


Purchase Change Request					Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100	Order # MU21HVACSYSTS co6	
FY 26	Buyer LL	Date 11/24/2025	Account Varies	P.O. Date 01/24/2020	Contract MU21HVACSYSTS co6		
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 <div style="display: flex; justify-content: space-between;"> <div> <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 </div> <div> <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 </div> </div>			
Vendor Name, Address, Phone #, etc. Mason & Barry 301 Smiley Drive St. Albans, WV 25117			Vendor Code 000000200806		BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100		
Ph# 304-755-0781		Fax		FEIN# 550436919			
Item#	Quantity	Description of Change				Unit Price	Extended Price
		Change Order # 6 Comprehensive Full-Service Inspection, Maintenance, and Repair To make the following changes according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. 1. To extend the contract to allow time to evaluate for and consider competitive solicitation options. No change in pricing. See attached pricing from Change Order 5. Renewal Period: January 1, 2026, through June 30, 2026 Renewal Number: Four (4) of Four (4) Renewals Remaining: Zero (0) one-year renewal remaining Extension Number: One (1) Vendor Contact: Terry Vaughan tvaughan@masonbarry.com and accounting@masonbarry.com					
Reason for Change: 1. To extend the contract to allow time to evaluate for and consider competitive solicitation options. No change in pricing. See attached pricing from Change Order 5.						Previous Total	\$ Open-End
						Increase	\$
						Decrease	\$
						New Total	\$ Open-End

Approved: Michelle W. Greider
Authorized Signature
12.04.2025
Date

N/A
Attorney General if required
Date

301 Smiley Drive ♦ St. Albans, WV 25177 ♦ (304) 755-0781 ♦ FAX (304)755-4010



Service Agreement

To: Marshall University

Date: 1-11-2023

Address: One John Marshall Drive

Quote: T-11123-2

Huntington, WV 25755-4300

Site: Visual Arts Center, Old Main,
Weisburg Applied Engineering
Complex, and Drinko Library

Mason & Barry will provide the services described in the maintenance program and schedules indicated hereafter, which are attached hereto and made a part of this agreement. The terms and conditions and general provisions are set forth on the following maintenance.

SERVICES PROVIDED:

HVAC preventive maintenance and corrective action program for attached equipment list. Proposal also includes two Daikin VRV Service Checker Reports per year.

Contract Coverage will commence effective 1-1-2023.
Contract Price is See Pricing Page annually.

Price of this agreement is in effect for 15 days from original date (see above).

SALES TAX NOT INCLUDED UNLESS OTHERWISE SPECIFIED

ACCEPTED BY:

Michelle J. Schuler
SIGNATURE
Marshall University
COMPANY NAME
1-11-2023
DATE

MASON & BARRY, INC.

HVAC **S**olutions

[Signature]
AUTHORIZED SIGNATURE

This offer will become a contract between us by your execution of the acceptance form above. By accepting this offer you assent to the terms and conditions of sale set forth on the reverse side thereof as well as those set forth on the face thereof. Any different or additional terms or conditions set forth in any acceptance of this offer or contained in any documents submitted by you in response to this offer are hereby objected to and rejected.

MAINTENANCE PROGRAM

Mason and Barry's professional maintenance program has been developed to meet the needs of our customers varying requirements. Our maintenance tasking and scheduling is based upon manufacturer's recommendations, type of equipment, usage of equipment, environment, run time, and Mason & Barry's own experience. A signed service report is left with customer on each visit. Services provided by this agreement apply to equipment listed on Schedule A. Services include, but are not limited to the following:

TEST AND INSPECTION: Costs related to travel time, labor, vehicle expenses, living expenses that are necessary to test and inspect equipment listed on Schedule A. Tasks typically included are:

Visually **INSPECTING** for components that are defective or worn parts, such as contactors and relays, motors, drives, and belts, seal condition, fluid or refrigerant leakage, flame composition and shape and soot buildup. **TEST** for proper operation of equipment, such as proper refrigerant charge, crankcase heater operation, acid test refrigerant oil, proper motor operation, fan rotation, proper operation of safety controls, proper temperature control operation.

PREVENTIVE MAINTENANCE: Costs related to travel time, labor, job travel and living expenses that are necessary to furnish maintenance to equipment listed on Schedule A. Tasks* typically included are:

CLEANING of burners, flame sensors, cooling tower baffles, basins and floats, condenser and boiler tubes, electrical contacts, coil surfaces, fan impellers and blades, dampers and linkages. **ADJUSTMENT** of drive couplings, belt drives and tension, super heat, fan RPM, set point of controls, compressor staging, damper closeout, floats operation, damper settings. **LUBRICATING** fans, pumps, motors, bearings, damper linkages, valve stems. **CALIBRATING** temperature, pressure and safety controls. **TIGHTENING** loose components such as damper blades and linkages, mounting bolts, pipe clamps, electrical connections, etc.

REPAIR AND REPLACEMENT: Costs related to travel time, labor, vehicle expenses, living expenses, and component costs as necessary to repair or replace components in equipment, as listed on Schedule A. Tasks* typically included are removal and replacement of defective components and/or parts.

TROUBLE CALLS: Labor, travel time, vehicle expenses, and living expenses, including overtime, that are necessary to respond to breakdowns of equipment listed on Schedule A.

PARTS, COMPONENTS, AND SUPPLIES. The cost of components, parts, and supplies, as necessary to ensure proper operation of equipment listed on Schedule A.

***Note:** All listed tasks may not be applicable, depending upon equipment listed on Schedules.

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MAINTENANCE PROGRAM

Schedule A Inventory of Equipment

H V A C

Qty	Component	Manufacturer	Model	Rating	Schedule
	Old Main				
1	Heat Pump	Daikin	REYQ168TTJU		Quarterly
1	Heat Pump	Daikin	REYQ72XATJU		Quarterly
1	Heat Pump	Daikin	RK24NMVJU		Quarterly
4	Indoor Unit	Daikin			Quarterly
4	Indoor Unit	Daikin			Quarterly
8	Condensate Pump	Daikin			Semi-Annually

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MAINTENANCE PROGRAM

Schedule A Inventory of Equipment

H V A C

Qty	Component	Manufacturer	Model	Rating	Location
	Visual Arts				
1	MAU	Aaon	RN-070-8-O-EA093E9		Quarterly
1	MAU	Aaon	RN-040-8-O-EA093C9		Quarterly
1	MAU	Aaon	RN-040-8-O-EB093C9		Quarterly
1	MAU	Aaon	RN-04—8-O-EB093D9		Quarterly
1	Outdoor Unit 1	Daikin	REYQ312PBTJ		Quarterly
1	Outdoor Unit 2	Daikin	REYQ168PBTJ		Quarterly
1	Outdoor Unit 3	Daikin	REYQ312PBTJ		Quarterly
1	Outdoor Unit 4	Daikin	REYQ312PBTJ		Quarterly
1	Outdoor Unit 5	Daikin	REYQ336PBTJ		Quarterly
1	Outdoor Unit 6	Daikin	REYQ288PBTJ		Quarterly
1	Outdoor Unit 7	Daikin	REYQ336PBTJ		Quarterly
6	BS Box	Daikin	BSV4Q36PVJU		Quarterly
5	BS Box	Daikin	BSV6Q36PVJU		Quarterly
13	BS Box	Daikin	BSVQ36PVJU		Quarterly
7	BS Box	Daikin	BSVQ60PVJU		Quarterly
5	BS Box	Daikin	BSVQ96PVJU		Quarterly
1	2'x2' Ceiling Cassette	Daikin	FXZQ07M7VJU		Quarterly
1	2'x2' Ceiling Cassette	Daikin	FXZQ12M7VJU		Quarterly
37	Wall Mounted Indoor Unit	Daikin	FXAQ07PVJU		Quarterly
5	Wall Mounted Indoor Unit	Daikin	FXAQ09PVJU		Quarterly
20	Wall Mounted Indoor Unit	Daikin	FXAQ18PVJU		Quarterly
1	3'x3' Ceiling Cassette	Daikin	FXFQ18PVJU		Quarterly
5	Ceiling Suspended Indoor Unit	Daikin	FXHQ12MVMVJU		Quarterly
26	Ceiling Suspended Indoor Unit	Daikin	FXHQ24MVJU		Quarterly
14	Ceiling Suspended Indoor Unit	Daikin	FXHQ36MVJU		Quarterly
110	Condensate Pump	Daikin			Semi-Annually

Schedule A

Inventory of Equipment

Qty	Component	Manufacturer	Model	Rating	Location
	Drinko Library				
1	MAU – East	Liebert	DS105ASAOSS 45A		Quarterly
1	MAU – West	Liebert	DS105ASAOSS289A		Quarterly
1	Outdoor Unit – East	Liebert	TCDV415-A		Quarterly
1	Outdoor Unit – West	Liebert	TCDV415-A		Quarterly
1	AHU	Daikin	FXMQ72MVJU		Quarterly
1	Outdoor Unit	Daikin	RXYQ72PAYD		Quarterly

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MAINTENANCE PROGRAM

Schedule A Inventory of Equipment

H V A C

Qty	Component	Manufacturer	Model	Rating	Location
	Weisberg Applied Engineering Complex				
2	Condensing Units OD-1	Daikin	REMQ120PBYD		Quarterly
3	BS Boxes	Daikin	BSVQ60PVJU		Quarterly
3	BS Boxes	Daikin	BSVQ36PVJU		Quarterly
6	Indoor Units	Daikin	FXFQ24PVJU		Quarterly
8	Indoor Units	Daikin	FXZQ07MUJU9		Quarterly
1	Indoor Unit	Daikin	FXZQ12MUJU9		Quarterly
1	Indoor Unit	Daikin	FXAQ09PVJU1		Quarterly
1	Condensing Unit OD-2	Daikin	REMQ72PBYD		Quarterly
1	Condensing Unit OD-2	Daikin	REMQ120PBYD		Quarterly
1	Condensing Unit OD-2	Daikin	REMQ96PBYD		Quarterly
4	BS Boxes	Daikin	BSVQ60PVJU		Quarterly
3	BS Boxes	Daikin	BSVQ36PVJU		Quarterly
10	Indoor Units	Daikin	FXFQ24PVJU		Quarterly
1	Indoor Units	Daikin	FXAQ18PVJU		Quarterly
2	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly
1	Condensing Unit OD-3	Daikin	REMQ96PBYD		Quarterly
1	Condensing Unit OD-3	Daikin	REMQ72PBYD		Quarterly
1	Condensing Unit OD-3	Daikin	REMQ120PBYD		Quarterly
4	BS Boxes	Daikin	BSV4Q36PVJU		Quarterly
2	BS Boxes	Daikin	BSVQ96PVJU		Quarterly
1	Indoor Unit	Daikin	FXFQ36PVJU		Quarterly
14	Indoor Units	Daikin	FXZQ07MUJU9		Quarterly
1	Indoor Unit	Daikin	FXZQ18MVJU9		Quarterly
4	Indoor Unit	Daikin	FXFQ24PVJU		Quarterly
1	Indoor Unit	Daikin	FXAQ09PVJU		Quarterly
1	Condensing Unit OD-4	Daikin	REMQ96PBYD		Quarterly
1	Condensing Unit OD-4	Daikin	REMQ120PBYD		Quarterly
1	Condensing Unit OD-4	Daikin	REMQ72PBYD		Quarterly
8	BS Boxes	Daikin	BSVQ36PVJU		Quarterly
2	BS Boxes	Daikin	BSV4Q36PVJU		Quarterly
2	BS Boxes	Daikin	BSVQ60PVJU		Quarterly
17	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly
2	Indoor Units	Daikin	FXAQ18PVJU		Quarterly
1	Indoor Units	Daikin	FXZQ12MVJU9		Quarterly
4	Indoor Units	Daikin	FXFQ24PVJU		Quarterly

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MAINTENANCE PROGRAM

Schedule A Inventory of Equipment

H V A C

Qty	Component	Manufacturer	Model	Rating	Location
	Weisberg Applied Engineering Complex (continued)				
1	Condensing Unit OD-5	Daikin	REMQ96PBYD		Quarterly
1	Condensing Unit OD-5	Daikin	REMQ120PBYD		Quarterly
5	BS Boxes	Daikin	BSV4Q36PVJU		Quarterly
4	BS Boxes	Daikin	BSVQ36PVJU		Quarterly
1	Indoor Unit	Daikin	FXFQ24PVJU		Quarterly
21	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly
1	Indoor Unit	Daikin	FXZQ18MVJU9		Quarterly
1	Indoor Unit	Daikin	FXAQ09PVJU9		Quarterly
2	Condensing Units OD-6	Daikin	REMQ96PBYD		Quarterly
1	Condensing Unit OD-6	Daikin	REMQ120PBYD		Quarterly
9	BS Boxes	Daikin	BSVQ36PVJU		Quarterly
5	Indoor Units	Daikin	FXFQ24PVJU		Quarterly
7	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly
1	Indoor Units	Daikin	FXZQ18MVJU9		Quarterly
1	Indoor Unit	Daikin	FXAQ18PVJU		Quarterly
2	Indoor Units	Daikin	FXFQ36PVJU		Quarterly
2	Indoor Units	Daikin	FXFQ12PVJU		Quarterly
1	Condensing Unit OD-7	Daikin	REMQ72PBYD		Quarterly
2	Condensing Units OD-7	Dakin	REMQ96PBYD		Quarterly
2	BS Boxes	Daikin	BSVQ60PVJU		Quarterly
3	BS Boxes	Daikin	BSV4QPJVJU		Quarterly
6	Indoor Units	Daikin	FXZQ09MVJU9		Quarterly
19	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly
3	Indoor Units	Daikin	FXZQ18MVJU		Quarterly
2	Condensing Units OD-8	Daikin	REMQ96PBYD		Quarterly
3	BS Boxes	Daikin	BSVQ36PVJU		Quarterly
1	BS Box	Daikin	BSV4Q36PVJU		Quarterly
2	BS Boxes	Daikin	BSV6Q36PVJU		Quarterly
1	Indoor Unit	Daikin	FXFQ18PVJU		Quarterly
1	Indoor Unit	Daikin	FXZQ09MVJU		Quarterly
1	Indoor Unit	Daikin	FXZQ07MVJU		Quarterly
1	Indoor Unit	Daikin	FXZQ12MVJU9		Quarterly
17	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly

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MAINTENANCE PROGRAM

Schedule A Inventory of Equipment

H V A C

Qty	Component	Manufacturer	Model	Rating	Location
	Weisberg Applied Engineering Complex (continued)				
1	Condensing Unit OD-9	Daikin	REMQ120PBYD		Quarterly
2	BS Boxes	Daikin	BSVQ96PVJU		Quarterly
3	BS Boxes	Daikin	BSV4Q36PVJU		Quarterly
1	Indoor Unit	Daikin	FXFQ09PVJU		Quarterly
3	Indoor Units	Daikin	FXFQ36PVJU		Quarterly
10	Indoor Units	Daikin	FXZQ07MVJU9		Quarterly
1	Indoor Unit	Daikin	FXZQ15MVJU9		Quarterly
1	Indoor Unit	Daikin	FXAQ18PVJU		Quarterly
2	Condensate Pumps	Daikin			Semi-Annually

Schedule B

Air Filter Service

[illegible]

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MAINTENANCE PROGRAM

Schedule C

Special Services/Conditions

- 1) Excludes power distribution including but not limited to wiring, breakers, etc.**
- 2) This agreement is a continuation of the original contract.**
- 3) Proposal does not include complete unit replacement including but not limited to air handlers, unit ventilators, rooftop units, etc.**
- 4) Excludes power distribution including but not limited to wiring, breakers, etc.**
- 5) Excludes filters.**

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Price Breakdown

Visual Arts

Quarterly	\$7,431.00
Semi-Annual	\$14,862.00
Annual	\$29,724.00

Old Main

Quarterly	\$3,116.00
Semi-Annual	\$6,232.00
Annual	\$12,464.00

Weisburg Applied Engineering Complex

Quarterly	\$9,587.00
Semi-Annual	\$19,174.00
Annual	\$38,348.00

Drinko Library

Quarterly	\$3,835.00
Semi-Annual	\$7,670.00
Annual	\$15,340.00

Contract Total	\$95,876.00
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General Provisions

1. Normal working hours is defined as 8:00am to 5:00pm Monday through Friday excluding holidays.
2. Reasonable means of access to the equipment being inspected shall be provided and Mason & Barry, Inc. shall be permitted to start and stop all equipment as necessary to perform agreed upon services as arranged with owner representative.
3. Mason & Barry, Inc. shall use ordinary care in performing the preventative maintenance inspection service, and repair, but shall not be liable for failure to discover conditions necessitating repairs or replacement, nor shall any Inspection be construed as an approval or guarantee of the equipment. Mason & Barry, Inc. makes no other warranties, express or implied.
4. Responsibility for injury to persons or property by Mason & Barry, Inc. shall be limited to injury caused directly by the negligence of its representative while performing operations under this agreement. In no event shall Mason & Barry, Inc. be liable for incidental or consequential damages of any nature whatsoever.
5. Mason & Barry, Inc. shall not be liable for repairs to any equipment damaged by reason of negligence, faulty system design, misuse, acts of God, war, lightning, power fluctuations, or conditions caused beyond the reasonable control of Mason & Barry, Inc.
6. Work or changes, which might be required by government regulations, codes, or insurance company requirements at some future date, are not covered under this Agreement.
7. This agreement may be adjusted yearly. Such adjustment shall be consistent with current labor and material costs. Notice of such adjustment for a succeeding year shall be sent prior to the anniversary date and prior to contract renewal.
8. Prior Termination: It is understood and agreed that this agreement may be terminated by either party hereto upon ninety (90) days written notice to the other party via certified mail.
9. One year from date hereof, contract shall automatically be renewed for additional consecutive one (1) year terms(s) unless sooner terminated in accordance with this agreement. Owner shall be notified thirty (30) days in advance of renewal.
10. This agreement applies only to the maintainable portions of the system(s). Repair or replacement of non-maintainable parts such as boiler shell and tubes, boiler refractory material, cabinets, duct work, heat exchangers, piping, tube bundles, valve bodies, coils, oil storage tanks, structural supports, main power service, electric disconnects, wiring, and other similar items are excluded.
11. The annual agreement price is conditioned upon the system(s) covered being in a maintainable condition. If the initial inspection or initial seasonal start-up indicates repairs are required, a quotation will be submitted for client's approval. Should client not authorize the repairs, Mason & Barry, Inc. may either remove the unacceptable system(s), component(s) or part(s) from its scope of responsibility and adjust the annual agreement price accordingly or cancel this agreement.
12. Contract **does not include** water treatment for loop system.



Office of Purchasing

Extension Letter

October 26, 2025

VIA ELECTRONIC MAIL: tvaughan@masonbarry.com and dtree@masonbarry.com

Terry Vaughan
Donna Tree
Mason & Barry Inc
301 Smiley Drive
St. Albans, WV 25117

Re: Contract Extension for MU21HVACSYSTS

Dear Terry and Donna,

The above-mentioned contract expires on December 31, 2025. There is a provision for extension upon written mutual agreement of the parties. *Marshall University is requesting a 6-month extension pending the analysis of data, contract options and possible publishing and outcome of a solicitation for a new contract.*

Formal solicitations are posted to the [Office of Purchasing website](#) and in the Bonfire portal. We highly recommend all interested vendors register as a vendor in Bonfire. You can register using this link [Bonfire Login & Vendor Registration – Office of Purchasing \(marshall.edu\)](#). Once you have created an account, you can sign up to receive automatic notices alerting that Marshall has posted a bidding opportunity.

Please annotate on the bottom of this letter, with your signature and date, if you agree to renew contract, **MU21HVACSYSTS** January 1, 2025, through June 30, 2026, under the same terms and conditions as the original contract including all approved change orders and return the executed letter via email at your earliest convenience.

Please return the executed letter and affidavits via email and the Purchasing affidavit at your earliest convenience.

If you have any questions, please feel free to call me at lemonl@marshall.edu.

Sincerely,


Leeann Lemon
Contract Specialist

I agree with the current **MU21HVACSYSTS** for an additional a 6-month extension period under the same terms and conditions as the original contract.

☒ Yes ☐ No

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


Signature

10/27/2025
Date

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: Mason and Barry, Inc

Authorized Signature: [Signature] Date: 10-27-2025

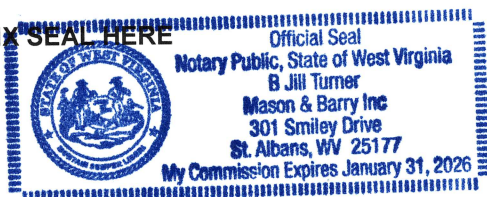
State of West Virginia

County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this 29 day of October, 2025

My Commission expires 1/31, 2026

AFFIX SEAL HERE



NOTARY PUBLIC

B. Jill Turner

Purchasing Affidavit (Revised 01/19/2018)

WV-73

Approved / April 30, 2020



**State of West Virginia
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5**

I, Matthew Duncan, after being first duly sworn, depose and state as follows:

1. I am an employee of Mason and Barry, Inc; and,
(Company Name)
2. I do hereby attest that Mason and Barry, Inc
(Company Name)

maintains a written plan for a drug-free workplace policy and that such plan and policy are in compliance with **West Virginia Code §21-1D**.

The above statements are sworn to under the penalty of perjury.

Printed Name: Matthew Duncan

Signature: *Matthew Duncan*

Title: President

Company Name: Mason and Barry, Inc

Date: 10-29-2025

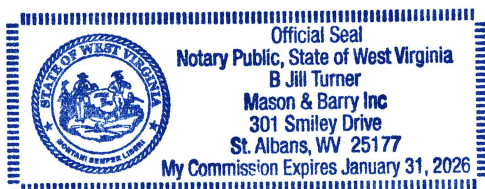
STATE OF WEST VIRGINIA,

COUNTY OF Putnam, TO-WIT:

Taken, subscribed and sworn to before me this 29 day of October, 2025.

By Commission expires 1/31/2026

(Seal)



B. Jill Turner
(Notary Public)

WV-72

Approved / Revised 08/01/15

State of West Virginia
Purchasing Division

CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET

In accordance with **West Virginia Code** § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. That report must include each of the items identified below in the Required Report Content section.

Instructions: Vendor should complete this coversheet, attach it to the required report, and submit it to the appropriate location as follows: For contracts more than \$25,000, the report should be mailed to the West Virginia Purchasing Division at 2019 Washington Street East, Charleston, WV 25305. For contracts of \$25,000 or less, the vendor should mail the report to the public authority issuing the contract.

Contract Identification:

Contract Number: MU21HVACSYSTS

Contract Purpose: HVAC Maintenance

Agency Requesting Work: Marshall University

Required Report Content: The attached report must include each of the items listed below. The vendor should check each box as an indication that the required information has been included in the attached report.

- ☐ Information indicating the education and training service to the requirements of **West Virginia Code** § 21-1D-5 was provided;
- ☐ Name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- ☐ Average number of employees in connection with the construction on the public improvement;
- ☐ Drug test results for the following categories including the number of positive tests and the number of negative tests: (A) Pre-employment and new hires; (B) Reasonable suspicion; (C) Post-accident; and (D) Random.

Vendor Contact Information:

Vendor Name: Mason and Barry, Inc

Vendor Address: 301 Smiley Dr
St Albans WV 25177

Vendor Telephone: (304) 755-0781

Vendor Fax: (304) 755-4010

Vendor E-Mail: fvaughan@masonbarry.com

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Vendor/Customer

[Menu](#)

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000200806	MASON & BARRY INC		Active	Inactive	
000000200807	MASON & BARRY INC		Discontinued	Inactive	

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▼ General Info

Vendor/Customer :	000000200806	Restrict Use by Department :	<input type="checkbox"/>
Legal Name :	MASON & BARRY INC	Miscellaneous Account :	<input type="checkbox"/>
Alias/DBA :		Internal Account :	<input type="checkbox"/>
Vendor Active Status :	Active <input type="button" value="v"/>	Third Party Only :	<input type="checkbox"/>
Vendor Approval Status :	Complete	Third Party Vendor :	<input type="checkbox"/>
Customer Active Status :	Inactive <input type="button" value="v"/>	Third Party Customer :	<input type="checkbox"/>
Customer Approval Status :	Incomplete	Inventory Customer :	<input type="checkbox"/>
Location Name :		Healthcare Provider :	<input type="checkbox"/>
First Name :		Never Archive :	<input type="checkbox"/>
Middle Name :		Restrict VSS Access :	No <input type="button" value="v"/>
Last Name :		Discontinue - No New Business :	<input type="checkbox"/>
Company Name :	MASON & BARRY INC	Prevent MA Reference :	<input type="checkbox"/>
Previous Name :		PunchOut Enabled :	<input type="checkbox"/>
Previous Street :		Re-PunchOut Enabled :	<input type="checkbox"/>
Previous City :		Electronic Order Enabled :	<input type="checkbox"/>
Previous State/Province :		W-9 Received :	<input type="checkbox"/>
Previous Country :		W-9 Received Date :	
		W-8 Received :	<input type="checkbox"/>
		W-8 Received Date :	
		Accepts Credit Cards :	<input type="checkbox"/>
		Active From :	05/16/1984 
		Active To :	
		Last Usage Date :	11/21/2025
		Department :	
		Unit :	

▶ Headquarters

▶ Organization

▶ Disbursement Options

▶ Prenote/EFT

▶ Remittance Advice

▶ Vendor Terms

▶ Accounts Receivable

▶ eMALL

▶ Location Information

▶ Fee and Vendor Compliance Holds

Fee Exempt :	<input type="checkbox"/>	Tax Clearance :	<input type="checkbox"/>
Registration Application Date :	01/22/2025 	Unemployment Insurance :	<input type="checkbox"/>
Registration Effective Date :	01/23/2025	Worker's Compensation :	<input type="checkbox"/>
Registration Expiration Date :	01/23/2026	Secretary of State Registration :	<input type="checkbox"/>
Pre-Registration Code :		Federal Debarred :	<input type="checkbox"/>

▶ Executive Compensation

▶ Additional Information

▶ Travel

▶ Change Management

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