

# Purchase Change Request



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

**Order #**  
MU20NATGAS

FY 23	Buyer MW	Date 10/03/22	Account	P.O. Date 05/14/2019	Contract MU20NATGAS
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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. Direct Energy Business, LLC P.O. Box 32179 New York, NY 10087-2179	Vendor Code 25-1821047	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 330-832-3860	Fax	FEIN# 25-1821047

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center"><b>Change Order # 4</b></p> <p align="center">Natural Gas and Transportation Service Contract</p> <p>To Renew the contract according to all terms, conditions and pricing contained in the original contract.</p> <p>Effective date of renewal November 1, 2022 through October 31, 2023. Renewal # 3 of 4 Renewals Remaining: (1) one (1) year period.</p>		

Reason for Change: CONTRACT RENEWAL	Previous Total	\$ OPEN-END
	Increase	\$ _____
	Decrease	\$ _____
	New Total	\$ OPEN-END

Approved: Michelle Wheeler 10/3/22  
Authorized Signature Date

N/A  
Attorney General if required Date



September 27, 2022

Chris Feucht  
Senior Account Manager  
Direct Energy Business Marketing, LLC  
PO Box 32179  
New York, NY 10087-2179

**Re: Contract Renewal for MU20NATGAS**

Hello,

The above referenced contract expires 10/31/2022. There is a provision for 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 extend contract **MU20NATGAS** effective November 1, 2022 through October 31, 2023 under the same terms and conditions.

Please sign and return the letter to michelle.wheeler@marshall.edu

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 304-696-2727.

Sincerely,

  
Michelle Wheeler  
Associate Director of Purchasing

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I agree to extend the current contract #MU20NATGAS for an additional one (1) year period under the same terms and conditions as the original agreement.

Yes  No

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Comments: Renew per Direct Energy Business Natural Gas Transportation Confirmation dated 3/1/22.  
(Price is \$3.77 / MMBTU through 10/31/2024)



**Direct Energy Business Marketing, LLC**  
**d/b/a Direct Energy Business**  
 194 Wood Avenue South, Second Floor, Iselin, NJ  
 08830 1.888.925.9115  
[www.directenergy.com](http://www.directenergy.com)

**Date:** 03/01/2022  
**Time:** 9:35 AM  
**Proposal ID:** 68376592  
**Marketer Name:** Feucht, Chris

**CUSTOMER INFORMATION**

<b>Customer Name:</b> Marshall University	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Renew
<b>Contact Name:</b> Accounts Payable	<b>Billing Contact:</b>	
<b>Address:</b> 1 John Marshall Drive HUNTINGTON, WV 25755 US	<b>Billing Address:</b>	
<b>Telephone:</b> (304) 696-2992 <b>Fax:</b> (304) 696-3333	<b>Telephone:</b>	<b>Fax:</b>
<b>Email:</b>		

**NATURAL GAS TRANSACTION CONFIRMATION**

This Transaction Confirmation confirms the terms of the Gas Transaction entered into between Direct Energy Business Marketing, LLC /b/a Direct Energy Business ("Seller"), and the customer above ("Buyer" or "Customer") pursuant to the terms of the Commodity Master Agreement (CMA) between Buyer and Seller dated April 25, 2019 as may be amended. The Purchase Price excludes Utility distribution charges and Taxes that are or may be the responsibility of Buyer. Gas volumes will be adjusted for Utility line loss, where applicable. The prices listed below are based on market conditions as of the time, stated above, that this Transaction Confirmation was issued and may be adjusted by Seller to reflect market conditions as of the date it is executed and returned by Buyer. THIS TRANSACTION CONFIRMATION WILL NOT BE EFFECTIVE UNTIL SIGNED BY BOTH PARTIES.

**SERVICE LOCATIONS**

(Additional pages may be attached if necessary)

Service Address	Utility Account Number	Rate
2560 Fifth Avenue	516033-621561	Unknown
927 Third Ave	516034-621562	Unknown
1676 3rd. Avenue	520748-649000	Unknown
2211 3rd Avenue	520749-648999	Unknown
400 Hal Greer Blvd	543080-637295	Unknown
400 Hal Greer Blvd	543083-637298	Unknown
400 Hal Greer Blvd	543084-637299	Unknown
400 Hal Greer Blvd	543087-637302	Unknown
400 Hal Greer Blvd	543094-637309	Unknown
400 Hal Greer Blvd	543095-637310	Unknown
400 Hal Greer Blvd	543096-637311	Unknown
400 Hal Greer Blvd	543097-637312	Unknown
400 Hal Greer Blvd	543098-637313	Unknown
400 Hal Greer Blvd	543133-637348	Unknown
400 Hal Greer Blvd	543137-637352	Unknown
400 Hal Greer Blvd	543169-637384	Unknown
400 Hal Groor Blvd	543170-637385	Unknown
1275 15th Street	543277-637492	Unknown

**DELIVERY PERIOD**

Begin: 11/01/2022

End: 10/31/2024

The service start date hereunder will be the date that the Utility enrolls Customer for Seller's service. Seller will request the Utility to enroll Customer on the first meter read date within the Delivery Period.

Upon the expiration of the Delivery Period, this Transaction shall continue for successive one month terms (collectively the "Renewal Term") until either Party notifies the other Party in writing of its intention to terminate, at least 15 days prior to (1) the end of the

Delivery Period or (2) during the Renewal Term, the earlier of the end of each successive month Renewal Term or the next cycle read late. After notice is given as contemplated in the previous sentence, the date of termination ("Termination Date") shall be the next effective drop date permitted by the Utility. The Purchase Price for delivery to the Delivery Point during the Renewal Term or for any period outside of the Delivery Period, shall be the then Market Price for delivery to the Delivery Point, unless otherwise agreed to in writing.

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**DELIVERY POINT**

Mountaineer Gas Co. / MGC 27-16 POINT

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**CONTRACT QUANTITY (MMBTU)**

Buyer and Seller agree that the Contract Quantity purchased and received means a positive volume up to or greater than the estimated quantities listed below, provided, that for purposes of determining whether a Material Deviation has occurred and for purposes of calculating Contract Quantities remaining to be delivered under the Remedies section of the CMA, Contract Quantity shall be determined by reference to the applicable estimated quantity(ies) listed below.

_____	Daily	<u>  X  </u>	Monthly		
November		22197		May	13606
December		25394		June	12445
January		32047		July	11096
February		21245		August	11891
March		27296		September	13447
April		11204		October	18627

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**PURCHASE PRICE**

Fixed Price : \$3.77/MMBTU

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**SPECIAL PROVISIONS**

Change in Utility Account Numbers:

The account number for a Service Location shall be the Utility Account Number set forth in the Service Locations section above or as attached, as applicable, or any replacement account number issued by the Utility from time to time.

Fixed Price: The Purchase Price for the Contract Quantity, unless otherwise specified in this Transaction Confirmation is \$3.77 / MMBTU

Buyer acknowledges that it is acting for its own account, and that it has made its own independent decisions with respect to this Transaction Confirmation and that Seller is not acting as a fiduciary, financial, investment or commodity trading advisor for it in connection with the negotiation and execution of this Transaction Confirmation.

Full Plant Requirement – No GSA

**TAX EXEMPTION STATUS - If exempt, must attach certificate**

**In order to ensure accurate billing, tax status indication is required. Please check the appropriate status below:**

Non-Exempt

Exempt (e.g. Residential, Non-Profit Organization, Manufacturing, Small Business, Agricultural, Resale, etc.)

<b>Buyer:</b>	<b>Marshall University</b>	<b>Seller:</b>	<b>Direct Energy Business Marketing, LLC</b>
<b>Buyer:</b>	<u>Travis M. Bailey</u>	<b>By:</b>	<u>James J. Connolly</u>
<b>Name:</b>	<u>Travis M. Bailey</u>	<b>Name:</b>	<u>James J. Connolly</u>
<b>Title:</b>	<u>Director, Physical Plant</u>	<b>Title:</b>	<small>James J. Connolly VP Sales Direct Energy Business</small>
<b>Date:</b>	<u>3/1/22</u>	<b>Date:</b>	<u>3/1/2022</u>
		<b>Proposal ID:</b>	<u>68376592</u>
		<b>Internal ID:</b>	<u>00098627 - CMA V.3</u>

1 of 1 | [View All](#) Some of the values entered as Search Criteria for UI secured field ...

Vendor/Customer

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ VC0000104612	DIRECT ENERGY BUSINESS LLC		Active	Inactive	

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

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

General Info

Vendor/Customer : VC0000104612

Legal Name : DIRECT ENERGY BUSINES

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 : DIRECT ENERGY BUSINES

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 : 05/27/2021

Active To :

Last Usage Date : 10/21/2022

Department :

Unit :

Headquarters

Headquarters Account : Yes

Headquarters Account Code : VC0000104612

Headquarters Account Legal Name : DIRECT ENERGY BUSINES

Franchise Account :

Web Address http:// :

Catalog DUNS :

Catalog Extended DUNS :

Catalog Unique Entity Identifier :

Taxpayer ID Number : \*\*\*\*\*1047

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 : 251821047

Taxpayer ID Number Type : EIN

Detailed TIN Type :

Foreign Tax ID :

GIIN :

1042-S Recipient Account Number :

W-8 Form :

Tax Profile :

Tax Profile Name :

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 : <input type="checkbox"/>	EFT Format : <input type="text"/>
ABA Number : <input type="text"/>	EFT Format Description : <input type="text"/>
Bank Name : <input type="text"/>	EFT Status : <input type="text"/>
Account Type : <input type="text"/>	Last Status Change : <input type="text"/>
Account Number : <input type="text"/>	EFT Status Description : <input type="text"/>
Routing ID Number : <input type="text"/>	
Bank Phone Number : <input type="text"/>	
Prenote Requested Date : <input type="text"/>	Prenote Return Reason Explanation : <input type="text"/>
Prenote Return Reason : <input type="text"/>	
Prenote Return Reason Message : <input type="text"/>	
Foreign Correspondent Bank Name : <input type="text"/>	W-9 Mailing Date : <input type="text"/>
Foreign Correspondent Bank Branch Country Code : <input type="text"/>	W-9 Response Date : <input type="text"/>
Account Number Linkage to Provider Identifier : <input type="text"/>	
Reason for Submission : <input type="text"/>	

**▼ Remittance Advice**

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

**▼ Vendor Terms**

Number of Days 1 : <input type="text"/>	Number of Days 3 : <input type="text"/>
Discount Percent 1 : <input type="text"/>	Discount Percent 3 : <input type="text"/>
Discount Always 1 : <input type="checkbox"/>	Discount Always 3 : <input type="checkbox"/>
Number of Days 2 : <input type="text"/>	Number of Days 4 : <input type="text"/>
Discount Percent 2 : <input type="text"/>	Discount Percent 4 : <input type="text"/>
Discount Always 2 : <input type="checkbox"/>	Discount Always 4 : <input type="checkbox"/>

**▼ Accounts Receivable**

Default Receipt Type : <input type="text"/>	Bill Headquarters : <input type="checkbox"/>
Default Billing Profile : <input type="text"/>	Bankruptcy : <input type="checkbox"/>
Cost Accounting Funding Type : <input type="text"/>	Central Statement BPRO : <input type="text"/>
Credit/Debit Card Type : <input type="text"/>	Central Statement Billing Location : <input type="text"/>
Credit/Debit Card Number : <input type="text"/>	Central Statement Address ID : <input type="text"/>
Name on Card : <input type="text"/>	Suppress Central Statement : <input type="checkbox"/>
Credit/Debit Card Expiration Month : <input type="text"/>	Suppress Central Past Due Statement : <input type="checkbox"/>
Credit/Debit Card Expiration Year : <input type="text"/>	

**▼ eMALL**

DUNS : <input type="text"/>	Preferred Ordering Method : <input type="text"/>
Extended DUNS : <input type="text"/>	Pcard Acceptance Level : <input type="text"/>
Unique Entity Identifier : <input type="text"/>	Create Certification Document : <input type="checkbox"/>
Internet Catalog : <input type="text"/>	Vendor Preference Level : 99
VSS Registered : <input type="checkbox"/>	

**▼ Location Information**

\*Verify My Locations by : Use My TIN Number

Vendor Verification Based On : Please verify that you are par  
 Vendor Verification Password : .....

Send Activation Code :   
 Activation Email Address :   
 Activation Code :   
 Confirm Activation Code :   
 Requestor Name :   
 Requestor Phone Number :   
 Confirm Verifications : .....

**▶ Fee and Vendor Compliance Holds**

Fee Exempt : <input type="checkbox"/>	Tax Clearance : <input type="checkbox"/>
Registration Application Date : <input type="text"/>	Unemployment Insurance : <input type="checkbox"/>
Registration Effective Date : <input type="text"/>	Worker's Compensation : <input type="checkbox"/>
Registration Expiration Date : <input type="text"/>	Secretary of State Registration : <input type="checkbox"/>
Pre-Registration Code : <input type="text"/>	Federal Debarred : <input type="checkbox"/>

**▶ Executive Compensation**


**▼ Additional Information**

Miscellaneous Field 1 : <input type="text"/>	Miscellaneous Flag 1 : <input type="checkbox"/>
Miscellaneous Field 2 : <input type="text"/>	Miscellaneous Flag 2 : <input type="checkbox"/>
Miscellaneous Field 3 : <input type="text"/>	Miscellaneous Flag 3 : <input type="checkbox"/>
Miscellaneous Field 4 : <input type="text"/>	
Miscellaneous Field 5 : <input type="text"/>	
Miscellaneous Field 6 : <input type="text"/>	

Miscellaneous Field 7 :

▼ Travel

Traveler :

Travel Policy :  

Allow Traveler Advances :

PCard ID :  

▼ Change Management

Created By : chapmanjo1

Joan E Chapman

Last Modified By : fryki1


Kimberly J Fry

Created On : 05/27/2021

Last Modified On : 05/27/2021

Last Approved By : kirktr2

Trent G Kirk

Comments : DISREGARDED ENTITY. IRS FORM W-9 CANNOT BE PROCESSED FOR THIS TIN. FOR W-9 INFO AND 1099 REPORTING SEE VENDOR VC\*412 

Last Approved On : 05/28/2021

Date Registered : 05/27/2021

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