



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: 11-10-2021

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

<b>Order Number:</b>	CMA 0803 0066 DOT6620C009Q 3	<b>Procurement Folder:</b>	647861
<b>Document Name:</b>	CHANGE ORDER #2	<b>Reason for Modification:</b>	Change Order #2: Renewal
<b>Document Description:</b>	CHANGE ORDER #2 ORIGINAL PROCUREMENT FOLDER: 605438		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2019-11-15
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2022-05-14

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000227783 MID ATLANTIC MAINTENANCE INC PO BOX 3405  PARKERSBURG WV 26103 US <b>Vendor Contact Phone:</b> 999-999-9999 <b>Extension:</b>	<b>Requestor Name:</b> Sherri K Rowan <b>Requestor Phone:</b> (304) 558-9422 <b>Requestor Email:</b> sherri.k.rowan@wv.gov																				
<b>Discount Details:</b> <table border="1"> <thead> <tr> <th>#</th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>	#	Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			<div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>
#	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

ENTERED

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *T. Crayton 11/12/2021*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *John S. Gray 11/17/2021*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *11/18/2021*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CHANGE ORDER #2

TO RENEW THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT INCLUDING ALL AUTHORIZED CHANGE ORDERS.

EFFECTIVE DATE OF RENEWAL: 11/15/2021 THROUGH 05/14/2022

RENEWAL REMAINING: 18 MONTHS

ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.

No Other Changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72141702			EA	0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR

**Extended Description:**

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
 Charleston, West Virginia 25305-0430 • (304) 558-3505

D. Alan Reed, P.E.  
 State Highway Engineer

Jimmy Wriston, P. E.  
 Deputy Secretary/  
 Deputy Commissioner

September 16, 2021

Vendor: Mid Atlantic Maintenance Inc.  
 PO Box 3405, Parkersburg, WV 26103  
 Contract Manager: Lisa Pollitt  
 Phone: (304) 346-5521 Email: sceasales@hotmail.com  
 Subject: Equipment Lease/Rental Without Operator (6620C009 - CMA DOT6620C009Q)

Dear Ms. Pollitt,

The West Virginia Department of Transportation, Division of Highways, would like to renew the above-named contract under the existing terms, conditions, and pricing for another 6 months. The renewal will extend the contract's current expiration date to May 14, 2022. To confirm your company's acceptance, please complete the following:

- Sign and date this Renewal Letter (below).
- Have your signature notarized on the attached Purchasing Affidavit.
- Provide a current copy of your company's Certification of Insurance.
- Verify your company's contact information (email address) and registration status via the Vendor Self-Service Portal (VSS) at

Once the above steps have been completed, please scan and send the documents (Renewal Letter, Purchasing Affidavit, and Certificate of Insurance) to me by email at

Feel free to contact me with any questions or concerns you may have.

Kind regards,

Shanae T. Mace, Contract Specialist  
 WVDOT - Division of Highways - Operations Division  
 Ph: (304) 352-0965

Cameron Morrison / Cameron Morrison 9/16/2021  
 Name/Signature Date

Division Manager  
 Title

PROCUREMENT USE ONLY  
Debt Smith, ADMT, 10/28/21