

West Virginia Ethics Commission  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Vertosoft LLC Address: 1602 Village Market Blvd. #215  
Leesburg, VA 20175

Name of Authorized Agent: Chet Hayes Address: 1602 Village Market Blvd. #215 Leesburg, VA 20175

Contract Number: CRFQ FAR200000002 Contract Description: CAFR Prep. Software

Governmental agency awarding contract: \_\_\_\_\_

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

**1. Subcontractors or other entities performing work or service under the Contract**

Check here if none, otherwise list entity/individual names below.

Workiva

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

Check here if none, otherwise list entity/individual names below.

Jay Colavita  
Lynn Colavita

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

Check here if none, otherwise list entity/individual names below.

Jay Colavita

Signature: Chet Hayes Date Signed: 3/9/2020

**Notary Verification**

State of VA, County of London

I, Chet Hayes Suk Lee, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 9 day of March, 2020  
\_\_\_\_\_  
Notary Public's Signature

**To be completed by State Agency:**  
Date Received by State Agency: 03/10/2020  
Date submitted to Ethics Commission: MAR 26 2020  
Governmental agency submitting Disclosure: DoA - Purchasing

CMA FAR20\*01  
PFH 675602

