

**Purchase
Change Request**



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

Order #
MU21HHCHILLER
(P2101781)

FY 24	Buyer LL	Date 04/05/2024	Account Various	P.O. Date 05/10/2021	Contract MU21HHCHILLER
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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 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. Casto Technical Services Inc. 540 Leon Sullivan Way, PO Box 627 Charleston, WV 25322	Vendor Code 550539186	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 304-346-0549	Fax	FEIN# 55-0539186

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center">Change Order # <u>3</u></p> <p>To renew contract MU21HHCHILLER all in accordance with the terms, conditions, and specifications contained in the original contract and all authorized change orders, and to increase the contract pricing per Page 3.</p> <p align="center">Chiller Maintenance and Repair</p> <p>Effective Date(s): May 1, 2024 - April 30, 2025 Renewal #3 of 4 Renewals Remaining: (1) One</p> <p>Vendor contact: April Dunlap adunlap@castotech.com/304.720.0993</p>		

Reason for Change: 1. Contract renewal. 2. To increase the contract pricing.	Previous Total	\$	Open-end
	Increase	\$	-
	Decrease	\$	-
	New Total	\$	Open-end

Approved:

Michelle Wheeler
Authorized Signature

4-9-2024
Date

N/A
Attorney General if required

Date

Office of Purchasing

Renewal Letter

March 28, 2024

VIA ELECTRONIC MAIL: adunlap@castotech.com

April Dunlap
Sales Support/Service Estimator
Casto Technical Services
540 Leon Sullivan Way
Charleston, WV 25301

Re: Contract Renewal for MU21HHCHILLER

Dear April:

The above referenced contract expires on April 30, 2024. 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 renew contract, MU21HHCHILLER, effective May 1, 2024 through April 30, 2025 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 lemonl@marshall.edu.

Sincerely,

Lecann Lemon

Lecann Lemon
Contract Specialist

I agree to the current MU21HHCHILLER 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.

April Dunlap
Signature

3/28/2024

Date



Marshall University
Harless Hall
One John Marshall Drive
Huntington, WV 25755

March 29, 2024

RE: MU21HHCHILLER

It has been our pleasure serving you this past year. Our records indicate that your HVAC Maintenance Agreement will expire on **April 30, 2024**. Under the terms and conditions of your existing Agreement, the pricing is reviewed annually.


Based upon this annual review, we propose the following:

The current Agreement price is **\$24,504** billed in monthly payments of **\$2,042**. Casto Technical Services understands that these are tough economic times, and we are making every effort to control the costs for our valued customers. Inflation has affected us all. Casto wants to be fair to our valued customers. Therefore, we are requesting a **1%** increase for your HVAC Maintenance Agreement Renewal.

With the proposed increase, the renewal price will be **\$24,750**, billed in monthly payments of **\$2,062.50**. The Renewal will begin **May 1, 2024**, and expire on **April 30, 2025**. The labor rate and Terms and Conditions of the Agreement will remain the same.

We thank you for using Casto Technical Services as a vendor for your HVAC needs, and we look forward to continuing to serve you.

Sincerely,


Name: April Dunlap
Inside Sales Support


Authorized Signature

We Make Building Work...BETTER!!!

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: Casto Technical Services

Authorized Signature: April Dunlap Date: 3/28/2024

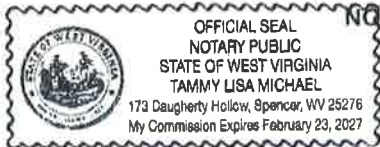
State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 28th day of March, 2024

My Commission expires February 23, 2027

AFFIX SEAL HERE



NOTARY PUBLIC Tammy L. Michael

Vendor/Customer

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
000000202407	CASTO TECHNICAL SERVIC		Active	Inactive	
000000202408	CASTO TECHNICAL SERVICES INC		Active	Inactive	

From 1 to 2 of 2 First Prev Next Last Attachments

Save Undo Delete Insert Copy Paste Search

General Info

Vendor/Customer : 000000202408
 Legal Name : CASTO TECHNICAL SERVIC
 Alias/DBA :
 Vendor Active Status : Active
 Vendor Approval Status : Complete
 Customer Active Status : Inactive
 Customer Approval Status : Incomplete

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-8 Received :
 W-8 Received Date :
 Accepts Credit Cards :
 Active From : 05/11/1983
 Active To :
 Last Usage Date : 04/05/2024
 Department :
 Unit :

Headquarters

Organization

Disbursement Options

Prenote/EFT

Remittance Advice

Vendor Terms

Accounts Receivable

eMALL

Location Information

Fee and Vendor Compliance Holds

Fee Exempt :
 Registration Application Date : 04/18/2023
 Registration Effective Date : 04/30/2023
 Registration Expiration Date : 04/29/2024
 Pre-Registration Code :

Tax Clearance :
 Unemployment Insurance :
 Worker's Compensation :
 Secretary of State Registration :
 Federal Debarred :

Executive Compensation

Additional Information

Travel

Change Management

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SEARCH BY> Master Contacts Master Addresses Vendor Commodity Vendor Addresses Vendor Business Types Vendor Service Areas VCM Query Historical Vendor Information

Vendor Transaction History

