



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: 08-28-2023

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 0432 1101 DCH2200000006 3	Procurement Folder:	1051918
Document Name:	Adobe Software Licenses	Reason for Modification:	Change Order No. 2 - To Renew Contract
Document Description:	Adobe Software Licenses		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-06-13
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-06-12

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000005742	Requestor Name:	Samuel J Calvert
vCloud Tech Inc		Requestor Phone:	(304) 558-0220
500 Westover Dr #12540		Requestor Email:	samuel.j.calvert@wv.gov
Sanford	NC		
US	27330		
Vendor Contact Phone:	424-703-4135		
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
RECEIVING DEPARTMENT DIVISION OF CULTURE & HISTORY CULTURAL CENTER 1900 KANAWHA BLVD E CHARLESTON WV 25305-0300 US	RECEIVING DEPARTMENT DIVISION OF CULTURE & HISTORY CAMP WASHINGTON-CARVER RT 1, BOX 5 CLIFFTOP WV 25831 US

8-29-23 BAT
 9-1-23 Bat

Total Order Amount:	Open End
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Purchasing Division's File Copy

ENTERED

LM 8/28/23
PURCHASING DIVISION AUTHORIZATION
DATE: *Tara Ke 8/29/23*
ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
Beverly Tolson
DATE: *9-6-2023*
ELECTRONIC SIGNATURE ON FILE

9/6/2023

Extended Description:

Change Order

Change Order No. 02 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: 6/13/2023 through 6/12/2024.

Renewal Years Remaining:3

No other changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	43232112				0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Adobe Software Licenses

Extended Description:

As per Exhibit A



West Virginia Department of
**ARTS, CULTURE
AND HISTORY**

The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300

Randall Reid-Smith, Curator
Phone 304.558.0220 • www.wvculture.org
Fax 304.558.2779 • TDD 304.558.3562
501/222 Employee

Jun 12, 2023

vCloud Tech Inc

500 Westover Dr #12540

Sanford, NC 27330

REF: CMA DCH2200000006 - Renewal #1 Culture Center Adobe License Membership

To Whom it May Concern:

The above referenced contract expires 6/12/2023. The West Virginia Department of Art, Culture, and History is offering to renew the contract for one (1) year under the same pricing, specifications, and terms and conditions. The renewal term of the contract will be June 13, 2023 through June 12, 2024. If you agree to renew this contract, please sign below, and return to Douglas Litton via Douglas.W.Litton@wv.gov at your earliest convenience.

Thank You,

Douglas W Litton II

Facilities and Grounds Manager

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

Muhammad Khan

Name

CEO

Title

Signature

6/13/2023

Date



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

Mark D. Scott
Cabinet Secretary

Heather D. Abbott
Chief Information Officer

**TO: Samuel Calvert, Director of Administration
Department of Arts, Culture and History**

**FROM: Heather D. Abbott, Chief Information Officer
Office of Technology**

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
CMA DCH22*006 IS&C NUMBER: 2024-8101**

DATE: August 25, 2023

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for contract renewal of Adobe Products, the Office of Technology has determined:

That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office’s official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at Consulting.Services@wv.gov.



McDonnell, Larry D <larry.d.mcdonnell@wv.gov>

Fwd: Review: Change Order 2 CMA DCH22*06 - Adobe Software Licenses

1 message

McDonnell, Larry D <larry.d.mcdonnell@wv.gov>
 To: Samuel J Calvert <Samuel.J.Calvert@wv.gov>

Mon, Aug 21, 2023 at 9:50 AM

I received this request to renew the contract back in June. Let's discuss after your meeting.

I explained everything I needed in order to move forward to Diedra Silva. See emails below.

Thanks,



Larry D. McDonnell, WVPBC

Senior Buyer | Purchasing Division

WV Department of Administration

2019 Washington Street, East

Charleston, WV 25305

Main: 304-558-2306 | Direct: 304-558-2063

Fax: 304.558.3970 | Larry.D.McDonnell@wv.gov
<https://www.state.wv.us/admin/purchase/default.html>

Most dangerous words in the English language

"We have always done it this way."

----- Forwarded message -----

From: McDonnell, Larry D <larry.d.mcdonnell@wv.gov>
 Date: Thu, Aug 17, 2023 at 8:54 AM
 Subject: Re: Review: Change Order 2 CMA DCH22*06 - Adobe Software Licenses
 To: Silva, Deidra D <deidra.d.silva@wv.gov>

Good morning,
 I just want to follow up and check the status of the requested revisions and the CIO approval.

Is the Agency still planning to renew the contract?

Thanks,

*backstage
 email*

**Larry D. McDonnell, WVPBC****Senior Buyer | Purchasing Division****WV Department of Administration****2019 Washington Street, East****Charleston, WV 25305****Main: 304-558-2306 | Direct: 304-558-2063****Fax: 304.558.3970 | Larry.D.McDonnell@wv.gov
<https://www.state.wv.us/admin/purchase/default.html>***Most dangerous words in the English language**"We have always done it this way."*

On Fri, Jul 28, 2023 at 11:30 AM McDonnell, Larry D <larry.d.mcdonnell@wv.gov> wrote:

Good morning,

I just want to follow up and touch base on Change Order 2 for CMA DCH22*06. Is your Agency still planning to renew the contract?

Do not hesitate to reach out if you have any questions.

Thanks,

**Larry D. McDonnell, WVPBC****Senior Buyer | Purchasing Division****WV Department of Administration****2019 Washington Street, East****Charleston, WV 25305****Main: 304-558-2306 | Direct: 304-558-2063****Fax: 304.558.3970 | Larry.D.McDonnell@wv.gov
<https://www.state.wv.us/admin/purchase/default.html>***Most dangerous words in the English language**"We have always done it this way."*

On Wed, Jul 5, 2023 at 9:42 AM Silva, Deidra D <deidra.d.silva@wv.gov> wrote:

Yes, I sent this information on to be filled out by someone else in the agency. I am awaiting the return of the documentation so that I can resubmit it. I will follow up on this and get it back to you.

Thank you,

Deidra

On Wed, Jul 5, 2023 at 9:02 AM McDonnell, Larry D <larry.d.mcdonnell@wv.gov> wrote:

Good morning Deidra,

I just want to follow up on my review of the Change Order 2 for CMA DCH22*06 and see if you are still planning to renew the contract.

Thanks,



Larry D. McDonnell, WVPBC

Senior Buyer | Purchasing Division

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On Fri, Jun 16, 2023 at 4:11 PM McDonnell, Larry D <larry.d.mcdonnell@wv.gov> wrote:

Good afternoon,

I am reviewing the change order for CMA DCH22*06 - Adobe Software Licenses. I have put the CMA document back into draft mode since I will need the following item(s) completed before I can move forward with processing the change order:

1. On the main header page, the document description has this listed as CO #1; this needs to be revised to be CO#2. Change Order 1 was a notice to proceed to the vendor. Now we are on Change Order 2.
2. Under the extended description tab, it has Change Order 1; this needs to be revised to be Change Order 2.
3. I will need the Compliance Verification Checklist completed and returned to me or upload it to the procurement folder. For your convenience, here is the link for the form: <http://www.state.wv.us/admin/purchase/Documents/RequisitionSubmissionChecklist.pdf>
4. Lastly, I will need the CIO approval from WV Office Technology's Consulting Services. The approval memo can be sent to me via email or uploaded to the procurement folder.

Once the requested item(s) are completed, resubmit the CMA and I will continue processing the change order.

Do not hesitate to reach out if you have any questions.

Thanks,



Larry D. McDonnell, WVPBC

Senior Buyer | Purchasing Division

WV Department of Administration

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Most dangerous words in the English language

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McDonnell, Larry D <larry.d.mcdonnell@wv.gov>

Adobe Docs

1 message

Calvert, Samuel J <Samuel.J.Calvert@wv.gov>
To: Larry D McDonnell <larry.d.mcdonnell@wv.gov>

Mon, Aug 28, 2023 at 10:31 AM

Good Morning Larry,

Please see attached what I have to get the Adobe contract renewed. Let me know what else I need and how to proceed.
Thanks!

Sam

Samuel J. Calvert

Director of Administration

Department of Arts, Culture and History

Culture Center

1900 Kanawha Blvd E

Charleston, WV 25305

Phone: (304) 558-0220

samuel.j.calvert@wv.gov

6 attachments **SAM.gov _ Search.pdf**
253K **CMA DCH22-6.pdf**
1617K **West Virginia Purchasing Division.pdf**
836K **WV SOS - Business and Licensing - Corporations - Online Data Services.pdf**
140K **2023-Adobe-Contract-Renewal.pdf**
210K **Arts 2024-8101.pdf**
109K