



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: 09-19-2023

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 2519 MIS776701D 4	Procurement Folder:	801541
Document Name:	CO 3 TEMPORARY IT STAFFING FOR WVDHHR/OMIS	Reason for Modification:	CO 3 to renew contract.
Document Description:	TEMPORARY IT STAFFING FOR WVDHHR/OMIS		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2020-11-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-11-14

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000159751			Requestor Name:	Ronal E Courtney
DISKRITER INC 2840 LIBRARY RD STE 300				Requestor Phone:	(304) 558-8923
PITTSBURGH PA 15234				Requestor Email:	ron.e.courtney@wv.gov
US				<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	800-242-1622	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

9-25-23 BAT

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

ENTERED

CA 9/20/23  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *Twahl 9/20/2023*  
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION  
 DATE: *Beverly Tolson 9-27-2023*  
 ELECTRONIC SIGNATURE ON FILE

9/27/2023

**Extended Description:**

Change Order

Change Order No. 3 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 11/15/2023 through 11/14/2024.

Renewal Years Remaining: 0

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	80111608			HOUR	26.750000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Imaging Operator

**Extended Description:**

Imaging Operator-Award Level 5

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	80111608			HOUR	53.900000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Programmer Analyst

**Extended Description:**

Programmer Analyst-Award Level 5

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	80111608			HOUR	25.900000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Computer Operator

**Extended Description:**

Computer Operator-Award Level 5

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26	80111608			HOUR	26.750000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** CO 3 Imaging Operator

**Extended Description:**

Imaging Operator-Award Level 5

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	80111608			HOUR	53.900000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** CO 3 Programmer Analyst

**Extended Description:**  
Programmer Analyst-Award Level 5

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
28	80111608			HOUR	25.900000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** CO 3 Computer Operator

**Extended Description:**  
Computer Operator-Award Level 5



**Diskriter**<sup>®</sup>  
BUSINESS SOLUTIONS SINCE 1947

**Date: 09/07/2023**

Department of Administration Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130  
Phone: (304) 558-8923  
E-mail: ron.e.courtney@wv.gov

**Sub: Request to renew contract CMA MIS776701D**

Diskriter Inc. agrees to renew Contract number CMA MIS776701D for another year, effective 11/15/23 to 11/14/24 under the same terms, conditions, prices, and specifications as the original contract including any change orders.

Sincerely,

Laveena Yadav | Chief Executive Officer | Diskriter, Inc.  
370 Castle Shannon Blvd# 10499, Pittsburgh, PA 15234  
Office: (412) 465-1214; Fax: (877) 815-6528  
Email: business.coordinator@diskriter.com  
Website: www.diskriterinc.com

Agreed



**STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
Cabinet Secretary's Office  
Office of Management Information Services**

**Sherri A. Young, DO, MBA, FAAFP  
Interim Cabinet Secretary**

**Shaun L. Charles  
Chief Information Officer**

Date September 15, 2023

**TO:** DHHR Purchasing  
**FROM:** Ron Courtney, OMIS Procurement Associate *RC*  
**SUBJECT:** Renewal of CMA MIS776701D

The WV Department of Health and Human Resources, Office of the Secretary would like to renew their contract CMA MIS776701D with Diskritter Inc. for another year under the same terms, conditions, prices, and specifications effective 11/15/23-11/14/24.



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY

Mark D. Scott  
Cabinet Secretary

State Capitol  
Charleston, West Virginia 25305

Heather D. Abbott  
Chief Information Officer

**TO: Christopher Itson, Procurement Associate  
WV Department of Environmental Protection**

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

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
HR004673 IS&C NUMBER: 2024-2030**

**DATE: September 18, 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 2024-2030 (HR004673)Renew CMA MIS776701D Effective 11/15/2023 - 11/14/2024, the Office of Technology has determined:

X 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](mailto:Consulting.Services@wv.gov).