



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

State of West Virginia  
**Master Agreement**

Order Date: 08-28-2024

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>	CMA 0803 0063 DOT2100000022 5	<b>Procurement Folder:</b>	708650
<b>Document Name:</b>	ADVANCED TRAFFIC MANAGEMENT SYSTEM (6319C0040)	<b>Reason for Modification:</b>	Change Order No. 4 - Administrative change order to add commodity lines to the purchase order.
<b>Document Description:</b>	ADVANCED TRAFFIC MANAGEMENT SYSTEM (6319C0040)		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2020-12-15
<b>Free on Board:</b>		<b>Effective End Date:</b>	2024-12-14

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000199213 OPEN ROADS CONSULTING INC 4660 LA JOLLA VILLAGE DR SUITE 100  SAN DIEGO CA 92122 US <b>Vendor Contact Phone:</b> 7039738711 <b>Extension:</b>	<b>Requestor Name:</b> Mark A Waid <b>Requestor Phone:</b> 304 414 7105 <b>Requestor Email:</b> mark.a.waid@wv.gov																				
<b>Discount Details:</b> <table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			<h1>2025</h1> <p>FILE LOCATION _____</p>
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS ENGINEERING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV 25305-0430 US	DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV 25305-0430 US

8/29/24 GC

<b>Total Order Amount:</b>	Open End
----------------------------	----------

Purchasing Division's File Copy

JE 8/29/24

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *JE 8.29.24*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *John S. Gray*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *8.29.24*  
 ELECTRONIC SIGNATURE ON FILE

9/15/2024

**Extended Description:**

Change Order No. 4 - Administrative change order to add commodity lines for pricing.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		481700.00	

**Commodity Line Description:** ATMS DEVELOPMENT, INSTALLATION, TESTING, DEPLOYMENT

**Extended Description:**

SEE ATTACHMENT A FOR PRICING

ATMS DEVELOPMENT, INSTALLATION, TESTING, DEPLOYMENT BASE PACKAGE TO MEET FUNCTIONAL REQUIREMENTS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		228700.00	

**Commodity Line Description:** 511 SYSTEM DEVELOPMENT, INSTALLATION, TESTING

**Extended Description:**

SEE ATTACHMENT A FOR PRICING

511 SYSTEM DEVELOPMENT, INSTALLATION, TESTING & DEPLOYMENT BASE PACKAGE TO MEET MANDATORY FUNCTIONAL REQUIREMENTS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		107600.00	

**Commodity Line Description:** TELEPHONY & COMMUNICATINOS SYSTEM & SERVICES REQUIRED

**Extended Description:**

SEE ATTACHMENT A FOR PRICING

TELEPHONY & COMMUNICATINOS SYSTEM & SERVICES REQUIRED TO PROVIDE THE 511 SYSTEMS & SERVICED DESIRED

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		333250.00	

**Commodity Line Description:** MATERIALS & EQUIPMENT REQUIRED PER SECTION 4 SUBSECTION 5.15

**Extended Description:**

SEE ATTACHMENT A FOR PRICING

MATERIALS & EQUIPMENT REQUIRED PER SECTION 4 SUBSECTION 5.15

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	81111504			HOUR	143.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** NON SPECIFIED TIME FOR AS NEEDED TECHNICAL SUPPORT

**Extended Description:**  
NON SPECIFIED TIME FOR AS NEEDED TECHNICAL SUPPORT OUTSIDE OF TIME & COSTS INCLUDED IN YEARS 1-8

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	81111504			HOUR	150.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** ADDITIONAL 511 SYSTEM SERVICES OR MODULES

**Extended Description:**  
ADDITIONAL SYSTEM SERVICES OR MODULES TO BE PROVIDED TO MEET DEISREABLE FUNCTIONAL REQUIREMENTS (DETAIL & DEFINE IN PROPOSAL)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	81111504			HOUR	143.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** ADDITIONAL ATMS SERVICES OR MODULES TO BE PROVIDED

**Extended Description:**  
ADDITIONAL ATMS SERVICES OR MODULES TO BE PROVIDED TO MEET FUNCTIOAL REQUIREMENTS (DETAIL & DEFINE IN PROPOSAL)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		1400000.00	

**Commodity Line Description:** Communications system and services - Years 2 - 8

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

Communications system and services - Years 2 -8

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		317500.00	

**Commodity Line Description:** ATMS and 511 System Maintenance Personnel Svcs - Years 2-4

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

ATMS and 511 System Maintenance -Years 2-4 Personnel Services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		24100.00	

**Commodity Line Description:** Software Training Services - Years 2 -4

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

Software Training Services - Years 2-4

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		30000.00	

**Commodity Line Description:** Non-specified annual ATMS/511 Sys Materials Budget-Years 2-8

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

Non-specified annual ATMS and 511 System Materials Budget outside of materials and costs included. Years 2-8

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		1000000.00	

**Commodity Line Description:** IDIQ Time and Materials

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

IDIQ Time and Materials

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		712300.00	

**Commodity Line Description:** ATMS and 511 System Maintenance/Upgrade Svcs - Years 3-4

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

ATMS and 511 System Maintenance/Upgrade Services -Years 3-4

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	81111504				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2020-12-15	2024-12-14		755100.00	

**Commodity Line Description:** ATMS and 511 System Maintenance/Upgrade Svcs - Years 5-6

**Extended Description:**  
SEE ATTACHMENT A FOR PRICING - Added by Change Order No. 2

ATMS and 511 System Maintenance/Upgrade Services -Years 5-6

Estep, John W <john.w.estep@wv.gov>



### CMA DOT21\*22

1 message

James, Kristy E <kristy.e.james@wv.gov>

Tue, Aug 27, 2024 at 1:23 PM

To: John W Estep <John.W.Estep@wv.gov>, Dusty J Smith <dusty.j.smith@wv.gov>, Amber J Heath <amber.j.heath@wv.gov>

John,

We are having issues with getting an ADO processed because Commodity line 12 has the incorrect dollar amount on it. Below is a screen shot from the contract and pricing page. The total amount of communications for years 2-8 was supposed to be \$200,000 per year for a total of \$1,400,000.00.

Could you process a change order to correct this? We have some invoices that we need to get processed against ADO DOT23\*1125.

Thank you

The screenshot displays a contract pricing table with the following data:

Item	Description	Unit	Quantity	Unit Price	Total Price	Rate
7	NON INCURRED TIME FOR 48 HOURS TECHNICAL SUPPORT	HOURL	1800.00	30.00	54,000.00	0.00%
11	ADDITIONAL 24 HOURS TECHNICAL SUPPORT	HOURL	1800.00	30.00	54,000.00	0.00%
12	ADDITIONAL 24 HOURS TECHNICAL SUPPORT	HOURL	1800.00	30.00	54,000.00	0.00%
13	SOFTWARE TRAINING SERVICES - YEAR 2-8	HOURL	121,100.00	1.65	1,998,150.00	0.00%
14	SOFTWARE TRAINING SERVICES - YEAR 2-8	HOURL	121,100.00	1.65	1,998,150.00	0.00%

Below the table is a detailed view of Commodity Line 12:

- Commodity Line:** 12
- Description:** Communications system and services - Year 2-8
- Unit Price:** 30.00
- Quantity:** 121,100.00
- Total Price:** 1,998,150.00
- Extended Description:** SEE ATTACHMENT A FOR PRICING. Added by Change Order No. 2.
- Service Dates:** 12/15/2024 to 12/15/2024
- Tax Status:** No Tax

Communications system and services required to provide the ATMS and associated operations desired - Years 2 - 8.

Annual

\$200,000

\$1,400,000

Due to market variations with regard to telecommunication rates and variations in communication needs presented, this item cost will be input as a standardized unit cost per year by each Vendor.

Thanks

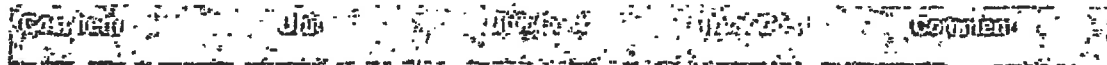
Kristy James  
WV DOT  
Procurement Officer  
304/414-7104

Procurement Requests should be directed to: DOTProcurement@wv.gov Inventory related questions should be directed to DOTInventory@wv.gov



## 1.0 Attachment A: Cost Sheet (RFP Section 5.3.7.)

Cost information below as detailed in the Request for Proposal and submitted in a separate sealed envelope. Cost Sheet and the RFP Number should be clearly marked on the outside of the envelope.

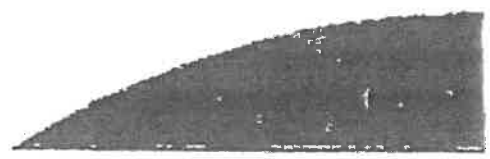


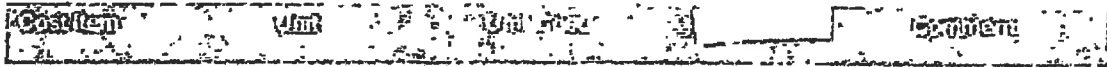
<b>ATMS development, installation, integration, testing and deployment Base Package to meet mandatory functional requirements</b>	LS	\$481,700	\$481,700
---	----	-----------	-----------

<b>Additional ATMS Services or Modules to be provided to meet desirable functional requirements (detail &amp; define in proposal)</b>	Hourly	\$143	\$145,145
---	--------	-------	-----------

<b>Communications system and services required to provide the ATMS and associated operations desired – Years 2 – 6.</b>	Annual	<del>\$200,000</del>	<del>\$1,400,000</del>	Due to market variations with regard to telecommunication rates and variations in communication needs presented, this item cost will be input as a standardized unit cost per year by each Vendor.
---	--------	----------------------	------------------------	--

<b>511 System development, installation, integration, testing and deployment Base Package to meet mandatory functional requirements</b>	LS	\$228,700	\$228,700
---	----	-----------	-----------





**Additional 511 System Services or Modules to be provided to meet desirable functional requirements (detail & define in proposal)**

Hourly \$150

**Telephony and communications system and services required to provide the 511 Systems and services desired**

LS \$107,600

**Materials and Equipment required per Section 4, Subsection 5.15**

LS \$333,250

**ATMS and 511 System Maintenance Personnel Services – Year 1**

LS N/A

**Year 1 is System Development period.**

\* **ATMS and 511 System Maintenance Personnel Services – Years 2 – 4**

LS \$317,500

**ATMS and 511 System Maintenance Personnel Services – Years 5 – 6**

LS \$220,200

**ATMS and 511 System Maintenance Personnel Services – Years 7 – 8**

LS \$228,600

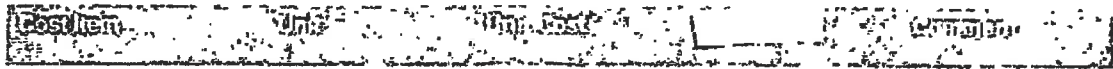






		Included in Base System Package Price	Included in Base System Package Price	Covered by Base Software price warranty for 1 year after acceptance
<b>ATMS and 511 System Software Maintenance/Upgrade Services – Years 1-2</b>	LS			
<b>ATMS and 511 System Software Maintenance/Upgrade Services – Years 3-4</b>	LS	\$712,300		
<b>ATMS and 511 System Software Maintenance/Upgrade Services – Years 5-6</b>	LS	\$755,100		
<b>ATMS and 511 System Software Maintenance/Upgrade Services – Years 7-8</b>	LS	\$800,300		
<b>Software Training Services – Year 1</b>	LS	N/A		Year 1 is System Development period.
<b>* Software Training Services – Years 2-4</b>	LS	\$24,100		
<b>Software Training Services – Years 5-6</b>	LS	\$16,100		
<b>Software Training Services – Years 7-8</b>	LS	\$16,100		
<b>Non-Specified Time for as- needed technical support outside of time and costs included above -Years 1-8.</b>	Hourly	\$143		Use an average hourly Unit Cost inclusive of overhead and profit (loaded rate) and calculate based on 260 hours/year for each of years 1 -8. Use of these hours and budget is by WVDOH





prior approval  
only.



**Non-specified annual  
ATMS and 511  
System Materials  
Budget outside of  
materials and costs  
included above -  
Years 2 - 8**

Annual                      \$30,000

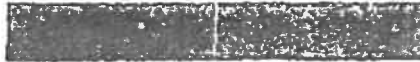
Materials may  
include new  
hardware, 3rd  
party software,  
supplies,  
equipment  
expenses, etc.  
Prior approval by  
WVDOT required  
for use of this  
materials budget.



**IDIQ Time & Materials**

LS                              \$1,000,000

Mandatory item  
per Section 4,  
Subsection 5.17



**Signature/Title/Date:**

**Executive Vice President, Inter-Urban Solutions**

**6/19/20**



You are viewing this page over a secure connection. Click here for more information.

## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### 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.*

### OPEN ROADS CONSULTING, INC.

See ATTACHED

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	4/25/2007		4/25/2007	Foreign	Profit		12/27/2022	Merger

Organization Information			
<b>Business Purpose</b>	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)		
<b>Charter County</b>	Kanawha	<b>Control Number</b>	93381
<b>Charter State</b>	VA	<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

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Local Office Address</b>	1420 KRISTINA WAY SUITE 102 CHESAPEAKE, VA, 23320
<b>Mailing Address</b>	1420 KRISTINA WAY SUITE 102 CHESAPEAKE, VA, 23320 USA
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
<b>Principal Office Address</b>	1420 KRISTINA WAY SUITE 102 CHESAPEAKE, VA, 23320 USA
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>President</b>	MORTEN ANDERSSON 1420 KRISTINA WAY SUITE 102 CHESAPEAKE, VA, 23320
<b>Secretary</b>	JIMI MESHULAM 1420 KRISTINA WAY SUITE 102 CHESAPEAKE, VA, 23320
<b>Treasurer</b>	JIMI MESHULAM 1420 KRISTINA WAY SUITE 102 CHESAPEAKE, VA, 23320
<b>Type</b>	<b>Name/Address</b>

<b>DBA</b>			
<b>DBA Name</b>	<b>Description</b>	<b>Effective Date</b>	<b>Termination Date</b>
Q-FREE OPEN ROADS	TRADENAME	7/27/2017	
<b>DBA Name</b>	<b>Description</b>	<b>Effective Date</b>	<b>Terminatio</b>

<b>Annual Reports</b>
<b>Filed For</b>
2022
2021
2020
2019
2018
2017x
2017
2016
2015
2014
2013
2012
2011
2010
2010
2009
<b>Date filed</b>

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

Thursday, August 29, 2024 — 7:59 AM

© 2024 State of West Virginia

Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Ordering	4660 LA JOLLA VILLAGE DR SUITE 100	SAN DIEGO	CA	92122	THOMAS PHILLIPS
Payment	1420 KRISTINA WAY STE 102	CHESAPEAKE	VA	23320	Lisa Rutter
Ordering	1420 KRISTINA WAY STE 102	CHESAPEAKE	VA	23320	Amy Winslow

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000199213

OPEN ROADS CONSULTING INC

Address Type : Ordering

Division/Department :

Additional Address Info. :

Prevent New Spending : }

Default Currency : USD - US Dollar

Active From : 11/30/2020

Active To :

Default Record :

Mail Returned :

Active Address : Yes

▼ Address Information

Address ID : AD000001

Country Phone Code : 1

Street 1 : 4660 LA JOLLA VILLAGE DR

Phone : 703-973-8711

Street 2 :

Phone Extension :

City : SAN DIEGO

County :

State/Province : CA

County Name :

Zip/Postal Code : 92122

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

Top

Modify Existing Record Add New Address

Master Address

Master Contacts

Languages

Vendor Transaction History



Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry.

[Sign In](#)

Select Domain  
**Entity Information**



All Entity Information

[Entities](#)

[Disaster Response Registry](#)

[Responsibility / Qualification](#)

[Exclusions](#)



## No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

[Search inactive](#)

[Go back](#)

Filter By

### Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

[Simple Search](#)

[Search Editor](#)

- Any Words
- All Words
- Exact Phrase

e.g. 123456789 Smith Corp  
"Open Roads Consulting Inc"

Entity

#### Entity Name

No results found

#### Unique Entity ID

e.g. H1YR9JH63L

#### CAGE / NCAGE

Location

Status

- Active
- Inactive

[Reset](#)

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>8/29/24</u>	Agency: WVDOH
Solicitation No. <u>CMA DOT 21*22</u> <u>CO#4</u>	Procurement Officer Submitting Requisition: Dusty Smith
	Requisition No. CMA DOT21*22
	PF No.: 708650

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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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

**FOR CHANGE ORDERS/RENEWALS:**

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: \_\_\_\_\_

