

**Purchase
Change Request**



Marshall University
Office of Purchasing
One John Marshall Drive
Huntington, WV 25755-4100

Order #
MU16WINDOWS

FY 2020	Buyer JH	Date 7/3/2019	Account Various	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 checked="" type="checkbox"/> Change of Vendor Name/Address <input type="checkbox"/> Other
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Vendor Name, Address, Phone #, etc. The Descenders Window Cleaning 1844 Kelly Island Road Martinsburg, WV 25405	Vendor Code	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 800-285-8634	Fax	FEIN# 30-0158975

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center">Change Order # 4</p> <p>To renew contract MU16WINDOWS all in accordance with the terms, conditions, and specifications contained in the original contract and all authorized change orders, subject to the following price changes.</p> <p>Vendor address changed from: 81 Snyders Lane Martinsburg, WV 25405</p> <p>To read as: 1844 Kelly Island Road Martinsburg, WV 25405</p> <p>Effective Date(s): April 8, 2019 to April 7, 2020 Renewal #3 of 4 Renewals remaining: (1) one</p>		

Reason for Change: Contract Renewal Requested, Vendor Address Change, and Price Increase.	Previous Total	\$	Open-End
	Increase	\$	
	Decrease	\$	
	New Total	\$	Open-End

Approved:  7.3.19
Authorized Signature Date

N/A
Attorney General if required Date

Purchasing Continuation Sheet

Prices updated June, 2019

Vendor: **The Descenders Window Cleaning**

P.O. No.: MU16WINDOWS
Organization Name: MARSHALL UNIVERSITY

Item#	Description	Unit of Measure	Outside	Inside	Total
Section I Department of Housing and Residential Life					
1	TT East	Per Cleaning	\$1867	\$653	\$2520
2	TTE Spandrel	Per Cleaning	\$747	\$330	\$1077
3	TT West	Per Cleaning	\$1866	\$653	\$2519
4	TT West Spandrel	Per Cleaning	\$747	\$330	\$1077
5	TT First Floor	Per Cleaning	\$265	\$130	\$395
6	TT Market Place	Per Cleaning	\$63	\$32	\$95
7	Holderby Hall	Per Cleaning	\$4395	\$1540	\$5935
8	Housing and Residential Life Offices	Per Cleaning	\$822	\$406	\$1228
9	Buskirk Hall	Per Cleaning	\$1903	\$707	\$2610
10	Gibson Hall	Per Cleaning	\$1409	\$499	\$1908
11	Willis Hall	Per Cleaning	\$1404	\$499	\$1903
12	Wellman Hall	Per Cleaning	\$1409	\$499	\$1908
13	Haymaker Hall	Per Cleaning	\$1404	\$499	\$1903
14	Harless Dining Hall	Per Cleaning	\$722	\$349	\$1071
Section II Auxiliary Services – Memorial Student Center (MSC)					
15	Student Center Offices	Per Cleaning	\$1196	\$536	\$1732
16	Student Center Cafeteria	Per Cleaning	\$105	\$49	\$157
17	Student Center Balconies	Per Cleaning	\$167	\$84	\$251
18	Student Center Entrances	Per Cleaning	\$105	\$49	\$157
19	Student Center Solarium	Per Cleaning	\$260	\$105	\$365
20	Student Center 2 nd Floor West Stairwell Area	Per Cleaning	\$156	\$78	\$234
21	John Marshall Dining Room	Per Cleaning	\$167	\$84	\$251
22	Bookstore Vestibule	Per Cleaning	\$726	\$304	\$1030
23	Bookstore Main Area	Per Cleaning	\$245	\$100	\$345
24	Bookstore Outside Area	Per Cleaning	\$102		\$102
Section III Joan C. Edwards School of Medicine (JCESOM)					
25	MCR Building Exterior Windows	Per Cleaning	\$3410		\$3410
26	MCR Building Skylights	Per Cleaning	\$475		\$475
27	Erma Ora Byrd Clinical Center	Per Cleaning	\$3614	\$1548	\$5162
Section IV Forensic Science Building					
28	Forensic Science Center	Per Cleaning	\$822	\$403	\$1225
Section V Athletics					
29	Stadium	Per Cleaning	\$6805		\$6805
30	Shewey Facilities Building	Per Cleaning	\$1245	\$1033	\$2278

Purchasing Continuation Sheet

Prices updated June, 2019

Vendor: The Descenders Window Cleaning

	P.O. No.: MU16WINDOWS
Organization Name: MARSHALL UNIVERSITY	

Item#	Description	Unit of Measure	Regular	Premium
Additional Services				
31	Clean Oxidized Window Frames	Hour Per Man	\$56.41	\$58
32	Clean Power Vent Protrusions	Hour Per Man	\$56.41	\$58
33	Remove/Clean/Re-Install Full Sized Screens	Each (screen)	\$11	\$15
34	Construction Cleanup	Hour Per Man	\$73	\$77
35	Caulk, Expansion Joint Repair, Mortar Work, Sealants. Glazing, Brush and Paint Rusted Vents	Hour Per Man	\$76	\$82
36	Pressure Wash	Hour Per Man	\$56.41	\$58
37	On Call Service Cleaning	Hour Per Man	\$105	\$105
38	Window Cleaning Per Quote Basis (Attach Quote)	As Quoted	As Quoted	As Quoted

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

RECEIVED
MARSHALL UNIVERSITY
OFFICE OF PURCHASING
2019 JUN 10 2:22 PM

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 DESCENDORS WINDOW CLEANING

Authorized Signature: Barbara A. Peele Date: 6/10/19

State of WEST VIRGINIA

County of BERKELEY, to-wit:

Taken, subscribed, and sworn to before me this 10th day of JUNE, 2019.

My Commission expires SEPT. 5, 2023

AFFIX SEAL HERE



NOTARY PUBLIC

Barbara A. Peele



www.marshall.edu

Office of Purchasing

May 20, 2019

The Descenders Window Cleaning

~~81 Snyders Lane~~ 1844 KELLY ISLAND ROAD
Martinsburg, WV 25405

RECEIVED
MARSHALL UNIVERSITY
OFFICE OF PURCHASING
2019 JUN 13 P 2:23

Re: Contract Extension for MU16WINDOWS

To Whom It May Concern:

The above referenced contract expired April 7, 2019. 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 April 8, 2019 through April 7, 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

If you have any questions, please feel free to call me at 304-696-2820.

Sincerely,

Brianna Salyers

Bre Salyers
Purchasing Agent, Office of Purchasing
Marshall University

I agree to extend 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. PRICES UPDATED

Barbara A. Reele
Signature

6/10/19
Date

BARBARA A. REELE
Printed Name

PRESIDENT - REELE, INC.
Title

Comments: SEE ATTACHED FOR PRICE ADJUSTMENTS.

WE ARE... MARSHALL.