



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: 03-25-2026

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:	CMA 0511 3738 OIG2300000001 5	Procurement Folder:	1117844
Document Name:	WV CARES MAINTENANCE AND SUPPORT	Reason for Modification:	Change order No. 3-to renew the contract
Document Description:	WV CARES MAINTENANCE AND SUPPORT		
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-12-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-11-30

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000013793	Requestor Name:	Lori M Sovel
INNOVATIVE ARCHITECTS LLC 11675 RAINWATER DR STE 100		Requestor Phone:	304-558-2018
ALPHARETTA GA 30009-8686		Requestor Email:	lori.m.sovel@wv.gov
US		<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	770-623-5734 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
OFFICE OF INSPECTOR GENERAL 1900 KANAWHA BLVD EAST BLDG 6, SUITE 817 CHARLESTON WV 25305 US	304-205-8431 OIG-WV CARES 2 PLAYERS CLUB DRIVE SUITE 100 CHARLESTON WV 25311 US

3/26/26 GC

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

CH 3/25/26
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya H 3/26/26*
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
4-2-26
 DATE:
 ELECTRONIC SIGNATURE ON FILE

4/1/2026

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 12/1/2025 through 11/30/2026

Renewal Years Remaining: 0

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81112200				0.000000
	Service From	Service To		Service Contract Amount	
	2022-12-01	2026-11-30		372600.00	

Commodity Line Description: Software maintenance and support

Extended Description:

Technical Support and Enhancements - 960 hours to be utilized throughout a 12 month period of time at the rate of 80 hours per month.

- Scheduled status meetings
 - Responding to questions issued via email or phone
 - Problem resolution
 - Review of release notes/new functionality each month
 - Development of fixes or new functionality as requested
 - Other technical tasks as directed by WV CARES
 - Monthly reports to be included with invoices.
- Monthly Rate: \$10,800.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	81112200				0.000000
	Service From	Service To		Service Contract Amount	
	2022-12-01	2026-11-30		96000.00	

Commodity Line Description: Software maintenance and support

Extended Description:

Reciprocity Agreement portion includes the following activities for each monthly build cycle:

- Analysis of impact to WV CARES of any design changes to the core platform
- Regression Testing specifically for WV CARES
- Packaging of source code for delivery to WV CARES

Any software updates derived from other participating NBCP states shall be made available to the WV CARES team. Conversely, WV CARES agrees that any changes to the WV CARES platform, including application enhancement or software defect corrections for WV CARES, may result in potential software updates being provided to other participating NBCP States.

Monthly Rate: \$2,000.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	81112200			HOUR	135.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Software maintenance and support

Extended Description:

Technical Support and Enhancements (960-hour allocation)



February 26, 2026

Innovative Architects dba Improving Atlanta
11675 Rainwater Drive
Alpharetta, GA 30009

re: Contract# CMA OIG23*1

Dear Sir/Madam,

The State of West Virginia is offering to renew subject contract under the terms of the 2025 Professional Services Agreement conditions and pricing. The renewal dates are December 1, 2025, through November 30, 2026. If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to: WVCARESbilling@wv.gov.

Please contact the email listed above if you have any questions.

Sincerely,

Mark Elswick
Director

We agree to renew the contract for the period stated above under the same terms and conditions in the original purchase order and any change orders thereto.

Allison Jordan
Name/Signature

02/27/2026
Date

Vice President
Title



Date: February 24, 2026

To: Purchasing Division

From: Lori Sovel, Accountant

RE: Backdate Justification letter

Vendor and Contract: Innovative Architects dba Improving Atlanta on CMA OIG23*1

The above referenced contract expired on November 30, 2025. Due to administrative negotiations of contract specifications during the renewal process, the agreement was not completed prior to the expiration date. The vendor has continued to provide necessary services to the WV CARES Unit from December 1, 2025, to the present without interruption. The agency respectfully requests approval of the renewal with a retroactive effective date of December 1, 2025, to allow continuity of services and payment for services rendered.

This request is not intended to circumvent state purchasing requirements. Steps have been implemented to prevent this from occurring in the future.

Thank you.

*Backdate
approved
TJG*



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

Eric L. Householder
Cabinet Secretary

Heather D. Abbott
Chief Information Officer

TO: Lori Sovel, Accountant
Department of Health, Office of the Inspector General
WV Clearance for Access: Registry & Employment Screening

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

SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
WVOT Number 2026-0511

DATE: March 16, 2026

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.

A review has been conducted of your request for approval to purchase a 1 year renewal of contract: CMA OIG23*1 for WV Cares Maintenance and Support through Innovative Architects, the Office of Technology has determined:

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.



Revolutionary FAR Overhaul Impacts to SAM.gov Show Details
Aug 15, 2025



See All Alerts

Records Retention Policy Impacts Old SAM Registration Data Show Details
May 21, 2025



Sign In

Home Search Data Bank Data Services Help

Search

All Words

e.g. 1606N020Q02

Filter By

Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search

Search Editor

- Any Words *i*
- All Words *i*
- Exact Phrase *i*

e.g. 123456789, Smith Corp

"innovative architects" x

Entity

Location

Status

- Active
- Inactive

Reset

Entity Information ^



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification



No matches found

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Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

IINNOVATIVE ARCHITECTS, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	11/20/2017		11/20/2017	Foreign	Profit			

Organization Information			
Business Purpose	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)		Capital Stock
Charter County		Control Number	
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	11675 RAINWATER DRIVE SUITE 100 ALPHARETTA, GA, 30009
Notice of Process Address	INNOVATIVE ARCHITECTS, LLC 11675 RAINWATER DRIVE SUITE 100 ALPHARETTA, GA, 30009
Principal Office Address	11675 RAINWATER DRIVE SUITE 100 ALPHARETTA, GA, 30009 USA
Principal Office Mailing Address	5445 LEGACY DRIVE SUITE 100 PLANO, TX, 75024 USA
Type	Address

Officers	
Type	Name/Address
Member	CURTIS HITE 5445 LEGACY DRIVE SUITE 100 PLANO, TX, 75024
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
IA, LLC	FORCED DBA	11/20/2017	
DBA Name	Description	Effective Date	Termination Date

Annual Reports	
Filed For	Date filed
2026	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	

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

Thursday, March 26, 2026 — 7:46 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>3/25/20</u>	Agency: <u>DIG/WV CARES</u>
Solicitation No. <u>CMA 01623*01</u> <u>CO#3 - renewal</u>	Procurement Officer Submitting Requisition: <u>Jennifer L. Cajohn</u>
	Requisition No. <u>CMA 01623*1, 00#3</u>
	PF No.: <u>1117844</u>

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				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: _____

Crystal Husted