



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

State of West Virginia
Contract

Order Date: 09-07-2023

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:	CCT 1400 4902 AGR2300000001 3	Procurement Folder:	1074213
Document Name:	WEB-BASED CONSERVATION MANAGEMENT SOFTWARE	Reason for Modification:	Change Order 1 To renew contract
Document Description:	CHANGE ORDER 1 WEB-BASED CONSERVATION MANAGEMENT SOFTWARE		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-10-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-09-30

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000160983			Requestor Name:	Christopher J Martin
GANNETT FLEMING INC 207 SENATE AVE				Requestor Phone:	(304) 558-2204
CAMP HILL PA 17011-2316 US				Requestor Email:	cmartin@wvca.us
Vendor Contact Phone:	717-763-7211	Extension:	2828	<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>	
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
PROCUREMENT OFFICER 304-558-2221 AGRICULTURE DEPARTMENT OF ADMINISTRATIVE SERVICES 1900 KANAWHA BLVD E CHARLESTON WV 25305-0173 US	ADMINISTRATIVE SERVICES 304-558-2204 WEST VIRGINIA CONSERVATION AGENCY WEST VIRGINIA CONSERVATION AGENCY 255 GUS R DOUGLASS LN CHARLESTON WV 25305-0193 US

9-11-23 BA

Total Order Amount:	\$71,010.00
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Purchasing Division's File Copy

ENTERED

CH 9/17/23

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tanya 9/18/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John L. Gray 9-11-2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tolson 9-19-2023</i> ELECTRONIC SIGNATURE ON FILE
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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 date of renewal: 10/1/2023 through 9/30/2024

Renewals Remaining: 2

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43230000	0.00000		0.000000	\$54,760.00
Service From	Service To	Manufacturer	Model No		
2022-10-01	2023-09-30				

Commodity Line Description: Web-Based Custom Software

Extended Description:

Web-Bases Software Application, Updates, and Maintenance Year 1 (Includes Set Up)

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	43230000	0.00000		0.000000	\$16,250.00
Service From	Service To	Manufacturer	Model No		
2023-10-01	2024-09-30				

Commodity Line Description: Year 2 Web-Based Custom Software

Extended Description:

Web-Bases Software Application, Updates, and Maintenance Year 2

West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner
Joseph L. Hatton, Deputy Commissioner



August 18, 2023

Gannett Fleming Inc
Attn: Trent Park
207 Senate Ave
Camp Hill, PA 17011-2316

RE: CCT 1400 AGR2300000001 – Web-Based Conservation Management Software

Dear Trent:

The West Virginia Department of Agriculture is offering to renew the above-referenced contract under the same terms and conditions, pricing, and specifications as the current contract and all subsequent change orders. The renewal dates are October 1, 2023 through September 30, 2024. If your company agrees to this renewal, please sign below and return the original to my attention as soon as possible.

Please let me know if you have any questions.

Sincerely,

Handwritten signature of Alan Clemans.

Alan Clemans (Aug 18, 2023 14:42 EDT)

Alan Clemans, CFO/Director of
Administrative Services Division

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

Trent M. Park

Handwritten signature of Trent M. Park.

9/6/23

Name/Signature

Date

Senior Vice President

Title

mailing address: 1900 Kanawha Blvd. East, Charleston, WV 25305-0009
physical address: 217 Gus R. Douglass Lane, Charleston, WV 25312
telephone: 304-558-3550 • fax: 304-558-2203

www.agriculture.wv.gov

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