Delivery OCM Materials</b></p> <ul style="list-style-type: none"> <li>EAM 63: Delivery OCM Materials (\$32,917.38)</li> </ul> <p><b>Reduce the existing budget for Milestone EAM 64: Assist Customer in Deployment of Go Live by \$6,000.00 for travel expenses not used. *This budget will be removed from the project and will not be reallocated.</b></p> <ul style="list-style-type: none"> <li>EAM 64: Assist Customer in Deployment of Go Live (\$ 6,000.00)</li> </ul> <p><b>Reallocate the budget for the Post Implementation Support Milestones</b></p> <ul style="list-style-type: none"> <li>Milestone EAM 65: Post Implementation Support Services - Weeks 1-6 \$41,625.00</li> <li>Milestone EAM 66: Post Implementation Support Services - Weeks 7-10 \$33,625.00</li> <li>Milestone EAM 67: Post Implementation Support Services - Weeks 11-14 \$33,625.00</li> <li>Milestone EAM 68: Post Implementation Support Services - Weeks 15-18 \$33,625.00</li> <li>Milestone EAM 69: Post Implementation Support Services - Weeks 19-22 \$33,625.00</li> <li>Milestone EAM 70: Post Implementation Support Services - Weeks 23-26 \$17,225.00</li> </ul> <p><b>The above budget amounts will be reallocated to the following new T&amp;M milestone:</b></p> <p><b>CR-002-1 Postproduction Extended Support \$238,337.08</b></p>
<p><b>Professional Services Standard Terms &amp; Assumptions:</b></p>	<ul style="list-style-type: none"> <li>The terms and conditions noted in the Statement of Work will apply to this change request.</li> </ul>

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

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### Business Organization Detail

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

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

Addresses

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

<b>Officers</b>	
Type	Name/Address
<b>Director</b>	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
<b>Director</b>	MARK MILLER 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
<b>President</b>	MARK MILLER 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
<b>Secretary</b>	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
<b>Treasurer</b>	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 19087-1805
<b>Vice-President</b>	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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Centralized Master Agreement(CMA) Dept: 0803 ID: DOT2300000005 Ver.: 3 Function: Modification Phase: Final

Document Navigator  7/19/2024

Vendor		Total Lines: 1 Vendor Line: 1 Vendor Customer: 000000189604 Legal Name:		
Vendor Line	Vendor Customer	Legal Name	Not to Exceed Amount	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

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

