



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: 07-17-2023

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:	CMA 0315 0315 OGC2300000001 2	Procurement Folder:	1059030
Document Name:	Court Reporting Services	Reason for Modification:	Change Order 1: to renew contract
Document Description:	Court Reporting Services		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-07-11
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-07-10

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000161400	Requestor Name:	Susan W Rose
SARGENTS COURT REPORTING SERVICE INC 210 MAIN ST		Requestor Phone:	(304) 926-0499
JOHNSTOWN PA 159011509		Requestor Email:	susan.w.rose@wv.gov
US			
Vendor Contact Phone:	814-536-8908 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

24
 FILE LOCATION _____

INVOICE TO	SHIP TO
304-926-0499 EXT 1656 OIL AND GAS COMMISSION 601 57TH STREET, SE CHARLESTON WV 25304	304-926-0499 EXT 1656 OIL AND GAS COMMISSION 601 57TH STREET, SE CHARLESTON WV 25304

7-18-24 BMT

Purchasing Division's File Copy

Total Order Amount:	Open End
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ENTERED

2 MA 7/17/23
PURCHASING DIVISION AUTHORIZATION
 DATE: *Murt Alex - 7/18/2023*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John S. Gray*
 ELECTRONIC SIGNATURE ON FILE

7/25/2023

ENCUMBRANCE CERTIFICATION
Beverly Jones
 DATE: *7-25-2023*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 1 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 dates of renewal 7/11/2023 to 7/10/2024.

Renewal Years Remaining 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	82111603				0.000000
	Service From	Service To		Service Contract Amount	
	2022-07-11	2024-07-10		0.00	

Commodity Line Description: Court Reporting Services

Extended Description:

See Exhibit A Pricing Page



Sargent's Court Reporting Service, Inc.

210 Main Street • Johnstown, Pennsylvania 15901 • (814) 536-8908 • www.sargents.com

PENNSYLVANIA OFFICES

Clearfield
(814) 765-8711

Erie
(814) 459-0551

Greensburg
(724) 837-8714

Harrisburg
(717) 234-5751

Hollidaysburg
(214) 696-4391

Indiana
(724) 549-6631

Oil City
(814) 677-6329

Philadelphia
(215) 564-9727

Pittsburgh
(412) 232-3882

Reading
(610) 374-5891

Somerset
(814) 445-7286

State College
(814) 861-3560

Wilkes-Barre
(570) 826-7066

Williamsport
(570) 601-4077

WEST VIRGINIA OFFICES

Charleston, WV
(304) 346-0826

Martinsburg, WV
(304) 579-4886

Morgantown, WV
(304) 413-0125

MARYLAND OFFICE

Hagerstown, MD
(240) 310-1491

KENTUCKY OFFICES

Lexington, KY
(859) 495-2306

Pikeville, KY
(606) 432-0087

Sara A. Sargent, President
sally@sargents.com

July 7, 2023

Susan Rose
Oil and Gas Commission
601 57th Street, SE
Charleston, WV 25304

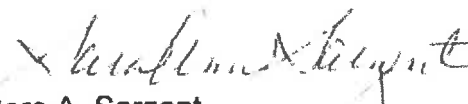
RE: CMA OGC23*01

Dear Ms. Rose:

Sargent's Court Reporting Service, Inc. agrees to renew contract CMA OGC23*01 – Court Reporting Services, effective 7/11/2023 to 7/10/2024 according to the terms, conditions, specifications, and pricing per the original contract.

Sargent's looks forward to working with you and the WV OGC for another year. Please let me know if there is anything else I can do for you.

Very truly yours,


Sara A. Sargent



7-7-23