



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

State of West Virginia
Contract

Order Date: 09-13-2023

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:	CCT 0210 4448 ISC2000000007 12	Procurement Folder:	680754
Document Name:	CO4: Workflow Automation Software (OT23120)	Reason for Modification:	Change Order 4 is issued to renew contract for one (1) year.
Document Description:	CO4: Workflow Automation Software (OT23120)		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Toby L Welch		
Telephone:	(304) 558-8802		
Email:	toby.l.welch@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-07-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-06-30

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000119903	Requestor Name:	Andrew C Lore	
RICOH USA INC 11 Ace Dr		Requestor Phone:	304-352-4944	
Romney WV 26757-6336		Requestor Email:	andrew.c.lore@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
Vendor Contact Phone:	304-590-3628			Extension:
Discount Details:				
	Discount Allowed Discount Percentage Discount Days			
#1	No 0.0000 0			
#2	Not Entered			
#3	Not Entered			
#4	Not Entered			

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV 25305 US	IS&C - CHIEF FINANCIAL OFFICER DEPARTMENT OF ADMINISTRATION BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV 25305 US

9-20-23 BAW

Total Order Amount:	\$758,475.75
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Purchasing Division's File Copy

ENTERED

TW 9/20/23

PURCHASING DIVISION AUTHORIZATION DATE: 9/20/23 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 9/22/2023 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 9-22-23 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 4

Change Order 4 is issued to renew contract for one (!) year according to all terms and conditions, pricing, and specifications contained in the Original Contract and subsequent Change Orders not modified herein.

Effective Dates: July 1, 2023 - June 30, 2024

Renewals Remaining: 0

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

No further changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43233700	0.00000	EA	474500.000000	\$0.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: See Commodity Line 6

Extended Description:

3.1.1 Contract Item 1: Ricoh Process Director (RPD) Workflow Automation Software.

3.1.1.1 The Vendor must provide a quantity of (1) Ricoh Process Director (RPD) Workflow Automation Software, or Equal.

3.1.1.1.1 The Vendor must provide annual licensing that includes the following: Production, Test/RU, and Cold Backup.

For complete details see attached specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	43233700	1.00000	EA	0.000000	\$0.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: See Commodity Line 7

Extended Description:

3.1.2 Contract Item 2: Maintenance and Support.

3.1.2.1 The Vendor must provide annual maintenance and support. Maintenance and support will feature the following:

For complete details see attached specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	43233700	0.00000		0.000000	\$474,500.00
Service From	Service To	Manufacturer	Model No		
2020-07-01	2021-06-30				

Commodity Line Description: CNTRCT ITEM 1: RDP Workflow Automation Software

Extended Description:

3.1.1 Contract Item 1: Ricoh Process Director (RPD) Workflow Automation Software.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	43233700	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer		Model No	
2020-07-01	2021-06-30				

Commodity Line Description: CNTRCT ITEM 2: Annual Maintenance and Support - Initial Year

Extended Description:

3.1.2 Contract Item 2: Maintenance and Support.

3.1.2.1 The Vendor must provide annual maintenance and support. Maintenance and support will feature the following:

For complete details see attached specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	43233700	0.00000		0.000000	\$23,557.00
Service From	Service To	Manufacturer		Model No	
2021-07-01	2022-06-30				

Commodity Line Description: CNTRCT ITEM 1: RDP Workflow Automation Software - YR2

Extended Description:

3.1.1 Contract Item 1: Ricoh Process Director (RPD) Workflow Automation Software.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	43233700	0.00000		0.000000	\$70,928.25
Service From	Service To	Manufacturer		Model No	
2021-07-01	2022-06-30				

Commodity Line Description: CNTRCT ITEM 2: Annual Maintenance and Support - YR2

Extended Description:

3.1.2 Contract Item 2: Maintenance and Support.

3.1.2.1 The Vendor must provide annual maintenance and support. Maintenance and support will feature the following:

For complete details see attached specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	43233700	0.00000		0.000000	\$23,729.00
Service From	Service To	Manufacturer		Model No	
2022-07-01	2023-06-30				

Commodity Line Description: CNTRCT ITEM 1: RDP Workflow Automation Software - YR3

Extended Description:

3.1.1 Contract Item 1: Ricoh Process Director (RPD) Workflow Automation Software.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	43233700	0.00000		0.000000	\$70,928.25
Service From	Service To	Manufacturer		Model No	
2022-07-01	2023-06-30				

Commodity Line Description: CNTRCT ITEM 2: Annual Maintenance and Support - YR3

Extended Description:

3.1.2 Contract Item 2: Maintenance and Support.

3.1.2.1 The Vendor must provide annual maintenance and support. Maintenance and support will feature the following:

For complete details see attached specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	43233700	0.00000		0.000000	\$70,928.25
Service From	Service To	Manufacturer	Model No		
2023-07-01	2024-06-30				

Commodity Line Description: CNTRCT ITEM 2: Annual Maintenance and Support - YR4

Extended Description:

3.1.2 Contract Item 2: Maintenance and Support.

3.1.2.1 The Vendor must provide annual maintenance and support. Maintenance and support will feature the following:

For complete details see attached specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	43233700	0.00000		0.000000	\$23,905.00
Service From	Service To	Manufacturer	Model No		
2023-07-01	2024-06-30				

Commodity Line Description: CNTRCT ITEM 1: RDP Workflow Automation Software - YR4

Extended Description:

3.1.1 Contract Item 1: Ricoh Process Director (RPD) Workflow Automation Software.



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

Mark D. Scott
Cabinet Secretary

Joshua D. Spence
Chief Information Officer

May 19, 2023

Karl Kuelz
Ricoh
Karl.kuelz@ricoh-usa.com

Subject: Renewal of agreement CCT ISC20*07, RDP Renewal

Dear Mr./Ms. Kuelz:

Provisions were included, in the original contract documents, to renew subject contract under the same terms, conditions and pricing. The renewal dates are July 1, 2023 through June 30, 2024. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Please contact me if you have any questions.

Sincerely,

Andrew Lore
IT Procurement & Business Services Manager/ISMIII
WV Office of Technology
1900 Kanawha Blvd. E., Bldg. 5, 10th Floor
Charleston, WV 25305

Attachment

We agree to renew the contract for the period as stated above under the same terms, conditions and pricing as in the original purchase order and any change orders thereto.

Name/Signature

8/25/23
Date



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY

State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

Heather Abbott
Chief Information Officer

TO: Toby Welch
Senior Buyer, Purchasing Division

FROM: Andrew Lore *AL*
IT Procurement & Business Services Manager/ISMIII, West Virginia Office of
Technology

SUBJECT: CCT ISC20*07 Change Order 4 – RDP Renewal

DATE: September 13, 2023

The WVOT is requesting Change Order 4 to CCT ISC20*07. This Change Order is to renew the contract under the same pricing, terms and conditions, and specifications contained in the Original Contract. The WVOT recognizes this renewal is late; however, the request could not be processed until internal funding was situated.

Attached are the Vendor's Memo and other relevant documentation.

Please let me know if you need anything further to support this request.

O.K.
H. R. S.
09/20/23