


<b>Purchase Change Request</b>		Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100	<b>Order #</b> MU17PAPER&ENV
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FY 2020	Buyer JH	Date 10/7/2019	Account Various	P.O. Date 9/15/2016	Contract MU17PAPER&ENV
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<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> <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. <b>VERITIV Xpedx</b> 1700 Fortune Ct. Lexington, KY 40555-4807  Ph# 859-293-7527      Fax      FEIN# 13-5369500	Vendor Code  <b>BOG Unit Name &amp; Address</b> 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
		<b>Change Order # <u>3</u></b>  To renew contract MU17PAPER&ENV all in accordance with the terms, conditions, and specifications contained in the original contract including all authorized change orders.  Paper & Envelopes  Effective Date(s): September 15, 2019 - September 14, 2020 Renewal #3 of 4 Renewals remaining: 1 (one)		

Reason for Change: Contract Renewal	Previous Total	\$ Open-End
	Increase	\$ _____
	Decrease	\$ _____
	New Total	\$ Open-End

Approved: \_\_\_\_\_ *Angela White Neff* \_\_\_\_\_ 10/9/19 \_\_\_\_\_  
 Authorized Signature Date

N/A  
 Attorney General if required \_\_\_\_\_ Date

Item	Description	Packaged	UOM	Unit Price
1	Royal #10 70# Linen Envelope	2500/Ctn	M	\$64.00
2	Seville #10 Regular Smooth 24lb Envelope	2500/Ctn	M	\$17.75
3	<del>Seville #10 Window Smooth 24lb Envelope</del> (REMOVED)	2500/Ctn	M	<del>\$17.75</del>
4	Seville #9 Regular Smooth 24lb Envelope	2500/Ctn	M	\$17.75
5	Seville #9 Window Envelope	2500/Ctn	M	\$19.75
6	Seville 9 x 12 28lb Open End Manilla Envelope	500/Ctn	M	\$116.67
7	Seville 10 x 13 28lb Open End Manilla Envelope	500/Ctn	M	\$80.00
8	Mo Saybrook 10 x 13 28lb White Peel & Seal Envelope	500/Ctn	M	\$100.80
9	Mo Saybrook 9 x 12 28 lb White Peel & Seal Envelope	500/Ctn	M	\$89.73
10	Seville 9 1/2 x 12 1/2 28lb White Peel and Seal Envelope	500/Ctn	M	\$105.60
11	Printmaster 6 x 9 28# White Envelope	500/Ctn	M	\$38.00
12	Seville 6 1/2 x 9 1/2 28lb White Open End Envelope	500/Ctn	M	\$42.00
13	Cougar 60# A-7 White Envelope	1000/Ctn	M	\$55.00
14	Cougar #5 1/2 Baronial White Envelope	1000/Ctn	M	\$45.00
15	Seville Coin Envelopes 24# White	5000/Ctn	M	\$75.00
16	Vector 8 1/2 x 11 White 20lb Bond	5000/Ctn	CTN	\$29.50
17	Haml Fore 8 1/2 x 11 Colors 20lb Bond	5000/Ctn	M	\$10.50
18	Endurance 80lb Gloss Matrix 23 x 35 Cover	Skid-500	M	\$185.81
19	Endurance 100lb Matrix Gloss 23 x 35 Text	800/Ctn	M	\$120.46
20	Domtar 70lb Husky Smooth 11 x 17	2000/Ctn	M	\$23.60
21	Neenah 23 x 34 24# Bright White Classic Laid	1500/Ctn	M	\$279.96
22	Endurance 12 x 18 80lb Coated Text	500/Pack	M	\$27.95
23	Endurance 24 x 36 80lb Coated Cover	5000/Skid	M	\$214.25
24	Endurance 25 x 38 80lb Coated Cover	5000/Skid	M	\$235.25
25	Endurance 12 x 18 100lb Coated Cover	200/Pack	M	\$37.30
26	Endurance 24 x 36 100lb Coated Cover	7750/Skid	M	\$141.35
27	Endurance 25 x 38 100lb Coated Cover	7750/Skid	M	\$158.35
28	Springhill 11 x 17 90# White Text	1000/Ctn	M	\$47.25
29	Springhill 8 1/2 x 11 110# Index Colors	2000/Ctn	M	\$28.05
30	Springhill 8 1/2 x 11 110# Index White	2000/Ctn	M	\$26.60
31	Showcase Label #60 8 1/2 x 11 White	1000/Ctn	C	\$18.00
32	Royal Linen Writing 24# 8/2 x 11 Bright White	5000/Ctn	M	\$26.50
33	Anthem Matte Cover 80# 24 x 36 White	4500/Skid	M	\$215.00
34	Anthem Matte Cover 100# 23 x 35	500/Ctn	M	\$280.00
35	Perfect Cut Sheet Spiral 44 Oval Punch 20# 8 1/2 x 11 White	2500/Ctn	M	\$24.00
36	Endurance Gloss Cover 80# 24 x 36 White	5000/Skid	M	\$192.83
37	Endurance Gloss Cover 100# 24 x 36 White	7750/Skid	M	\$248.33
38	Domtar Dusky Opaque 70# 25 x 38 White	7500/Skid	M	\$116.32
39	Endurance Digital Gloss Cover Pack 100# 17 x 11 White	250/Pkg	M	\$59.65
40	Endurance Digital Gloss Pack 100# 17 x 11 White	500/Pkg	M	\$31.10
41	Endurance Digital Gloss Cover Pack 80# 17 x 11 White	250/Pkg	M	\$48.05
42	Endurance Digital Gloss Pack 80# 17 x 11 White	500/Pkg	M	\$26.45
43	Neenah UV Ultra II Translucent 17# 25 x 38 Radiant White	1500/Ctn	M	\$478.22
44	Astroparche Vellum Cover 65# 23 x 35 White	500/Ctn	M	\$453.73
45	Excelone 2-Part Reverse 20# 8 1/2 x 11	5000/Ctn	M	\$33.50
46	Excelone 3-Part Reverse 20# 8 1/2 x 11	5010/Ctn	M	\$37.60
47	Excelone 4-Part Reverse 20# 8 1/2 x 11	5000/Ctn	M	\$40.15
48	Excelone 5-Part Reverse 20# 8 1/2 x 11	5000/Ctn	M	\$41.20
49	Printmaster #10 Digital Window Envelope	500/Box	M	\$25.50
50	18 x 12 80lb Endurance Digital Gloss Cover	250/Pkg	M	\$56.00
51	18 x 12 80 lb Endurance Digital Silk Cover	250/Pkg	M	\$56.00



Office of Purchasing

September 26, 2019

Dean Gottler  
Account Manager  
VERITIV Xpedx

**Re: Contract Renewal for MUI7PAPER&ENV**

Dear Mr. Gottler:

The above referenced contract expired on September 14, 2019. There is a provision for another renewal 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 **MUI7PAPER&ENV** effective September 15, 2019 through September 14, 2020 under the same terms and conditions. Enclosed is a Purchasing 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 – Office of Purchasing  
One John Marshall Drive  
Huntington, WV 25755-4100

RECEIVED  
MARSHALL UNIVERSITY  
OFFICE OF PURCHASING  
2019 OCT -2 A 10:59

If you have any questions, please feel free to call me at 304-696-2599.

Sincerely,

*Angela White Negley*  
Angela White Negley

Director of Purchasing/Chief Procurement Officer

I agree to renew the current contract # **MUI7PAPER&ENV** for an additional one (1) year period under the same terms and conditions.

Yes  No

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

*Dean Gottler* *Dean Gottler* 9.30.19  
Signature Date

DEAN GOTTLER

Printed Name

SALES

Title

Comments:

**WE ARE... MARSHALL.**

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.

RECEIVED  
STATE OF WEST VIRGINIA  
DEPARTMENT OF PURCHASING  
OCT 21 10:59 AM '19

**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: VERITIV

Authorized Signature: A McGrath Date: 9/30/19

State of Kentucky

County of Fayette, to-wit:

Taken, subscribed, and sworn to before me this 30 day of September, 2019.

My Commission expires 6/24/23, 2019.



NOTARY PUBLIC A McGrath