



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: 09-18-2023

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 0511 2602 HHR2400000001 2	Procurement Folder:	1252555
Document Name:	Change Order 1	Reason for Modification:	Change Order 01 Vendor Name Change
Document Description:	Career Framework and Compensation Structure Design		
Procurement Type:	Central Emergency Purchase		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-07-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-10-01

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000017083	Requestor Name:	Erica B Harper		
KORN FERRY US 1900 AVENUE OF THE STARS STE 1500		Requestor Phone:	(304) 558-6813		
LOS ANGELES CA 90067 US		Requestor Email:	erica.b.harper@wv.gov		
Vendor Contact Phone:	703-841-3101	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
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF HUMAN RESOURCES MGMT ONE DAVIS SQUARE, STE 400 CHARLESTON WV 25301 US	BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF HUMAN RESOURCES MGMT ONE DAVIS SQUARE, STE 400 CHARLESTON WV 25301 US

9/27/2023

Purchasing Division's File Copy

Total Order Amount:	Open End
----------------------------	----------

ENTERED

CH 9/19/23
PURCHASING DIVISION AUTHORIZATION
 DATE: *Tuamale 9/26/2023*
 ELECTRONIC SIGNATURE ON FILE

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

9/28/2023

ENCUMBRANCE CERTIFICATION
Beverly Tolier
 DATE: *9-28-2023*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 01

Change Order No. 01 is issued for administrative purposes only and is intended to change the name of the vendor from Korn Ferry Hay Group Inc (V/C account VS0000017083) to Korn Ferry US (V/C account VS0000017083). The original contract, including all terms, conditions, prices, specifications, and change orders contained therein remain in full force and effect.

Effective date of change 9/18/2023

No other changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80101511				0.000000
	Service From	Service To		Service Contract Amount	
	2023-07-01	2023-10-31		125966.00	

Commodity Line Description: Professional Fees

Extended Description:

Professional Fee - \$110,496

Administrative Charge - \$15,470

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	80101511				0.000000
	Service From	Service To		Service Contract Amount	
	2023-07-01	2023-10-31		15000.00	

Commodity Line Description: Expenses

Extended Description:

Travel Expenses \$15,000

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	80101511				0.000000
	Service From	Service To		Service Contract Amount	
	2023-10-01	2024-10-01		114034.00	

Commodity Line Description: Subscription Fees

Extended Description:

Profile Manager (Silver) \$61,380

KF Architect \$22,500

KF Pay \$ 7,150

Implementation Fee \$ 9,000

Administrative Fee \$14,004