



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: 12-02-2022

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 0211 4078 GSD2100000003 3	Procurement Folder:	770629
Document Name:	Trane Tracer Summit software and hardware maintenance	Reason for Modification:	Change Order 2 To renew the contract
Document Description:	Trane Tracer Summit software and hardware maintenance		
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2020-10-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-12-31

VENDOR		DEPARTMENT CONTACT																			
Vendor Customer Code:	000000159732	Requestor Name:	Roger G Wines																		
TRANE US INC 5001 MacCorkle Avenue SW		Requestor Phone:	(304) 957-7156																		
South Charleston WV 25309 US		Requestor Email:	roger.g.wines@wv.gov																		
Vendor Contact Phone:	999-999-9999	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>																			
Extension:																					
Discount Details:																					
	<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		
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#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

Total Order Amount: Open End

Purchasing Division's File Copy

ENTERED

9/27/2022

MKP 12/20/2022

PURCHASING DIVISION AUTHORIZATION
 DATE: *Tarah 12/20/2022*
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
 DATE: *12/21/2022*
 ELECTRONIC SIGNATURE ON FILE

12/22/2022

Extended Description:

Change Order

Change Order No. 2 is issued to renew the original contract (for a total of 78 days) according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal October 15, 2022 through December 31, 2022

Renewal Months Remaining: 21.5

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72151206			HOUR	150.000000
	Service From	Service To			

Commodity Line Description: Hourly Labor Rate

Extended Description:

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	72151206				0.000000
	Service From	Service To			
	2020-10-15	2022-12-31			

Commodity Line Description: Parts Mark-up

Extended Description:

Parts Mark-up 25%



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

William D. Barry
Director

MEMORANDUM

To: Melissa Pettrey, Senior Buyer, WV Purchasing Division
From: James Jones, Procurement Administrator, General Services Division
Date: December 2, 2022
Ref: CMA GSD2100000003, Trane Tracer Summit SW/HW Maintenance

Melissa,

Please let this memo stand as our justification for the need to back-date the renewal for the subject contract. At the time that the initial renewal was requested of the vendor, they requested to increase their hourly labor rate for this contract due to market conditions. It was determined that an increase would not be allowed under the current contract. The Agency has been working with the vendor to obtain a proposal to create a new contract for these services. Due to the delay, and the need to commence with work that had already been in the planning stages, the vendor has agreed to this short-term extension in order to proceed with work until such time that a new contract can be entered into.

The Agency wholeheartedly agrees with the need to this extension, and anticipates that a new contract will be forthcoming in the near future. We are in the process of working through some final items on the new proposal and anticipate something within the next couple of weeks.

Thank you!



11-30-2022

WV Purchasing
West Virginia State of
1900 Kanawha Boulevard E
Building 1 Room MB60
CHARLESTON, WV 25305 U.S.A.

PROJECT NAME: Trane Tracer Summit SW/HW maintenance
Contract Number: CMA GSD2100000003

Trane would like to request renewing the existing Trane Tracer software support contract (CMA GSD2100000003) until 12/31/22, under the current terms, conditions, prices of the existing contract. A new contract will go into effect on January 1, 2023 with new rates and conditions.

Respectfully submitted,

A handwritten signature in cursive script that reads "John Williams".

John Williams
Account Manager
Trane U.S. Inc.
(423) 794-6334

The General Services Division is in agreement with this short-term renewal of the subject contract. The vendor, due to market conditions had previously requested an increase for labor rate which could not be granted under the existing contract. We are working on a new proposal for a new contract for these services.

A handwritten signature in cursive script that reads "James R. Jones".

Jamie Jones
Procurement Administrator
General Services Division