



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: 05-23-2023

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 0225 0225 PEI2000000001 4	<b>Procurement Folder:</b>	674055
<b>Document Name:</b>	Printing/Mailing Services	<b>Reason for Modification:</b>	
<b>Document Description:</b>	Printing/Mailing Services	Change Order No. 3 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.	
<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>	2020-06-06
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-06-05

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000020289	<b>Requestor Name:</b>	Jessica L Virtz
NPC INC		<b>Requestor Phone:</b>	(304) 558-7850
PO BOX 373 13710 DUNNINGS HIGHWAY		<b>Requestor Email:</b>	jessica.l.virtz@wv.gov
CLAYSBURG	PA 16625	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US			
<b>Vendor Contact Phone:</b>	8142398787 <b>Extension:</b> 1197		
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		0
#3	No		0
#4	No		0

INVOICE TO	SHIP TO
PUBLIC EMPLOYEES INSURANCE	PUBLIC EMPLOYEES INSURANCE
STE 2	STE 2
601 57TH ST SE	601 57TH ST, SE
CHARLESTON WV 25304	CHARLESTON WV 25304
US	US

*June 6/01 2023*

Purchasing Division's File Copy

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

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Tway 5/21/2023*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *John L. Gray 6/2/2023*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
*Beverly Tolson*  
 DATE: *6-2-2023*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 3 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 6/6/23 through 6/5/24.

Renewals Remaining: 0

No other changes.

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	82121500			JOB	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.1.2.1 - Benefit Books

**Extended Description:**

3.1.2.1 - Benefit Books

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	82121500			JOB	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.1.2.2 - Letters, Variable

**Extended Description:**

3.1.2.2 - Letters, Variable

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	82121500			JOB	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.1.2.3 - Letters, Non-Variable

**Extended Description:**

3.1.2.3 - Letters, Non-Variable

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	82121500			JOB	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.1.2.4 - Newsletters, Non-Variable

**Extended Description:**

3.1.2.4 - Newsletters, Non-Variable

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	82121500			JOB	0.000000

Service From	Service To	Service Contract Amount
		0.00

**Commodity Line Description:** 3.1.2.5 - Postcards

**Extended Description:**

3.1.2.5 - Postcards

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	82121500			JOB	0.000000

Service From	Service To	Service Contract Amount
		0.00

**Commodity Line Description:** 3.1.2.6 - Premium and Benefit Asst. Applications, Non-Variab

**Extended Description:**

3.1.2.6 - Premium and Benefit Asst. Applications, Non-Variab



**Public Employees  
Insurance Agency**

WV Toll-free: 1 (888) 680-7342  
Phone: 1 (304) 558-7850  
Fax: 1 (877) 233-4295  
Website: www.wvpeia.com

TO: Melissa Pettrey, Senior Buyer, Purchasing Division  
FROM: Jessica Virtz, Fiscal & Procurement Officer PEIA  
DATE: May 23, 2023  
RE: RENEWAL OF CMA PEI2000000001

**Change Order**

Change Order No. 3 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal: 6/6/23 – 6/5/24

Renewal Years Remaining: 0

No other changes

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

WV PEIA		NPC, INC	
Signature		Signature	
Name	Jessica L Virtz	Name	Daniel Dainty
Title	Fiscal & Procurement Officer	Title	Government Contract Manager
Date	5/23/23	Date	May 23, 2023