

# Purchase Change Request



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

**Order #**  
MU21CHILLERS

FY 24	Buyer MD	Date 08/31/23	Account	P.O. Date 09/01/2020	Contract MU21HVACCHILL
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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 checked="" 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>NITRO CONSTRUCTION SERVICES, INC.</b> 4300 1ST AVENUE NITRO, WV 25143	Vendor Code <b>20-8844160</b>	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 304-204-1500	Fax	FEIN# 20-8844160

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p style="text-align: center;"><b>Change Order # 4</b></p> <p style="text-align: center;">Chiller Maintenance Services</p> <p>To make the following change in accordance with the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.</p> <ol style="list-style-type: none"> <li>Renew Contract Effective: September 1, 2023 - August 31, 2024. Renewal # 3 of 4 Renewals Remaining: one(1) one-year renewal.</li> <li>Removal of Chiller #2 at MEB (VA Hospital) from contract.</li> <li>Allow Nitro Access to remotely monitor and change set-points of HVAC control System at MEB.</li> </ol> <p>Vendor Contact: Chad McLaughlin &lt;cmclaughlin@nitrocs.com&gt;</p>		

Reason for Change: Renewal and change according to listed changes.	Previous Total	\$ OPEN-END
	Increase	\$ _____
	Decrease	\$ _____
	New Total	\$ OPEN-END

Approved: Michelle W. Greder 09.20.23  
 Authorized Signature Date

N/A Date  
 Attorney General **if** required



August 15, 2023

Nitro Construction Services Inc.  
4300 1<sup>st</sup>. Avenue  
Nitro, WV 25143

**RE: Contract Renewal for MU21CHILLERS**

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 09/01/2023 through 08/31/2024 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

8/23/2023  
Date



August 30, 2023

Misty DiSilvio  
Marshall University Office of Purchasing  
One John Marshall Drive  
Huntington, WV 25755-4100  
**Re: Contract Renewal for MU21CHILLERS**

Nitro Construction Services would like to renew the above referenced contract with the following change.

1. Removal of Chiller #2 at MEB (VA Hospital) from this contract.
2. Access to remotely monitor and change setpoints of HVAC control system at MEB.

We value our business partnership that we have with Marshall University and look forward to continuing working together in the future.

Kindest Regards,

Chad McLaughlin  
HVAC Division  
Industrial Service Manager

(304) 204-1533 Office  
(304) 963-1061 Mobile

<b>Description</b>	<b>UOM</b>	<b>QTY</b>	<b>Original Contract Pricing</b>	<b>Change Order 2 Increase</b>	<b>Change Order 2 Pricing</b>
Smith Hall/Chiller Maintenance	QTR	4	\$ 3,987.00	\$ 318.96	\$ 4,305.96
Drinko Library/Chiller Maintenance	QTR	4	\$ 2,658.00	\$ 212.64	\$ 2,870.64
Science Hall/Chiller Maintenance	QTR	4	\$ 5,184.00	\$ 414.72	\$ 5,598.72
Biotech Building/Chiller Maintenance	QTR	4	\$ 4,125.00	\$ 330.00	\$ 4,455.00
Applied Engineering (WAEC) Chiller Maintenance	QTR	4	\$ 2,858.00	\$ 228.64	\$ 3,086.64
Fine Arts/Chiller Maintenance	QTR	1	\$ 2,500.00	\$ 200.00	\$ 2,700.00

\* Above pricing is a breakdown of each unit/location per quarter.

Vendor/Customer

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Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000114773	NITRO CONSTRUCTION SERVICES INC		Active	Inactive	
000000114774	Nitro Mechanical Services		Active	Inactive	

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**▼ General Info**

<b>Vendor/Customer:</b> 000000114773	<b>Restrict Use by Department:</b> <input type="checkbox"/>
<b>Legal Name:</b> NITRO CONSTRUCTION SE	<b>Miscellaneous Account:</b> <input type="checkbox"/>
<b>Alias/DBA:</b>	<b>Internal Account:</b> <input type="checkbox"/>
<b>Vendor Active Status:</b> Active <input type="button" value="v"/>	<b>Third Party Only:</b> <input type="checkbox"/>
<b>Vendor Approval Status:</b> Complete	<b>Third Party Vendor:</b> <input type="checkbox"/>
<b>Customer Active Status:</b> Inactive <input type="button" value="v"/>	<b>Third Party Customer:</b> <input type="checkbox"/>
<b>Customer Approval Status:</b> Incomplete	<b>Inventory Customer:</b> <input type="checkbox"/>
<b>Location Name:</b>	<b>Healthcare Provider:</b> <input type="checkbox"/>
<b>First Name:</b>	<b>Never Archive:</b> <input type="checkbox"/>
<b>Middle Name:</b>	<b>Restrict VSS Access:</b> No <input type="button" value="v"/>
<b>Last Name:</b>	<b>Discontinue - No New Business:</b> <input type="checkbox"/>
<b>Company Name:</b> NITRO CONSTRUCTION SE	<b>Prevent MA Reference:</b> <input type="checkbox"/>
<b>Previous Name:</b>	<b>PunchOut Enabled:</b> <input type="checkbox"/>
<b>Previous Street:</b>	<b>Re-PunchOut Enabled:</b> <input type="checkbox"/>
<b>Previous City:</b>	<b>Electronic Order Enabled:</b> <input type="checkbox"/>
<b>Previous State/Province:</b>	<b>W-9 Received:</b> <input type="checkbox"/>
<b>Previous Country:</b>	<b>W-9 Received Date:</b> <input type="text"/>
	<b>W-8 Received:</b> <input type="checkbox"/>
	<b>W-8 Received Date:</b> <input type="text"/>
	<b>Accepts Credit Cards:</b> <input type="checkbox"/>
	<b>Active From:</b> 01/01/1999
	<b>Active To:</b> <input type="text"/>
	<b>Last Usage Date:</b> 09/20/2023
	<b>Department:</b> <input type="text"/>
	<b>Unit:</b> <input type="text"/>

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<b>Fee Exempt:</b> <input type="checkbox"/>	<b>Tax Clearance:</b> <input type="checkbox"/>
<b>Registration Application Date:</b> 09/22/2022	<b>Unemployment Insurance:</b> <input type="checkbox"/>
<b>Registration Effective Date:</b> 09/22/2022	<b>Worker's Compensation:</b> <input type="checkbox"/>
<b>Registration Expiration Date:</b> 09/22/2023	<b>Secretary of State Registration:</b> <input type="checkbox"/>
<b>Pre-Registration Code:</b> <input type="text"/>	<b>Federal Debarred:</b> <input type="checkbox"/>

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