

Purchase Change Request



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

Order #
MU22ELECTRIC

FY 24	Buyer MD	Date 07/01/23	Account	P.O. Date	Contract MU22ELECTRIC
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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. Dixon Electric Systems & Contracting Inc 3352 Norwood Rd Huntington, WV 25705	Vendor Code 550760019	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 304-532-2712 Fax joy@dixonelec.com FEIN# 550760019		

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center">Change Order # 1</p> <p align="center">Electrical Contractor Services</p> <p>To renew and increase pricing all in accordance with the same terms and conditions, and specifications contained in the original contract and all authorized change orders.</p> <p>Renewal Effective Date: 07/01/2023 - 06/30/2024 Renewal one (1) of four (4) Renewals Remaining: three (3) one-year renewals</p>		

Reason for Change: Renew Contract and Increase Pricing	Previous Total	\$ Open-End
	Increase	\$ -
	Decrease	\$ -
	New Total	\$ Open-End

Approved: Michelle M. Greider 07/01/2023
Authorized Signature Date

N/A
Attorney General if required Date

Office of Purchasing

Renewal Letter

June 8, 2023

Dixon Electric Systems & Contracting Inc
3352 Norwood Rd.
Huntington, WV 25705

Re: Contract Renewal for MU22ELECTRIC

Hello,

The above referenced contract expires on 6/30/23. 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, MU22ELECTRIC, effective 7/1/23 through 6/30/24 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 call me at delong16@marshall.edu.

Sincerely,



Misty DiSilvio
Contract Specialist

I agree to the current MU22ELECTRIC 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

6/23/2023
Date

June 22, 2023

Marshall University
Attn: Assistant Director of Purchasing
1 John Marshall Drive
Huntington, WV 25755

RE: MU Electrical Maintenance Agreement Renewal (MU22ELECTRIC)

To Whom It May Concern,

We received your notice regarding the renewal of our MU Maintenance Agreement set to expire on June 30, 2023. We would like to negotiate new rates since our union benefits increased by 2.6% effective May 29, 2023.

We request our rates to be the following:

Normal Business Hours:	Old Rates	New Proposed Rates
Electrical Journeyman	\$75.00	\$76.95
Electrical Apprentice	\$67.79	\$69.55
Outside Normal Business Hours:		
Electrical Journeyman	\$90.00	\$92.34
Electrical Apprentice	\$81.35	\$83.47
Overtime Hours:		
Electrical Journeyman	\$112.50	\$115.43
Electrical Apprentice	\$101.69	\$104.33
Material Markup	5%	5% (Remains the same)
Call During Reg. Work Hrs Trip Charges (Per Trip)	\$75.00	\$75.00
Call Outside Reg. Work Hrs Trip Charges (Per Trip)	\$95.00	\$95.00

This is a 2.6% increase over last year's rate which we feel is justifiable. We look forward in continuing to work with you.

Respectfully,
Matthew Simms
Vice President

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000209727	DIXON ELECTRIC SYSTEMS & CONTR INC		Active	Inactive	
000000209728	DIXON ELECTRICAL SYSTEM		Active	Inactive	
000000209729	DIXON ELECTRICAL SYSTEMS & CON		Active	Inactive	

From 1 to 3 of 3 First Prev Next Last [Attachments](#)

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

General Info

Vendor/Customer : 000000209727	Restrict Use by Department : <input type="checkbox"/>
Legal Name : DIXON ELECTRIC SYSTEMS	Miscellaneous Account : <input type="checkbox"/>
Alias/DBA : <input type="text"/>	Internal Account : <input type="checkbox"/>
Vendor Active Status : Active <input type="text"/>	Third Party Only : <input type="checkbox"/>
Vendor Approval Status : Complete <input type="text"/>	Third Party Vendor : <input type="checkbox"/>
Customer Active Status : Inactive <input type="text"/>	Third Party Customer : <input type="checkbox"/>
Customer Approval Status : Incomplete <input type="text"/>	Inventory Customer : <input type="checkbox"/>
Location Name : <input type="text"/>	Healthcare Provider : <input type="checkbox"/>
First Name : <input type="text"/>	Never Archive : <input type="checkbox"/>
Middle Name : <input type="text"/>	Restrict VSS Access : No <input type="text"/>
Last Name : <input type="text"/>	Discontinue - No New Business : <input type="checkbox"/>
Company Name : DIXON ELECTRIC SYSTEMS	Prevent MA Reference : <input type="checkbox"/>
Previous Name : <input type="text"/>	PunchOut Enabled : <input type="checkbox"/>
Previous Street : <input type="text"/>	Re-PunchOut Enabled : <input type="checkbox"/>
Previous City : <input type="text"/>	Electronic Order Enabled : <input type="checkbox"/>
Previous State/Province : <input type="text"/>	W-9 Received : <input type="checkbox"/>
Previous Country : <input type="text"/>	W-9 Received Date : <input type="text"/>
	W-8 Received : <input type="checkbox"/>
	W-8 Received Date : <input type="text"/>
	Accepts Credit Cards : <input type="checkbox"/>
	Active From : 01/01/1999 <input type="text"/>
	Active To : <input type="text"/>
	Last Usage Date : 07/02/2023 <input type="text"/>
	Department : <input type="text"/>
	Unit : <input type="text"/>

Headquarters

Headquarters Account : Yes <input type="checkbox"/>	Web Address http:// : <input type="text"/>
Headquarters Account Code : 000000209727 <input type="text"/>	Catalog DUNS : <input type="text"/>
Headquarters Account Legal Name : DIXON ELECTRIC SYSTEMS	Catalog Extended DUNS : <input type="text"/>
Franchise Account : <input type="checkbox"/>	Catalog Unique Entity Identifier : <input type="text"/>
	Taxpayer ID Number : *****0019 <input type="text"/>
	Taxpayer ID Number Type : EIN <input type="text"/>

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 : 12/27/2022 <input type="text"/>	Unemployment Insurance : <input type="checkbox"/>
Registration Effective Date : 12/28/2022 <input type="text"/>	Worker's Compensation : <input type="checkbox"/>
Registration Expiration Date : 12/28/2023 <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

Travel

Change Management