



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: 08-23-2023

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 0212 0212 LAR20 9	<b>Procurement Folder:</b>	824933
<b>Document Name:</b>	CO#8 LAR20: SWC for Microsoft Licensing & Services	<b>Reason for Modification:</b>	Change Order 8 is issued to extend contract to 10/31/2023 to align with NASPO Contract.
<b>Document Description:</b>	NASPO Master Agreement No. ADSPO16-130651		
<b>Procurement Type:</b>	Statewide MA (Open End)		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-01-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-10-31

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000117794			<b>Requestor Name:</b>	Andrew C Lore
SHI INTERNATIONAL CORP 290 DAVIDSON AVE				<b>Requestor Phone:</b>	(304) 957-8267
SOMERSET NJ 08873				<b>Requestor Email:</b>	andrew.c.lore@wv.gov
US				<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
<b>Vendor Contact Phone:</b>	304-541-4288	<b>Extension:</b>			
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER
No City WV 99999	No City WV 99999
US	US

8-23-23 EAST

Purchasing Division's File Copy

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

MA 08/03/2023  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *[Signature]* 8/23/23  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 DATE: *John L. Gray*  
 ELECTRONIC SIGNATURE ON FILE  
 8/28/2023

ENCUMBRANCE CERTIFICATION  
*Beverly Tolen*  
 DATE: 8-28-2023  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CMA COOPERATIVE AWARD (NASPO)  
LAR20 - STATEWIDE CONTRACT COOPERATIVE AWARD FOR MICROSOFT LICENSING AND SERVICES

Change Order #08

Change Order No. 08 Is issued to incorporate Amendment #12 extending the Contract end date from July 31, 2023 to October 31, 2023 to align with the NASPO Master Agreement No. ADSPO-130651, per the attached documents..

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

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	43230000			EA	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Microsoft Licensing and Services

**Extended Description:**

See attached documentation



**SHI International Corp.**

290 Davidson Avenue

Somerset, NJ 08873

888-764-8888

[SHI.com](http://SHI.com)

August 23, 2023

West Virginia Governor's Office of Technology  
1900 Kanawha Blvd, East  
Building 5, 10th Floor  
Charleston, WV 25305

RE: Microsoft – LAR20 Contract Extension

Dear WWOT,

The following documents pertain to your current contract for LAR20 which is based on NASPO SVAR Master Agreement #**ADSP016-130651**. The NASPO SVAR contract has been extended until 10/31/2023 and supporting documentation is attached and can be found at the following url:

<https://www.naspovaluepoint.org/portfolio/software-var-2016-2022/shi-international-corp/>

SHI is requesting the State of West Virginia process a Change Order to the LAR20 contract in order to reflect the new expiration date.

Should you have any questions, please feel free to reach out to me at the below contact info and thank you for working with SHI to provide the State of West Virginia's Microsoft Licensing.

Very Respectfully,

A handwritten signature in black ink that reads "Cara Ross". The signature is written in a cursive, flowing style.

Cara Ross  
SHI – Microsoft Account Executive  
Phone: 614-537-0973  
Email: [Cara\\_Ross@shi.com](mailto:Cara_Ross@shi.com)



# Contract Amendment

CTR046099

Amendment Nine (9)

APP Amendment Nine (9)

Arizona Department of  
Administration  
State Procurement Office  
100 N. 15<sup>th</sup> Avenue, Suite 402  
Phoenix, AZ 85007

**CONTRACTOR:**

SHI International Corp.  
290 Davidson Ave  
Somerset, NJ 08873

**CONTACT:** Alison Turner

**PHONE:** (425) 974-5997

**EMAIL:** [alison.turner@shi.com](mailto:alison.turner@shi.com)

**STATE AGENCY:**

AZ Department of Administration (ADOA)  
State Procurement Office  
100 N. 15<sup>th</sup> Ave., Ste. 305  
Phoenix, AZ 85007

**CONTACT:** Eric Bell

**PHONE:** (602) 542-8921

**EMAIL:** [eric.bell@azdoa.gov](mailto:eric.bell@azdoa.gov)

## Software Value Added Reseller (SVAR)

### *SHI International Corp.*

Pursuant to R2-7-E303. Competition Impracticable Procurements, and in accordance with Unifrom Terms and Conditions, Section 5.0 Contract Changes, 5.1 Amendments, of the above referenced contract, it is hereby amended as follow:

1. Special Terms and Conditions, Section 3 Contract Extensions, the aforementioned contract is hereby extended through October 31, 2023.

**ALL OTHER REQUIREMENTS, SPECIFICATIONS, TERMS AND CONDITIONS REMAIN UNCHANGED**

*\* Please ensure all required Certificate Of Insurance are updated and submitted to the State Procurement Office.*

#### ACKNOWLEDGEMENT AND AUTHORIZATION

This amendment shall be fully executed upon the electronic approval in the State e-Procurement system by an authorized representative of the Contractor and applied to the contract in the State e-Procurement system by the Procurement Officer or delegate.