

**Department of Administration Purchasing Division** 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

#### State of West Virginia **Master Agreement**

Order Date: 09-30-2024

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS, QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

Order Number:	CMA 1400 1400 AGR2400000004 2	Procurement Folder:	1276507
Document Name:	REFRIGERATION MAINTENANCE AND REPAIR	Reason for Modification:	
Document Description:	REFRIGERATION MAINTENANCE AND REPAIR	Change Order No. 1 - to ren	ew contract
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:		· ·	
Shipping Method:	Best Way	Effective Start Date:	2023-10-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-10-14

		VENDOR				DEPARTMENT CONTACT
Vendor Custor	ier Code:	000000202408	3		Requestor Name:	Rita Gainer
CASTO TECHN	ICAL SERVICES	INC			Requestor Phone:	(304) 373-2308
540 LEON SUL	IVAN WAY				Requestor Email:	rgainer@wvda.us
CHARLESTON			WV	25301		
Vendor Contac	t Phone: 999	9-999-9999	Extension:			
Discount Det	ails:					2025
Discou	nt Allowed D	iscount Perc	entage D	iscount Days	<b>-</b> 1	2023
#1 No	0.	.0000	0			FILE LOCATION
#2 No					=:	•
#3 No						
#4 No						

INVOICE	то		SHIP TO
PROCUREMENT OFFICER 304-558-2221		STATE FFA-FHA CAMP	
AGRICULTURE DEPARTMENT OF		STATE FFA-FHA CAMP	
ADMINISTRATIVE SERVICES		CEDAR LAKES CONFEREN	CE CENTER
1900 KANAWHA BLVD E		82 FFA DR	
CHARLESTON	WV 25305-0173	RIPLEY	WV 25271
us		us	

10/01/2460 Purchasing Division's File Copy

Open End Total Order Amount:

PURCHASING DIVISION AUTHORIZATION

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

ELECTRONIC SIGNATURE ON FILE

DATE: 7-24 ELECTRONIC SIGNATURE ON FILE

Page: 1

Date Printed: Sep 30, 2024 Order Number: CMA 1400 1400 AGR2400000004 2

FORM ID: WV-PRC-CMA-002 2020/01

## West Virginia Department of Agriculture



September 18, 2024

April Dunlap, Sales Support 540 Leon Sullivan Way Charleston, WV 25301 adunlap@castotech.com

### RE: CMA 1400 AGR240000004 - Refrigeration Maintenance and Repair

Sincerely

The West Virginia Department of Agriculture is offering to renew the above-referenced contract under the same terms and conditions, pricing, and specifications as the current contract and all subsequent change orders, if applicable. The renewal dates are October 15, 2024, through October 14, 2025. If your company agrees to this renewal, please fill out and sign the renewal letter and return to my attention as soon as possible.

Please let me know if you have any questions.

Alan Clemans, CFO / Director Administrative Services Division

We agree to new the contract for the period as stated above under the same terms and conditions and pricing as the original contract and any change orders thereto.

April Dunlap

Name Signature

9/26/2024

Date

Sales Support/Service Estimator

Title

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#### West Virginia Secretary of State — Online Data Services

#### **Business and Licensing**

Online Data Services Help

#### **Business Organization Detail**

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#### CASTO TECHNICAL SERVICES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	9/21/1973		9/21/1973	Domestic	Profit			

Business Purpose	8113 - Other Services (except Public Administration) - Repair and Maintenance - Commercial and Industrial Machinery and Equipment (exe Auto and Elec) Repair and Maintenance	Capital Stock	50000.0000
Charter County	Kanawha	Control Number	0
Charter State	W	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.100000
Authorized Shares	500000	Young Entrepreneur	Not Specified

Addresses	
Туре	Address
Local Office Address	540 LEON SULLIVAN WAY CHARLESTON, WV, 25301
Mailing Address	P.O. BOX 627 CHARLESTON, WV, 25322 USA
Notice of Process Address	CHRISTINA SMITH 540 LEON SULLIVAN WAY CHARLESTON, WV, 25301
Principal Office Address	540 LEON SULLIVAN WAY CHARLESTON, WV, 25301 USA
Туре	Address

Officers		
Туре	Name/Address	
Director	TIMOTHY SNEERINGER PO BOX 627 CHARLESTON, WV, 25322	
President	TIMOTHY SNEERINGER PO BOX 641 GREAT BARRINGTON, MA, 01230	
Secretary	CHRISTINA SMITH 540 LEON SULLIVAN WAY CHARLESTON, WV, 25301	
Туре	Name/Address	

Date	Amendment
11/12/2020	B4WV Other Change: AMENDED AND RESTATED ARTICLES OF INCORPORATION OF CASTO TECHNICAL SERVICES, INC. I. Name. The name of the corporation is Casto Technical Services, Inc. (the "Corporation"). II. Address. The address of the principal office of the Corporation is 540 Leon Sullivan Way, Charleston, WV 25301, or at some other place within the United States, as the board of directors from time to time shall designate. III. Mailing Address. The mailing address of the above location is P. O. Box 627, Charleston, WV 25322. IV. Email Address. The email address where informational notices and reminders of annual filings may be sent is csmith@castotech.com. V. Existence. The existence of the Corporation is perpetual. VI. Authorized Shares. The Corporation is authorized to issue only one class of stock consisting of not more than 500,000.00 shares with par value of (\$0.10) per share. The Corporation shall issue all of the she without certificates. VII. Purposes. The purpose of the Corporation engage in any or all lawful business or activity for which corporation. Incorporated in West Virginia. VIII. Incorporator. The name and address of the original incorporators of the Corporation are Harry N. Casto and W. E.

Mohler, neither of whom are affiliated with the Corporation as of the date of these Amended and Restated Articles of Incorporation and are deceased. IX. Agent. The name and address of the person (agent) to whom notice of process may be sent is Christina Smith, 540 Leon Sullivan Way, Charleston, WV 25301. X. Directors. The Corporation shall have a board of directors consisting of one (1) to five (5) directors. The directors shall be elected at each annual meeting of the shareholders. Directors need not be shareholders of the corporation nor residents of the State of West Virginia. The board of directors may not increase or decrease the number of directors. XI: Limitation on Director Liability, Directors shall have no personal liability to the Corporation or its stockholders for monetary damages for breach of fiduciary duty as a Director: Provided, this Article shall not eliminate or limit the liability of a Director: (A) for any breach of the Director's duty of loyalty to the Corporation or its stockholders; (B) for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law; (C) for unlawful distributions as described in the Act; or (D) for any transaction from which the Director derived an improper personal benefit. XII: Indemnification of Directors. The Corporation shall indemnify a Director for liability, as that term is defined W. Va. Code § 31D-8-850, to any person for any action taken, or any failure to take any action, as a Director except liability for: (A) receipt of a financial benefit to which he or she is not entitled; (B) an intentional infliction of harm on the Corporation or its shareholders; (C) for unlawful distributions as described in the Act; or (D) an intentional violation of criminal law.

10/21/2010	AMENDMENT FILED (CHANGES TO STOCK & SHARES)SEE IMAGE
2/3/1983	CHANGE OF NAME FROM CASTO-TRANE SERVICE AGENCY, INC.
Date	Amendment

Annual Reports	
Filed For	
2024	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

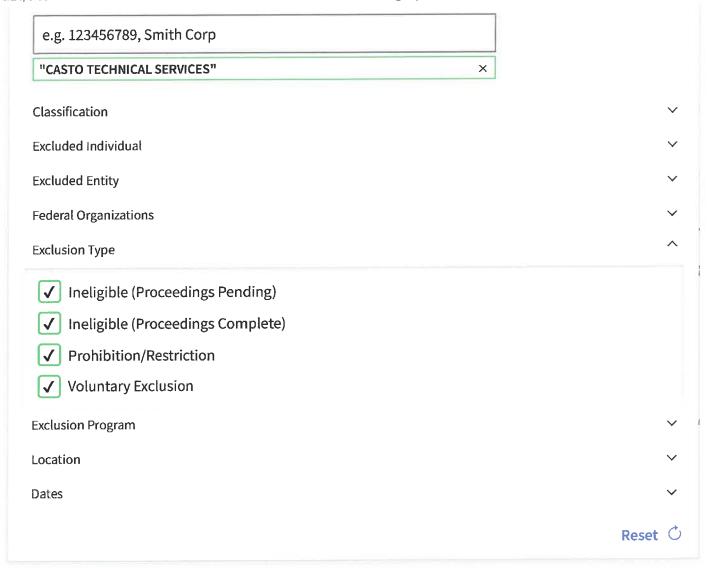
Monday, September 30, 2024 — 9:52 AM

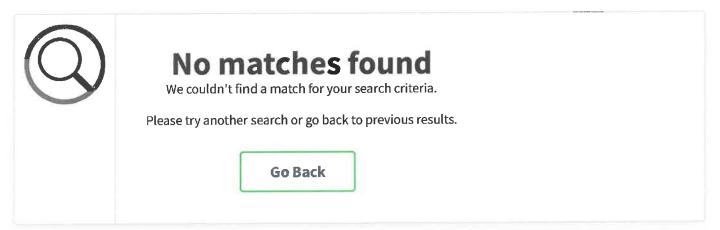
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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use:	Agency:
Buyer: Lasty D. McDonnell Date: 9/30/24	WEST VIRGINIA DEPARTMENT OF AGRICULTURE
Solicitation No. CMI MALLEROU Joe	Procurement Officer Submitting Requisition: Rita R. Gainer
,	Requisition No. CMA AGR24*4
	PF No.: 1276507

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

#### FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	$\square$			
2	Use of correct specification template				
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]				
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP pdf)	Ø			
5	Maximum budgeted amount in wvOASIS				
6	Suggested vendors in wvOASIS				
7	Capitol Building Commission pre-approval				
8	Financing (Governor's Office) pre-approval				
9	Fleet Management Division pre-approval				

Form No. WV-36 Rev. 10/26/2022

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation			
10	Insurance requirements							
	Commercial General Liability							
	Automobile Liability							
	Workers' Compensation/Employer's Liability							
	Cyber Liability							
	Builder's Risk/Installation Floater							
	Professional Liability							
	Other (specify)							
11	Office of Technology CIO pre-approval							
12	Treasurer's Office (banking) pre-approval							
FOR CHANGE ORDERS/RENEWALS:								
1	Two-party agreement							
2	Standard change order language							
3	Office of Technology CIO approval							
4	Justification for price increases/backdating/other			V				
5	Bond Rider (Construction)			V				
6	Secretary of State Verification	$\checkmark$	V		V			
7	State debarment verification							
8	Federal debarment verification	abla	~					
*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.								
For Purchasing Division Use Only:								
I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community.  My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.								
Signature:								