



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

Allan L. McVey  
Cabinet Secretary

Joshua D. Spence  
Chief Technology Officer

**TO:** Mark Atkins  
Senior Buyer, Purchasing Division

**FROM:** Justin McAllister  
CFO, West Virginia Office of Technology

**CC:** Andrew Lore  
ISCII, West Virginia Office of Technology

**Subject:** CENTREXE – Request for Emergency Replacement Contract

**Date:** January 25, 2019

APPROVED  
1/28/19

The West Virginia Office of Technology (WVOT) requests an Emergency Replacement Contract for the current Centrex Statewide Contract, known as CENTREXE. This contract is necessary to extend the current operating environment without disruption of services for the period of February 1, 2019 to February 28, 2019, during which time the WVOT will continue to work with the Vendor and the Purchasing Division to complete the Direct Award process, currently underway.

The WVOT initially sought to establish a new agreement via the RFQ process and solicited bids in October 2018. When the solicitation closed on November 13, 2018, Frontier, as expected, was the only bidder. The Office of Technology had to disqualify Frontier's bid on a missed mandatory specification, and after the solicitation was cancelled, the WVOT and Frontier engaged in negotiations and discussions to proceed with a Direct Award. The first meeting with Frontier took place on December 4<sup>th</sup>, 2018 in which the WVOT set expectations and provided Frontier the necessary information to move forward, with the deadline date of December 31, 2018 to have the paperwork ready for posting.

The WVOT continued to ask Frontier for documentation throughout December and January, but only received it on January 23, 2019. Once the WVOT had the documentation, it began the Direct Award process the same day. With the required ten business day posting period, the earliest the State would be able to award is mid-February; however, due to the nature of the contract and the monthly billing cycle it requires, the WVOT is requesting this emergency contract cover the period of February 1, 2019 through February 28, 2019, at which time the new Direct Award will have been made.

Telecommunications invoices are paid by the WVOT on a monthly basis for the State of WV's agencies. After extensive reconciliation and auditing, the WVOT bills entities for their portion of the invoice, based on usage and services. Because the services are billed monthly and the WVOT bills dozens of agencies for usage, it would be nearly impossible to prorate the contract, if we were to award for less than a full month.

Without this emergency contract, many of the State's agencies would lose telephone and data services, crippling their abilities to provide constituents proper service. Frontier has verbally agreed to this arrangement, using the same terms and conditions, specifications, and pricing contained in the Centrex contract, and will be providing the necessary documentation in a timely manner.

Please let us know if additional information is needed to support this request.

## Whittaker, Frank M

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**From:** Whittaker, Frank M  
**Sent:** Friday, February 1, 2019 11:57 AM  
**To:** McAllister, Justin T  
**Subject:** RE: CENTREX Emergency Update  
**Attachments:** OT Centrex Emergency Approval 1\_28\_19.pdf

Justin,

Please see the attached emergency request approved on 1/28/2019

Please let me know if you have any questions or concerns.

Frank Whittaker, CPPB  
Assistant Director  
West Virginia Purchasing Division  
2019 Washington Street. East  
Charleston, WV 25305  
304-558-2316  
Frank.m.whittaker@wv.gov

**From:** McAllister, Justin T <Justin.T.McAllister@wv.gov>  
**Sent:** Friday, February 1, 2019 9:20 AM  
**To:** Whittaker, Frank M <Frank.M.Whittaker@wv.gov>  
**Cc:** Lore, Andrew C <Andrew.C.Lore@wv.gov>  
**Subject:** CENTREX Emergency Update

Good morning Frank,

Can I get an update on the Emergency for Centrex? That contract expired yesterday.

Thanks,

Justin T. McAllister  
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