


<b>Purchase Change Request</b>		Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100	<b>Order #</b> MU20EVENTPER
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FY 22	Buyer JH	Date 8/11/2021	Account Various	P.O. Date 8/1/2019	Contract MU20EVENTPER
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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 Agreement <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>Vendor Code 952832166</b>  Contemporary Services Corporation 17101 Superior St. Northridge, CA 91325  Ph# 818-885-5150      Fax      FEIN# 952832166	<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>2</u></b>  To renew contract MU20EVENTPER all in accordance with the terms, conditions, and specifications contained in the original contract and all authorized change orders.  <b>Sport Event Non-Personnel Services</b>  Effective Date(s): August 1, 2021 to July 31, 2022 Renewal #2 of 4 Renewals remaining: (2) two		

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

Approved: Michelle Wheeler 8/11/2021  
 Authorized Signature Date

N/A  
 Attorney General if required Date

Purchasing Continuation Sheet

BOG 36

Page#

P.O. #

2

MU20EVENTPER co2

Vendor: Contemporary Services Corporation

Organization Name

Marshall University

Description

To Provide Sport Event Non-Personnel Services

**PRICING:**

Event Manager.....\$30.60 Per Hour

Supervisor.....\$21.90 Per Hour

Security Guard.....\$19.41 Per Hour

Usher.....\$19.41 Per Hour

Parking Guard.....\$19.41 Per Hour

Ticket Taker.....\$19.41 Per Hour



Office of Purchasing  
June 7, 2021

Contemporary Services Corporation  
17101 Superior St.  
Northridge, CA 91325

**Re: Contract Renewal for MU20EVENTPER**

To Whom It May Concern:

The above referenced contract will expire July 31, 2021. 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 **MU20EVENTPER** effective August 1, 2021 through July 31, 2022 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,

Justin Hawthorne  
Purchasing Agent  
Marshall University

I agree to extend the current contract # **MU20EVENTPER** 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.**

   
Signature Date

Mark Glaser  
Printed Name

Sr VP - Operations  
Title

Comments: Rates per letter 6/23/21

**WE ARE... MARSHALL.**



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## Contemporary Services Corporation

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June 23, 2021

Marshall University – Office of Purchasing  
Attn: Mr. Justin Hawthorne  
One John Marshall Drive  
Huntington, WV 25755-4100

**Re: Contract Renewal for MU20EVENTPER**

Mr. Hawthorne,

We are in receipt of your letter denoting the renewal option for Marshall University pertaining to Contract MU20EVENTPER. We are extremely appreciative to continue and grow our partnership with Marshall University/Athletics into the 2021 year and beyond.

With the continuous rise in operating cost, employee retention and engagement, we are requesting a two percent (2%) increase on all our rates going into the renewal. Our new proposed rates would be:

Event Manager - \$30.60

Supervisor - \$21.90

Event Staff - \$19.41

If you have any questions or require further information, please feel free to call me at 303.808.5987.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mark Glaser', is written over a light blue horizontal line.

Mark Glaser  
Sr. V.P. – Operations

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: Contemporary Services Corp

Authorized Signature: [Signature] Date: 8/5/21

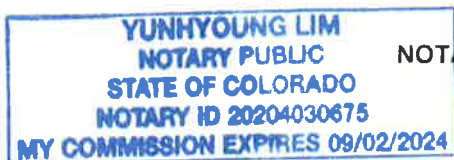
State of Colorado

County of Arapahoe to-wit:

Taken, subscribed, and sworn to before me this 9th day of August, 2021

My Commission expires 09/02/2024, 20  

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Vendor/Customer

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
000000232349	CONTEMPORARY SERVICES COR		Active	Inactive	
✓ 000000232350	CONTEMPORARY SERVICES CORP		Active	Inactive	

From 1 to 2 of 2 First Prev Next Last Attachments

Save Undo Delete Insert Copy Paste Search

General Info

Vendor/Customer : 000000232350  
 Legal Name : CONTEMPORARY SERVICE  
 Alias/DBA :  
 Vendor Active Status : Active  
 Vendor Approval Status : Complete  
 Customer Active Status : Inactive  
 Customer Approval Status : Incomplete  
 Location Name :  
 First Name :  
 Middle Name :  
 Last Name :  
 Company Name : CONTEMPORARY SERVICE  
 Previous Name :  
 Previous Street :  
 Previous City :  
 Previous State/Province :  
 Previous Country :  
 Restrict Use by Department :  
 Miscellaneous Account :  
 Internal Account :  
 Third Party Only :  
 Third Party Vendor :  
 Third Party Customer :  
 Inventory Customer :  
 Healthcare Provider :  
 Never Archive :  
 Restrict VSS Access : No  
 Discontinue - No New Business :  
 Prevent MA Reference :  
 PunchOut Enabled :  
 Re-PunchOut Enabled :  
 Electronic Order Enabled :  
 W-9 Received :  
 W-9 Received Date :  
 W-8 Received :  
 W-8 Received Date :  
 Accepts Credit Cards :  
 Active From : 05/21/1998  
 Active To :  
 Last Usage Date : 07/02/2021  
 Department :  
 Unit :

Headquarters

Headquarters Account : Yes  
 Headquarters Account Code : 000000232350  
 Headquarters Account Legal Name : CONTEMPORARY SERVICE  
 Franchise Account :  
 Web Address http:// :  
 Catalog DUNS :  
 Catalog Extended DUNS :  
 Taxpayer ID Number : \*\*\*\*\*2166  
 Taxpayer ID Number Type : EIN

Organization

Organization Type : Company  
 1099 Classification : Corporation  
 1042-S Ch. 3 Recipient Code :  
 1042-S Ch. 4 Status Code :  
 Number of Employees :  
 Merchant ID :  
 Sex :  
 Date of Birth :  
 Marital Status :  
 Annual Income :  
 IRS Country of Residence :  
 IRS Country Sub Code :  
 Contract Withholding Exempt :  
 National Provider ID :  
 Assigning Authority :  
 CAGE Code :  
 Permanent Staffed Office in State :  
 1099 Indicator : No  
 1042-S Indicator :  
 Taxpayer ID Number : 952832166  
 Taxpayer ID Number Type : EIN  
 Detailed TIN Type :  
 Foreign Tax ID :  
 GIIN :  
 1042-S Recipient Account Number :  
 W-8 Form :  
 Tax Profile : NOTAX  
 Tax Profile Name : No Tax  
 EBIC Number :  
 IAEC Number :  
 Web Address http:// :  
 Employee ID :  
 Employee Status :  
 Supplier Shared Secret :

Disbursement Options

Category : DIRC  
 Description : Direct Payments  
 Default Type : Check  
 Default Priority : 99  
 Default Format : REG  
 Default Format Description :  
 Scheduled Payment Day :  
 Single Payment Indicator :  
 Name on Check : Legal Name  
 Eligible for VCA Payments :  
 VCA Effective From Date :  
 VCA Effective To Date :  
 VCA Primary Email :  
 VCA Secondary Email :  
 VCA Comments :  
 Hold Payment :  
 Hold Payment Authorized By :  
 Hold Payment Authorized On :  
 Hold Reason :  
 Prevent New Spending :  
 Prevent New Orders : For All Departments  
 Third Party Code :  
 Third Party Name :  
 Third Party Approved By :  
 Third Party Approved On :  
 Third Party Reason :

Always Infer Third Party Vendor :  
Third Party Address ID :



▼ Prenote/EFT

Generate EFT Payment :	EFT Format :
ABA Number :	EFT Format Description :
Bank Name :	EFT Status :
Account Type :	Last Status Change :
Account Number :	EFT Status Description :
Routing ID Number :	
Bank Phone Number :	
Prenote Requested Date :	Prenote Return Reason Explanation :
Prenote Return Reason :	
Prenote Return Reason Message :	
Foreign Correspondent Bank Name :	W-9 Mailing Date :
Foreign Correspondent Bank Branch Country Code :	W-9 Response Date : 01/05/2016
Account Number Linkage to Provider Identifier :	
Reason for Submission :	

▼ Remittance Advice

Remittance Advice Required :  
 Remittance Advice Format :  
 Remittance Advice Format Description :  
 Remittance Advice Transmission Mode :

▼ Vendor Terms

Number of Days 1 :	Number of Days 3 :
Discount Percent 1 :	Discount Percent 3 :
Discount Always 1 :	Discount Always 3 :
Number of Days 2 :	Number of Days 4 :
Discount Percent 2 :	Discount Percent 4 :
Discount Always 2 :	Discount Always 4 :

▼ Accounts Receivable

Default Receipt Type :	Bill Headquarters :
Default Billing Profile :	Bankruptcy :
Cost Accounting Funding Type :	Central Statement BPRO :
Credit/Debit Card Type :	Central Statement Billing Location :
Credit/Debit Card Number :	Central Statement Address ID :
Name on Card :	Suppress Central Statement :
Credit/Debit Card Expiration Month :	Suppress Central Past Due Statement :
Credit/Debit Card Expiration Year :	

▼ eMALL

DUNS : 068921071 Preferred Ordering Method :  
 Extended DUNS : Peard Acceptance Level :  
 Internet Catalog : Create Certification Document :  
 VSS Registered : Vendor Preference Level : 99

▼ Location Information

\*Verify My Locations by : Create My Own  
 Vendor Verification Based On : Migrated vendor accounts ha  
 Vendor Verification Password :  
 Confirm Verifications :

► Fee and Vendor Compliance Holds

Fee Exempt :	Tax Clearance :
Registration Application Date : 08/01/2014	Unemployment Insurance :
Registration Effective Date : 08/01/2014	Worker's Compensation :
Registration Expiration Date : 08/01/2015	Secretary of State Registration :
Pre-Registration Code :	Federal Debarred :

► Executive Compensation

▼ Additional Information

Miscellaneous Field 1 :	Miscellaneous Flag 1 :
Miscellaneous Field 2 :	Miscellaneous Flag 2 :
Miscellaneous Field 3 :	Miscellaneous Flag 3 :
Miscellaneous Field 4 :	
Miscellaneous Field 5 :	
Miscellaneous Field 6 :	
Miscellaneous Field 7 :	

▼ Travel

Traveler :  
 Travel Policy :  
 Allow Traveler Advances :  
 PCard ID :

▼ Change Management

**Created By :** conversion  
Conversion User  
**Created On :** 06/03/2014  
**Last Approved By :** kirktr2  
Trent G Kirk  
**Last Approved On :** 01/08/2020  
**Date Registered :** 06/03/2014

**Last Modified By :** fryki1  
Kimberly J Fry  
**Last Modified On :** 01/07/2020  
**Comments :**

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