


<b>Purchase Change Request</b>			 Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100			<b>Order #</b> MU20ATM		
FY 24	Buyer MD	Date 08/31/23	Account Varies	P.O. Date 08/31/2020	Contract MU20ATM			
<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 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.			Vendor Code 550641179		BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100			
United Bank 517 9th Street Huntington, WV 25701								
Ph# 304-781-2379		Fax	FEIN# 550641179					
Item#	Quantity	Description of Change			Unit Price	Extended Price		
		<p style="text-align: center;"><b>Change Order # 3</b></p> <p>To renew the original contract according to all terms, conditions, prices, and specifications contract in the original contract and all approved change orders.</p> <p>Renewal Term: 09/01/2023 - 08/31/2024</p> <p>Renewal: 3 of 9 Renewals Remaining: six (6) one-year renewals</p> <p>Vendor Contact: Andrew Dawson &lt;Andrew.Dawson@bankwithunited.com&gt;</p>						
Reason for Change: Renewal				Previous Total	\$	Open-End		
				Increase	\$	-		
				Decrease	\$	-		
				New Total	\$	Open-End		

Approved: Michelle H. Reeder 09/07/2023  
 Authorized Signature Date

N/A

Attorney General **if** required Date

Office of Purchasing

Renewal Letter

08/22/2023

United Bank  
517 9<sup>th</sup> Street  
Huntington, WV 25701

**Re: Contract Renewal for MU20ATM**

Hello,

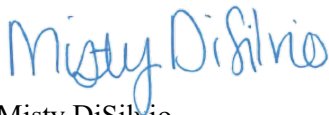
The above-referenced contract expires on 08/31/23. There is a provision for renewal upon written mutual agreement of the parties.

Please complete the section below if you agree to renew the contract effective 09/01/23 through 08/31/24 under the same terms and conditions as the original contract including all approved change orders.

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

If you have any questions, please feel free to contact me at [delong16@marshall.edu](mailto:delong16@marshall.edu)

Sincerely,



Misty DiSilvio  
Contract Specialist

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I agree to renew the contract referenced above 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.



Signature

08/31/2023

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: United Bank

Authorized Signature: [Signature] Date: 7-8-22

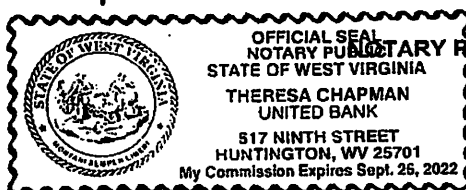
State of West Virginia

County of Cabell, to-wit:

Taken, subscribed, and sworn to before me this 8 day of July, 2022

My Commission expires Sept 26, 2022

**AFFIX SEAL HERE**



Theresa Chapman

Purchasing Affidavit (Revised 01/19/2018)









Vendor/Customer

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000199910	UNITED BANK		Active	Active	
PYRL00010549	UNITED BANK		Active	Inactive	

From 1 to 2 of 2    First Prev Next Last    [Attachments](#)

Save [Undo](#) Delete Insert [Copy](#) Paste [Search](#) 

▼ General Info

Vendor/Customer :	000000199910	Restrict Use by Department :	<input type="checkbox"/>
Legal Name :	UNITED BANK	Miscellaneous Account :	<input type="checkbox"/>
Alias/DBA :		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 :	Active ▼	Third Party Customer :	<input type="checkbox"/>
Customer Approval Status :	Complete	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 :	UNITED BANK	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 :	01/11/1989 
		Active To :	
		Last Usage Date :	09/06/2023
		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 :	08/03/2023 	Unemployment Insurance :	<input type="checkbox"/>
Registration Effective Date :	08/20/2023	Worker's Compensation :	<input type="checkbox"/>
Registration Expiration Date :	08/19/2024	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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