



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: 12-18-2024

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:	CDO 0511 2680 BMS2100000039 17	Procurement Folder:	890402
Document Name:	Base Year 1-5 Delivery Order: Implementation and Operations	Reason for Modification:	
Document Description:	Base Year 1-5 Delivery Order: Implementation and Operations	Change Order 2 is issued to cancel the balance per the attached documentation.	
Procurement Type:	Central Delivery Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0511 HHR2100000002 17
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000103433	Requestor Name:	Lakendra R Burdette	
INTERNATIONAL BUSINESS MACHINES CORPORATION NEW ORCHARD RD		Requestor Phone:	304-352-4319	
ARMONK NY 10504		Requestor Email:	lakendra.burdette@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">2025</div> <div style="font-weight: bold;">FILE LOCATION</div>		
Vendor Contact Phone:	999-999-9999			Extension:
Discount Details:				
	Discount Allowed	Discount Percentage	Discount Days	
#1	No	0.0000	0	
#2	No			
#3	No			
#4	No			

INVOICE TO	SHIP TO
PROCUREMENT OFFICER: 304-352-4286 HEALTH AND HUMAN RESOURCES BUREAU FOR MEDICAL SERVICES 350 CAPITOL ST, RM 251 CHARLESTON WV 25301-3709 US	PROCUREMENT OFFICER: 304-352-4286 HEALTH AND HUMAN RESOURCES BUREAU FOR MEDICAL SERVICES 350 CAPITOL ST, RM 251 CHARLESTON WV 25301-3709 US

Total Order Amount:	\$39,589,233.05
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Purchasing Division's File Copy

CH 12/19/24
 PURCHASING DIVISION AUTHORIZATION
 DATE: 12/19/24
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: 12-23-24
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 2 to cancel the balance on the delivery order from \$44,698,706.30 to \$39,589,233.05 per attached document.

Original Contract Total: \$44,698,706.30

Change Order No. 2 cancellation
of CL 6 : (\$5,109,473.25)

New Contract Total: \$39,589,233.05

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101606	0.00000		\$0.0000	\$15,850,000.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-04-01	2023-06-30				

Commodity Line Description: Implementation-Project Deliverables & Project Mgmt-14 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Implementation-Project Deliverables & Project Management-14 Months

Change Order 1: To extend end date from 05/31/22 to 06/30/23.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101606	0.00000		\$0.0000	\$465,396.80
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-04-01	2022-05-31				

Commodity Line Description: Implementation-Hosting and Disaster Recovery-14 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Implementation-Hosting and Disaster Recovery-14 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101606	0.00000		\$0.0000	\$1,518,824.16
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-04-01	2022-05-31				

Commodity Line Description: Implementation-Packaged Software-14 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Implementation-Packaged Software-14 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101606	0.00000		\$0.0000	\$920,928.37
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-04-01	2022-05-31				

Commodity Line Description: Implementation-Hardware-14 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Implementation-Hardware-14 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	80101606	0.00000		\$0.0000	\$883,167.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-04-01	2022-11-13				

Commodity Line Description: Implementation-Vendor Facility-14 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Implementation-Vendor Facility-14 Months

Change Order 1: To extend end date from 05/31/22 to 11/13/22.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	80101606	0.00000		\$0.0000	\$0.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-11-14	2023-03-31				

Commodity Line Description: Y2-Maintenance and Operations Support-10 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y2-Maintenance and Operations Support-10 Months

Change Order 1: To Change Service period from 06/01/22-03/31/23 to 11/14/22-03/31/23.

Change Order 2:

Actual Amount used \$0.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	80101606	0.00000		\$0.0000	\$325,064.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-11-14	2023-03-31				

Commodity Line Description: Y2-Hosting and Disaster Recovery-10 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y2-Hosting and Disaster Recovery-10 Months

Change Order 1: To Change Service period from 06/01/22-03/31/23 to 11/14/22-03/31/23.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	80101606	0.00000		\$0.0000	\$820,009.50
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-14	2023-03-31				

Commodity Line Description: Y2-Packaged Software-10 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y2-Packaged Software-10 Months

Change Order 1: To Change Service period from 06/01/22-03/31/23 to 11/14/22-03/31/23.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	80101606	0.00000		\$0.0000	\$148,536.83
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-14	2023-03-31				

Commodity Line Description: Y2-Hardware-10 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y2-Hardware-10 Months

Change Order 1: To Change Service period from 06/01/22-03/31/23 to 11/14/22-03/31/23.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	80101606	0.00000		\$0.0000	\$130,833.33
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-14	2023-03-31				

Commodity Line Description: Y2-Vendor Facility-10 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y2-Vendor Facility-10 Months

Change Order 1: To Change Service period from 06/01/22-03/31/23 to 11/14/22-03/31/23.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	80101606	0.00000		\$0.0000	\$4,417,175.94
Service From	Service To	Manufacturer	Model No	Delivery Date	
2023-04-01	2024-03-31				

Commodity Line Description: Y3-Maintenance and Operations Support-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y3-Maintenance and Operations Support-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	80101606	0.00000		\$0.0000	\$367,779.10
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-04-01	2024-03-31				

Commodity Line Description: Y3-Hosting and Disaster Recovery-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y3-Hosting and Disaster Recovery-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	80101606	0.00000		\$0.0000	\$1,013,531.33
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-04-01	2024-03-31				

Commodity Line Description: Y3-Packaged Software-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y3-Packaged Software-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	80101606	0.00000		\$0.0000	\$183,591.53
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-04-01	2024-03-31				

Commodity Line Description: Y3-Hardware-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y3-Hardware-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	80101606	0.00000		\$0.0000	\$157,000.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-04-01	2024-03-31				

Commodity Line Description: Y3-Vendor Facility-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y3-Vendor Facility-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	80101606	0.00000		\$0.0000	\$4,411,171.29
Service From	Service To	Manufacturer		Model No	Delivery Date
2024-04-01	2025-03-31				

Commodity Line Description: Y4-Maintenance and Operations Support-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y4-Maintenance and Operations Support-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
17	80101606	0.00000		\$0.0000	\$376,973.58
Service From	Service To	Manufacturer		Model No	Delivery Date
2024-04-01	2025-03-31				

Commodity Line Description: Y4-Hosting and Disaster Recovery-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y4-Hosting and Disaster Recovery-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
18	80101606	0.00000		\$0.0000	\$1,043,937.27
Service From	Service To	Manufacturer		Model No	Delivery Date
2024-04-01	2025-03-31				

Commodity Line Description: Y4-Packaged Software-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y4-Packaged Software-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
19	80101606	0.00000		\$0.0000	\$188,181.31
Service From	Service To	Manufacturer		Model No	Delivery Date
2024-04-01	2025-03-31				

Commodity Line Description: Y4-Hardware-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y4-Hardware-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
20	80101606	0.00000		\$0.0000	\$157,000.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-04-01	2025-03-31				

Commodity Line Description: Y4-Vendor Facility-12 Months

Extended Description:
Project monitoring and evaluation

See attached pricing pages.

Y4-Vendor Facility-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
21	80101606	0.00000		\$0.0000	\$4,398,592.55
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-04-01	2026-03-31				

Commodity Line Description: Y5-Maintenance and Operations Support-12 Months

Extended Description:
Project monitoring and evaluation

See attached pricing pages.

Y5-Maintenance and Operations Support-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
22	80101606	0.00000		\$0.0000	\$386,397.92
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-04-01	2026-03-31				

Commodity Line Description: Y5-Hosting and Disaster Recovery-12 Months

Extended Description:
Project monitoring and evaluation

See attached pricing pages.

Y5-Hosting and Disaster Recovery-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
23	80101606	0.00000		\$0.0000	\$1,075,255.39
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-04-01	2026-03-31				

Commodity Line Description: Y5-Packaged Software-12 Months

Extended Description:
Project monitoring and evaluation

See attached pricing pages.

Y5-Packaged Software-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
24	80101606	0.00000		\$0.0000	\$192,885.85
Service From	Service To	Manufacturer		Model No	Delivery Date
2025-04-01	2026-03-31				

Commodity Line Description: Y5-Hardware-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y5-Hardware-12 Months

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
25	80101606	0.00000		\$0.0000	\$157,000.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2025-04-01	2026-03-31				

Commodity Line Description: Y5-Vendor Facility-12 Months

Extended Description:

Project monitoring and evaluation

See attached pricing pages.

Y5-Vendor Facility-12 Months



STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR MEDICAL SERVICES

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: November 20, 2024

TO: International Business Machines Corporation

FROM: Lakendra Burdette *LB*
Procurement Specialist

RE: Acknowledgement of Reduction in Delivery Order Encumbrance -
CDO BMS 21*39
Dept 0511

This letter is to inform you that the Enterprise Data Solution contract (CMA 0511 2672 HHR2100000002) delivery order for Base Year 1-5: Implementation and Operations (CDO BMS 0511 2980 BMS21000000039) will be reduced by the amount as shown in the table below. This reduction is the result of the Implementation Phase (Commodity Lines 1 – 5) extending 10 months beyond the original end date of 05/31/2022 to end on 3/31/2023. Maintenance and Operations began on 04/01/2023, which aligns with Commodity Line 11: Y3-Maintenance and Operations Support-12 Months (Service Dates 04/01/2023 – 03/31/2024). Therefore, Commodity Line 6 was not incurred or invoiced since the Contract is a fixed 5 years beginning 04/01/2021 and ending 03/31/2026.

Original Amount (CDO BMS21*39) Base Year 1-5 Delivery Order: Implementation and Operations	\$44,698,706.30
Reduction Amount Commodity Line 6: Y2-Maintenance and Operations Support-10 Months (Service Dates 11/14/2022 – 03/31/23)	(\$5,109,473.25)
New Amount (CDO BMS21*39) Base Year 1-5 Delivery Order: Implementation and Operations	\$39,589,233.05

Please sign and date in the space provided below and return it to my attention. If you dispute this, please contact me at (304) 352-4319 or Lakendra.burdette@wv.gov. If no response is received by December 20, 2024, the Bureau for Medical Services (BMS) will proceed with the balance reduction of Commodity Line 6 in the amount of \$5,109,473.25.



Letter Title
Date
Page 2

Thank you for your time and consideration in this matter.

IBM Signature:

A handwritten signature in black ink, appearing to be "D. J. L.", written above a horizontal line.

Date:

A handwritten date "12/13/2024" in black ink, written above a horizontal line.

Ok

A handwritten signature in black ink, appearing to be "Althea Greenhouse", written below the word "Ok".



STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR MEDICAL SERVICES

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: December 16, 2024

TO: Crystal Husted
Senior Buyer
State of West Virginia Purchasing Division

FROM: Althea Greenhowe *Althea Greenhowe*
Procurement Specialist, Senior
Office of Shared Administration/Purchasing

RE: Acknowledgement of Reduction in Delivery Order Encumbrance
CDO BMS 21*39
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully requests the cancellation of the unused balance of \$5,109,473.25 on the above referenced CDO with International Business Machines Corporation. The vendor has concurred that this reduction is the result of the Implementation Phase (Commodity Lines 1 – 5) extending 10 months beyond the original end date of 05/31/2022 to end on 3/31/2023. Maintenance and Operations began on 04/01/2023, which aligns with Commodity Line 11: Y3-Maintenance and Operations Support-12 Months (Service Dates 04/01/2023 – 03/31/2024). Therefore, Commodity Line 6 was not incurred or invoiced since the Contract is a fixed 5 years beginning 04/01/2021 and ending 03/31/2026.

Original Amount (CDO BMS21*39) Base Year 1-5 Delivery Order: Implementation and Operations	\$44,698,706.30
Reduction Amount Commodity Line 6: Y2-Maintenance and Operations Support-10 Months (Service Dates 11/14/2022 – 03/31/23)	(\$5,109,473.25)
New Amount (CDO BMS21*39) Base Year 1-5 Delivery Order: Implementation and Operations	\$39,589,233.05



Letter Title
Date
Page 2

Please feel free to contact me if additional documentation or details are needed. I can be reached at 304-352-3924 or althea.m.greenhowe@wv.gov. Thank you for your time and consideration in this matter.



- Any Words (i)
- All Words (i)
- Exact Phrase (i)

e.g. 123456789, Smith Corp

"INTERNATIONAL BUSINESS MACHINES CORPORATION" x

- Classification v
- Excluded Individual v
- Excluded Entity v
- Federal Organizations v
- Exclusion Type ^
 - Ineligible (Proceedings Pending)
 - Ineligible (Proceedings Complete)
 - Prohibition/Restriction
 - Voluntary Exclusion
- Exclusion Program v
- Location v
- Dates v

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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.

INTERNATIONAL BUSINESS MACHINES CORPORATION

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
BC Benefit Corporation	9/30/1933		9/30/1933	Foreign	Profit			

Organization Information		
Business Purpose	5415 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Computer Systems Design and Related Services (design, programming, facilities mgmt)	Capital Stock 0.0000
Charter County		Control Number 0
Charter State	NY	Excess Acres 0
At Will Term		Member Managed
At Will Term Years		Par Value 0.000000
Authorized Shares	0	Young Entrepreneur Not Specified

Addresses	
Type	Address
Local Office Address	ONE NEW ORCHARD ROAD ATTENTION: CATHERINE BUCKLEY ARMONK, NY, 10504
Mailing Address	ONE NEW ORCHARD ROAD ATTENTION: CATHERINE BUCKLEY ARMONK, NY, 10504 USA
Notice of Process	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
Principal Office	ONE NEW ORCHARD ROAD ARMONK, NY, 105041784 USA
Type	Address

Officers	
Type	Name/Address
Director	ARVIND KRISHNA ONE NEW ORCHARD ROAD ARMONK, NY, 10504
Director	DAVID N. FARR ONE NEW ORCHARD ROAD ARMONK, NY, 10504
President	ARVIND KRISHNA NEW ORCHARD ROAD ARMONK, NY, 10504
Secretary	JANE P. EDWARDS ONE NEW ORCHARD RD. ARMONK, NY, 10504
Treasurer	BRIEN WIERZCHOWSKI ONE NEW ORCHARD RD. ARMONK, NY, 10504
Type	Name/Address

Mergers				
Merger Date	Merged	Merged State	Survived	Survived State
3/27/2001	ARAGON CONSULTING GROUP, INC.	MO	INTERNATIONAL BUSINESS MACHINES CORPORATION	NY

Merger Date	Merged	Merged State	Survived	Survived State
Date	Amendment			
3/27/2001	MERGER: MERGING ARAGON CONSULTING GROUP, INC., A NON-QUALIFIED MO ORGANIZATION WITH AND INTO INTERNATIONAL BUSINESS MACHINES CORPORATION, A QUALIFIED NY CORPORATION, THE SURVIVOR			
10/10/1998	MERGER(CON'T FROM ABOVE) MACHINES CORPORATION, A QUAL NY CORP., THE SURVIVOR.			
1/9/1998	MERGER: MERGING INTEGRATED SYSTEMS SOLUTIONS CORPORATION, A QUAL DE CORP, ISSC HOLDINGS, INC., A NON QUAL DE CORP & ADVANTIS CORPORATION, A QUAL NY CORP. WITH AND INTO INTERNATIONAL BUSINESS			
7/8/1992	CHANGE OF AMENDMENT TO RESTATED CERTIFICATE OF INCORPORATION.			
5/24/1988	AMENDMENT TO THE ARTICLES OF INCORPORATION.			
3/23/1988	MERGER; MERGING ROLM CORPORATION, A QUAL CA CORP, WITH AND INTO INTENATIONAL BUSINESS MACHINES CORPORATION, A QUAL NY CORP, THE SURVIVOR.			
6/2/1986	AMENDMENT TO THE ARTICLES OF INCORPORATION.			
8/2/1982	AMENDMENT: TO ARTICLES OF INCORPORATION. TWO AMENDMENTS WERE FILED THIS DATE.			
6/8/1979	AMENDMENT: CERTIFICATE OF INCORPORATION.			
7/22/1976	CERTIFICATE OF AMENDMENT OF THE CERTIFICATE OF INCORPORATION ROLL 109.			
5/22/1973	AMENDMENT: CERTIFICATE OF INCORPORATION; ROLL 71			
5/19/1972	AMENDMENT: CERTIFICATE OF AMENDMENT: ROLL 59			
6/2/1971	AMENDMENT: CERTIFICATE OF INCORPORATION; ROLL 48			
5/20/1968	AMENDMENT: CERTIFICATE OF INCORPORATION; ROLL 11			
5/15/1967	AMENDMENT: CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 487			
8/19/1966	AMENDMENT: CERTIFICATE OF INCORPORATION; BOOK 249, PAGE 134			
9/29/1964	AMENDMENT: CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 537			
8/13/1964	AMENDMENT: CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 397			
5/25/1961	AMENDMENT: ARTICLES OF INCORPORATION; BOOK 210, PAC			
5/16/1959	AMENDMENT: CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 227			

5/12/1958	AMENDMENT: RESTATED CERTIFICATE OF INCORPORATION; BOOK 224, PAGE 269.
5/14/1957	AMENDMENT: ARTICLES OF INCORPORATION; BOOK 210, PAGE 169
6/16/1956	AMENDMENT: CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 140.
6/10/1955	AMENDMENT (ARTICLES OF INCORPORATION; BOOK 210, PAGE 98.
3/25/1955	AMENDMENT: CERTIFICATE OF MERGER WITH INTERNATIONAL BUSINESS MACHINES COMPANY OF HAWAII, LIMITED; CERTIFICATE OF MERGER WITH ENDICOTT HIGHLANDS DEVELOPMENT CORPORATION; BOOK 216, PAGE 788
7/14/1954	AMENDMENT ARTICLES OF INCORPORATION; BOOK 210, PAGE 69.
8/17/1950	AMENDMENT: (AUTHORIZATION OF 500,000 NEW SHARES, WITHOUT PAR VALUE) BOOK 183, PAGE 528
7/10/1948	AMENDMENT (ARTICLES OF INCORPORATION) BOOK 183, PAGE 367
2/20/1946	AMENDMENT (ARTICLES OF INCORPORATION; BOOK 152, PAGE 793 CERTIFICATE OF MERGER WITH ELECTROMATIC TYPERWRITERS, INC. BK.152-794
8/21/1942	CERTIFICATE OF MERGER, WITH MUNITIONS MANUFACTURING CORP.; BOOK 152, PAGE 794
6/11/1942	AMENDMENT (INCREASE OF NUMBER OF SHARES) BOOK 152, PAGE 521.
6/12/1936	AMENDMENT BOOK 152, PAGE 121
Date	Amendment

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

Monday, December 16, 2024 — 12:24 PM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Huskad</u> Date: <u>12/19/24</u> Solicitation No. <u>CDO BMS21*39</u>	Agency: DoHS-BMS Procurement Officer Submitting Requisition: Althea Greenhowe Requisition No. CDO BMS 21*39 PF No.: 890402
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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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: _____

Cynthia Husted