

### Contract Modification Agreement

**Date:** October 19, 2023

**Contract No.:** LU214-20-014

**Modification No.:** 1

**Issued By:** Commonwealth Of Virginia  
Longwood University  
Farmville, Virginia 23909

**Contractor:** Potomac Healthcare Solutions, LLC  
1549 Old Bridge Road, Suite 201  
Woodbridge, Virginia 22192-2737

**Commodity:** Strategic Healthcare Partnership

This Supplemental Agreement is entered into pursuant to the provision of the basic contract.

**Description of Modification:** This contract modification is being issued to establish disposition of the new computers Potomac Healthcare Solutions, LLC (PHS) recently purchased for the University Health Center. In order to provide access to Longwood University (LU) systems, PHS will donate the computers to LU for the life of the contract. If the contract between PHS and LU is terminated for any reason, the computers will be returned to PHS as their property.

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect.

#### Potomac Healthcare Solutions, LLC

By:   
Signed

Robert L. Askew, Jr.  
Executive Vice President  
Name and Title

12/5/2023  
Date Signed

#### Longwood University

By:   
Signed

Matthew C. McGregor  
Vice President for Administration and Finance  
Name and Title

12/6/23  
Date Signed

**eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION, CONTRACTS, AND ORDERS:** The eVA Internet electronic procurement solution, website portal [www.eVA.virginia.gov](http://www.eVA.virginia.gov), streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution by completing the free eVA Vendor Registration. All bidders or offerors must register in eVA and pay the Vendor Transaction Fees specified below; failure to register will result in the bid/proposal being rejected.

Vendor transaction fees are determined by the date the original purchase order is issued and the current fees are as follows:

- a. For orders issued July 1, 2011 thru December 31, 2013, the Vendor Transaction Fee is:
  - (i) DSBSD-certified Small Businesses: 0.75%, capped at \$500 per order.
  - (ii) Businesses that are not DSBSD-certified Small Businesses: 0.75%, capped at \$1,500 per order.
- b. For orders issued January 1, 2014 and after, the Vendor Transaction Fee is:
  - (i) DSBSD-certified Small Businesses: 1%, capped at \$500 per order.
  - (ii) Businesses that are not DSBSD-certified Small Businesses: 1%, capped at \$1,500 per order.

For orders issued prior to July 1, 2011 the vendor transaction fees can be found at [www.eVA.virginia.gov](http://www.eVA.virginia.gov).

The specified vendor transaction fee will be invoiced, by the Commonwealth of Virginia Department of General Services, approximately 30 days after the corresponding purchase order is issued and payable 30 days after the invoice date. Any adjustments (increases/decreases) will be handled through purchase order changes.