



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

State of West Virginia
Contract

Order Date: 01-21-2026

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 0209 4307 FAR2400000001 5	Procurement Folder:	1361159
Document Name:	State of WV ACFR - Reporting Software	Reason for Modification:	
Document Description:	State of WV ACFR - Reporting Software	CO# 2 to renew contract	
Procurement Type:	Central Sole Source		
Buyer Name:	Tara Lyle		
Telephone:	(304) 558-2544		
Email:	tara.l.lyle@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2024-03-10
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2027-03-09

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000018214	Requestor Name:	Stephanie R Bailes
FORVIS MAZARS LLP 910 E ST LOUIS ST STE 400		Requestor Phone:	304-558-5000
SPRINGFIELD MO 65806 2570 US		Requestor Email:	stephanie.r.bailes@wvsto.gov
Vendor Contact Phone:	304-343-0168	<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Extension:			
Discount Details:			
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
ACCOUNTING SECTION DEPARTMENT OF ADMINISTRATION 2019 WASHINGTON ST E PO BOX 50121 CHARLESTON WV 25305-0121 US	FINANCIAL ACCOUNTING AND REPORTING SECTION DEPARTMENT OF ADMINISTRATION BLDG 17 2101 WASHINGTON ST E CHARLESTON WV 25305-1510 US

2/3/26 bc

Purchasing Division's File Copy

Total Order Amount:	\$85,000.00
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JK

2/2/2026

PURCHASING DIVISION AUTHORIZATION <i>Tara Lyle 2/3/26</i> DATE: <i>2/3/26</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Gray</i> DATE: <i>2/5/2026</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Cashy Row</i> DATE: <i>2-5-26</i> ELECTRONIC SIGNATURE ON FILE
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2/5/2026

Extended Description:

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 03/10/2026 to 03/09/2027

Renewal Years Remaining: 2

No other Changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43231500	0.00000		0.000000	\$65,000.00
Service From	Service To	Manufacturer	Model No		
2024-03-10	2025-03-09				

Commodity Line Description: Business function specific software

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	43231500	0.00000		0.000000	\$10,000.00
Service From	Service To	Manufacturer	Model No		
2025-03-10	2026-03-09				

Commodity Line Description: Business function specific software

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	43231500	0.00000		0.000000	\$10,000.00
Service From	Service To	Manufacturer	Model No		
2026-03-10	2027-03-09				

Commodity Line Description: Business function specific software

Extended Description:



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
FINANCE DIVISION

ERIC L. HOUSEHOLDER
CABINET SECRETARY

SARAH H. LONG, CPA
CHIEF FINANCIAL OFFICER
MELODY DUKE, FINANCE DIRECTOR

January 8, 2026

Mr. Joe Stimac, Director
Forvis Mazars LLP
500 Virginia Street, East
Suite 800
Charleston, WV 25301

Re: Change Order #2 Renewal CCT: FAR2400000001 – FARS WV ACFR - Reporting Software

Dear Mr. Stimac,

The West Virginia Department of Administration Finance Division is offering to renew the original subject contract for WV ACFR - Reporting Software on CCT FAR2400000001, according to all terms, conditions, prices as shown on the Engagement Letter Cost Sheet and specifications contained in the original contract including all authorized change orders.

The effective dates of renewal are March 10, 2026, through March 9, 2027. If you agree to this renewal, please sign/date below and return to my attention. In addition, please include a copy of Forvis' *Certificate(s) of Insurance (COI)*, which is required to be part of this renewal.

If you have any questions, please contact me at 304-558-6181.

Sincerely,

Melody Duke
Chief Financial Director

Forvis LLP agrees to renew the subject contract for the period stated above and under the same terms, conditions, pricing and specifications contained in the Original Contract and any change orders thereto.

Vendor Signature

1/16/26
Date

Title



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: Shelia Gray, Administrative Services Assistant II
DOA Finance Division**

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

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
CRQS FAR24*01 IS&C NUMBER: 2024-8276**

DATE: January 18, 2024

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

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 '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 Information 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 upgrade CAFR Software from Forvis for five (5) years, 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.

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Business Organization Detail

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FORVIS MAZARS, LLP

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLP Limited Liability Partnership	7/18/2022		10/14/2025	Foreign	Profit		10/14/2027	

Organization Information		
Business Purpose		Capital Stock
Charter County		Control Number 9B20N
Charter State DE		Excess Acres
At Will Term		Member Managed
At Will Term Years		Par Value
Authorized Shares		Young Entrepreneur Not Specified

Addresses

Type	Address
	5098 WASHINGTON ST. W., STE 407 CHARLESTON, WV, 25313-1561
Notice of Process Address	NATIONAL REGISTERED AGENTS, INC. 5098 WASHINGTON ST. W STE 407 CHARLESTON, WV, 25313
Principal Office Address	910 E. ST. LOUIS STREET SUITE 400 SPRINGFIELD, MO, 65806
Principal Office Mailing Address	910 E. ST. LOUIS STREET SUITE 400 SPRINGFIELD, MO, 65806
Type	Address

Officers

Type	Name/Address
General Partner	MICHAEL G. WOLFE 910 E. ST. LOUIS STREET SUITE 400 SPRINGFIELD, MO, 65806 USA
Partner	MICHAEL G. WOLFE 910 E. ST. LOUIS STREET SUITE 400 SPRINGFIELD, MO, 65806 USA
Type	Name/Address

Name Changes

Date	Old Name
6/10/2024	FORVIS, LLP
Date	Old Name

Date	Amendment
6/10/2024	B4WV Name Change From: FORVIS, LLP
Date	Amendment

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For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, February 2, 2026 — 2:00 PM

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"Forvis Mazars LLP" 

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>#13</u> Date: <u>2/2/2026</u> Solicitation No. <u>CCT FAR 24*01</u> <u>CO#2-renew</u>	Agency: DOA Finance Procurement Officer Submitting Requisition: Candace Colagrosso Requisition No. CCT:0209ID:FAR2400000001 C.O. 2 PF No.: 1361159
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions www.state.wv.us/admin/purchase/TCP.pdf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____