



Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
**Master Agreement**

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

Order Date: 07-07-2023

<b>Order Number:</b>	CMA 0945 0945 BOM2200000001 3	<b>Procurement Folder:</b>	901609
<b>Document Name:</b>	DATABASE MAINTENANCE & ENHANCEMENTS		<b>Reason for Modification:</b>
<b>Document Description:</b>	DATABASE MAINTENANCE & ENHANCEMENTS OPEN-END		Change Order #2 to renew agreement according to existing documentation and attached signed contract renewal.
<b>Procurement Type:</b>	Central Sole Source		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-07-10
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-07-09

VENDOR		DEPARTMENT CONTACT																					
<b>Vendor Customer Code:</b>	000000187728	<b>Requestor Name:</b>	Deborah Scott																				
ALBERTSON CONSULTING INC 21 MAIN ST STE 100		<b>Requestor Phone:</b>	(304) 558-2921																				
MINTO ND 58701 US		<b>Requestor Email:</b>	deb.d.scott@wv.gov																				
<b>Vendor Contact Phone:</b>	701-839-7523 Extension: 114	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>																					
<b>Discount Details:</b>																							
	<table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>				Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
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#1	No	0.0000	0																				
#2	No																						
#3	No																						
#4	No																						

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES BOARD OF MEDICINE 101 DEE DRIVE CHARLESTON WV 25311 US	HEALTH AND HUMAN RESOURCES BOARD OF MEDICINE 101 DEE DRIVE CHARLESTON WV 25311 US

7-10-23 BAT

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

ENTERED

2M 7/10/23

<b>PURCHASING DIVISION AUTHORIZATION</b>
DATE: <i>Tanya [Signature]</i> 7/10/2023
ELECTRONIC SIGNATURE ON FILE

<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b>
DATE: <i>John L. Gray [Signature]</i>
ELECTRONIC SIGNATURE ON FILE

<b>ENCUMBRANCE CERTIFICATION</b>
<i>Beverly Toker [Signature]</i>
DATE: 7-17-2023
ELECTRONIC SIGNATURE ON FILE

7/15/2023

**Extended Description:**

Change Order #2 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: 07/10/2023 - 07/09/2024

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81112220				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2021-07-10	2023-07-09		0.00	

**Commodity Line Description:** 1YR MAINTENANCE, LEGISLATIVE & OTHER ENHANCEMENTS

**Extended Description:**



# State of West Virginia *Board of Medicine*

ASHISH P. SHETH, MD  
PRESIDENT

MATTHEW Q. CHRISTIANSEN, MD, MPH  
SECRETARY

101 Dee Drive, Suite 103  
Charleston, WV 25311  
Telephone (304) 558-2921  
Fax (304) 558-2084  
[www.wvbom.wv.gov](http://www.wvbom.wv.gov)

JONATHAN P. LILLY, MD  
VICE PRESIDENT

MARK A. SPANGLER, MA  
EXECUTIVE DIRECTOR

July 5, 2023

Daniel Albertson  
Albertson Consulting, Inc.  
100 Main Street South  
Minot, ND 58701-3914 US

Dear Mr. Albertson:

The West Virginia Board of Medicine is asking for the renewal of the contract between the West Virginia Board of Medicine and Albertson Consulting, Inc. on the existing contract CMA BOM220000001, in accordance with all terms, conditions and specifications contained in the original contract, including any and all authorized change orders.

Renewal dates: **July 10, 2023 through July 09, 2024.**  
Renewal Years/Months Remaining: One (1) year.

If in agreement, please sign, date and return the original to the West Virginia Board of Medicine at the address listed above. your earliest convenience.

Albertson Consulting, Inc. \_\_\_\_\_

Date: 07/05/23

West Virginia Board of Medicine \_\_\_\_\_

Date: 07-06-23



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

Mark D. Scott  
Cabinet Secretary

Joshua D. Spence  
Chief Information Officer

**TO: Evelyn Bush, Fiscal Officer  
Board of Medicine**

**FROM: Joshua D. Spence, Chief Information Officer  
Office of Technology**

A handwritten signature in black ink, appearing to read "JDS", written over the printed name of Joshua D. Spence.

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
IS&C NUMBER: 2024-8005-Expedite**

**DATE: July 7, 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 to renew CMA 0945 BOM22\*01 with Albertson Consulting, 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).