


Purchase Change Request		Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100	Order # MU16WINDOWS
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FY 2019	Buyer AD	Date 7/18/18	Account No.	P.O. Date April 8, 2016	Contract: MU16WINDOWS
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Document <input type="checkbox"/> Requisition (Cancellation only) <input type="checkbox"/> Regular Purchase Order <input type="checkbox"/> Contract Purchase Order <input checked="" type="checkbox"/> Open End Contract Purchase <input type="checkbox"/> Agreement	Document Action <input type="checkbox"/> Cancellation <input type="checkbox"/> Increase/Decrease <input type="checkbox"/> Unused Balance <input type="checkbox"/> Freight <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Extension Error	<input type="checkbox"/> Error in Total Amount <input type="checkbox"/> Change of Account <input type="checkbox"/> Change of Vendor Name/Address <input type="checkbox"/> Other
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Vendor Name, Address, Phone #, etc. The Descenders Window Cleaning 81 Snyders Lane Martinsburg, WV 25405 FEIN: 30-0158975 PHONE: 304/285-8634	Vendor Code	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
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Item#	Quantity	Description of Change	Unit Price	Extended Price
		Change Order # <u>3</u> To renew contract MU16WINDOWS all in accordance with the terms, conditions, and specifications contained in the original contract and all authorized change orders. WINDOW CLEANING CONTRACT Effective Date: April 08, 2018 to April 07, 2019 Renewal #2 Renewals remaining: 2 of 4		

Reason for Change: Contract Renewal Requested.	Previous Total	\$	Open-end
	Increase	\$	
	Decrease	\$	
	New Total	\$	Open-end

Approval *Tracy Brown-Blaine* 7/23/18
Signature Date

COST PER BUILDING

Section 1 Department of Housing and Residential Life

Item#	Description	U/M	Outside	Inside	Total
1	TT East	Per Cleaning	\$1,794.00	\$628.00	\$2,422.00
2	TTE Spandrel	Per Cleaning	\$718.00	\$317.00	\$1,035.00
3	TT West	Per Cleaning	\$1,794.00	\$628.00	\$2,422.00
4	TT West Spandrel	Per Cleaning	\$718.00	\$317.00	\$1,035.00
5	TT First Floor	Per Cleaning	\$255.00	\$125.00	\$380.00
6	TT Market Place	Per Cleaning	\$60.00	\$30.00	\$90.00
7	Holderby Hall	Per Cleaning	\$4,226.00	\$1,480.00	\$5,706.00
8	Housing & Residential Life Office	Per Cleaning	\$790.00	\$390.00	\$1,180.00
9	Buskirk Hall	Per Cleaning	\$2,741.00	\$680.00	\$3,421.00
10	Gibson Hall	Per Cleaning	\$1,355.00	\$480.00	\$1,835.00
11	Willis Hall	Per Cleaning	\$1,350.00	\$480.00	\$1,830.00
12	Wellman Hall	Per Cleaning	\$1,355.00	\$480.00	\$1,835.00
13	Haymaker Hall	Per Cleaning	\$1,350.00	\$480.00	\$1,830.00
14	Harless Dining Hall	Per Cleaning	\$694.00	\$335.00	\$1,029.00

Section II Auxiliary Services – Memorial Student Center (MSC)

Item#	Description	U/M	Outside	Inside	Total
15	Student Center Offices	Per Cleaning	\$1,150.00	\$515.00	\$1,655.00
16	Student Center Cafeteria	Per Cleaning	\$100.0	\$47.00	\$147.00
17	Student Center Balconies	Per Cleaning	\$160.0	\$80.00	\$240.00
18	Student Center Entrances	Per Cleaning	\$100.0	\$47.00	\$147.00
19	Student Center Solarium	Per Cleaning	\$250.0	\$100.00	\$350.00
20	Student Center 2 nd Floor West Stairwell Area	Per Cleaning	\$150.0	\$75.00	\$225.00
21	John Marshall Dining Room	Per Cleaning	\$160.0	\$80.00	\$240.00
22	Bookstore Vestibule	Per Cleaning	\$698.0	\$292.00	\$990.00
23	Bookstore Main Area	Per Cleaning	\$235.0	\$96.00	\$331.00
24	Bookstore Outside Area	Per Cleaning	\$98.0	-	\$98.00

Section III Joan C. Edwards School of Medicine (JCESOM)

Item#	Description	U/M	Outside	Inside	Total
25	MCR Building Exterior Windows	Per Cleaning	\$3,126.00		\$3,126.00
26	MCR Building Skylights	Per Cleaning	\$523.00		\$523.00
27	Erna Ora Byrd Clinical Center	Per Cleaning	\$2,795.00	\$1,395.00	\$4,190.00

Section IV Forensic Science Building

Item#	Description	U/M	Outside	Inside	Total
28	Forensic Science Center	Per Cleaning	\$790.00	\$387.00	\$1,177.00

Section V Athletics

Item#	Description	U/M	Outside	Inside	Total
29	Stadium	Per Cleaning	\$6,805.00		\$6,805.00
30	Shewey Facilities Building	Per Cleaning	\$1,197.00	\$993.00	\$2,190.00

Additional Services

Item#	Description	U/M	Regular	Premium
31	Clean Oxidized Window Frames	Hour Per Man	\$36.91	\$44.29
32	Clean Power Vent Protrusions	Hour Per Man	\$36.91	\$44.29
33	Remove/Clean/Re-Install Full Sized Screens	Each (screen)	\$4.00	
34	Construction Cleanup	Hour Per Man	\$59.05	\$59.05
35	Caulk, Expansion Joint Repair, Mortar Work, Sealants, Glazing, Brush and Paint Rusted Vents	Hour Per Man	\$59.05	\$59.05
36	Pressure Wash	Hour Per Man	\$59.05	\$59.05
37	On Call Service Cleaning	Hour Per Man	\$36.91	\$44.29
38	Window Cleaning Per Quote Basis (Attach Quote)	As Quoted	As Quoted	As Quoted

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: The Descenders Window Cleaning

Authorized Signature: *Barbara Peele* Date: June 29, 2018

State of West Virginia

County of Berkeley, to-wit:

Taken, subscribed, and sworn to before me this 29 day of June, 2018.

My Commission expires September 05, 2023.

[Handwritten Signature]

AFFIX SEAL HERE



NOTARY PUBLIC



Housing and Residence Life

June 27, 2017

The Descenders Window Cleaning
 81 Snyders Lane
 Martinsburg, WV 25405

Re: Contract Extension for MU16WINDOWS

Dear Ms. Peele:

The above referenced contract expired 4/7/2018. There is a provision for another extension upon written mutual agreement of the parties.

Please annotate on the bottom of this letter, with your signature and date, if you agree to renew contract MU16WINDOWS effective July 1, 2018 through June 30, 2019 under the same terms and conditions. Enclosed is a Purchase Affidavit which requires signature and notarization as well.

Please return the letter and the enclosed purchasing affidavit signed in the original to the noted below.

Marshall University Housing and Residence Life
 One John Marshall Drive
 Huntington, WV 25755-4100

If you have any questions, please feel free to call me at 304-696-2564.

Sincerely,

Miriah Young
 Director, Shared Business Services
 Marshall University

I agree to renew the current contract # MU16WINDOWS for an additional one (1) year extension under the same terms and conditions.

Yes No

Yes, subject to the following changes indicated below or in the attached letter.

Signature  Date June 29, 2018

Boyce B. Peele
 Printed Name

Vice President
 Title

Comments: changes to Buskirk and MCR sign on the attached