


<b>Purchase Change Request</b>			 Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100		<b>Order #</b> MU24SECURITY co5	
FY 26	Buyer LL	Date 09/11/2025	Account Various	P.O. Date 07/01/2024	Contract MU24SECURITY	
<b>Document</b> <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			<b>Document Action</b> <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 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 checked="" type="checkbox"/> Other         </div> </div>			
Vendor Name, Address, Phone #, etc. A1 Security LLC 5378 Lower Heath Creek Road Barboursville, WV 25504			Vendor Code <b>20-5248578</b>		BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100	
Ph# 304-962-2818		Fax	FEIN# 20-5248578			
Item#	Quantity	Description of Change			Unit Price	Extended Price
		<p style="text-align: center;"><b>Change Order # 5</b></p> <p style="text-align: center;">Security Services Contract for Marshall University Campuses</p> <p>To make the following change(s) according to all terms, conditions and pricing contained in the original contract and any approved change orders.</p> <p>1. To correct the hourly rate from \$14.25 to \$14.75 on line 1 of the Pricing Page. See page 2.</p> <p>Contract Effective Date: July 1, 2025 to June 30, 2026          Renewal: One (1) of Four (4)          Renewals Remaining: 3</p> <p>Vendor Contact: Wallace W. Adkins, dyoung@a1securityllc.com</p>				
Reason for Change: 1. To correct the hourly rate from \$14.25 to \$14.75 on line 1 of the Pricing Page. See page 2.				Previous Total		\$ 103,263.54
				Increase		\$
				Decrease		\$
				New Total		\$ 111,640.73


Approved:	 Authorized Signature	September 11, 2025	Date
	n/a		
	Attorney General <b>if</b> required		Date

Exhibit A: Pricing Page  
 MU24SECURITY  
 Updated Via Addendum 3

**Bidder Company Name:** A1 Security LLC

All bidders must complete the pricing page.

Bidders should enter their hourly rate in column D. Then multiply the hourly rate by the estimated hours listed in Column E to calculate the line total (Column F). Then Bidders should add the line totals to calculate the Bid Total (cell F15).

All hours listed are estimated based on historical and planned usage of this contract. They are not a commitment or guarantee of hours.

In the event of a miscalculation, the hourly rate will prevail.

Item #	Position Title	Estimated Monthly		Line Total
		Hourly Rate	Hours	
1	Security Officer	\$14.75	6953	\$102,556.75
2	Security Supervisor (Roving Supervisor)	\$15.25	696	\$10,614.00
3	Security Officer - Holiday Rate	\$22.12	58	\$1,282.96
4	Security Supervisor (Roving Supervisor) - Holiday Rate	\$22.88	29	\$663.52
5	Security Officer - Overtime Rate	\$22.12	0	\$0.00
6	Security Supervisor (Roving Supervisor) - Overtime Rate	\$22.88	0	\$0.00
<b>Bid Total</b>				<b>\$115,117.23</b>

**Addendum 3:** The following changes have been made to the solicitation pricing page. Vendors are responsible for ensuring they complete this pricing page as part of their bid solicitation

1. Updated Position Titles to match the current specifications.
2. Update the estimated monthly hours to reflect the current hours worked and the work scope listed in the specifications.



Office of Purchasing

Renewal Letter

June 13, 2025

**VIA EMAIL ONLY:** [dyoung@alsecurityllc.com](mailto:dyoung@alsecurityllc.com)

Mr. Wallace Adkins  
 A1 Security  
 5378 Lower Heath Creek Road  
 Barboursville, WV 25504

**Re: Contract Renewal for MU24SECURITY**

Dear Mr. Adkins:

The above referenced contract expires on June 30, 2025. There is a provision for renewal upon written mutual agreement of the parties.

Please annotate at the bottom of this letter, with your signature and date, if you agree to renew contract, **MU24SECURITY** effective July 1, 2025, through June 30, 2026, under the same terms and conditions as the original contract including all approved change orders.

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

If you have any questions, please feel free to call me at 304-696-2727.

Sincerely,

Leeann Lemon  
 Contract Specialist

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I agree to renew the current **MU24SECURITY** for an additional one (1) year 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.

*See attached letter*

*Wallace W Adkins*  
 \_\_\_\_\_  
 Signature

*6-24-25*  
 \_\_\_\_\_  
 Date



94 Farmdale Road  
PO Box 607  
Barboursville, WV 25504

304-955-9081 Office  
304-381-0042 Fax

June 25, 2025

Leeann Lemon  
Marshall University

A1 Security will renew our current contract with Marshall University, however, in lieu of rising costs the company will need an increase of \$1.50 per regular hour wage and time and one-half for overtime and holiday rate. The new rate would increase to \$14.75 for security guard, \$22.12 for overtime rate and \$22.12 for holiday rate.

Sincerely,

*Wallace W. Adkins*  
Wallace W. Adkins  
Owner

Vendor/Customer









[Menu](#)

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000113348	A1 SECURITY LLC	WALLACE W ADKINS	Active	Inactive	

From 1 to 1 of 1    First Prev Next Last    [Attachments](#)

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▼ General Info

Vendor/Customer :	000000113348	Restrict Use by Department :	<input type="checkbox"/>
Legal Name :	A1 SECURITY LLC	Miscellaneous Account :	<input type="checkbox"/>
Alias/DBA :	WALLACE W ADKINS	Internal Account :	<input type="checkbox"/>
Vendor Active Status :	Active ▼	Third Party Only :	<input type="checkbox"/>
Vendor Approval Status :	Complete	Third Party Vendor :	<input type="checkbox"/>
Customer Active Status :	Inactive ▼	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 ▼
Last Name :		Discontinue - No New Business :	<input type="checkbox"/>
Company Name :	A1 SECURITY LLC	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 checked="" type="checkbox"/>
Previous Country :		W-9 Received Date :	12/14/2022 
		W-8 Received :	<input type="checkbox"/>
		W-8 Received Date :	
		Accepts Credit Cards :	<input type="checkbox"/>
		Active From :	01/26/2007 
		Active To :	
		Last Usage Date :	09/09/2025
		Department :	
		Unit :	

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► 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 :	01/10/2025 	Unemployment Insurance :	<input type="checkbox"/>
Registration Effective Date :	01/10/2025	Worker's Compensation :	<input type="checkbox"/>
Registration Expiration Date :	01/10/2026	Secretary of State Registration :	<input type="checkbox"/>
Pre-Registration Code :		Federal Debarred :	<input type="checkbox"/>

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