



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: 12-18-2022

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 0070 DOT2000000036 4	<b>Procurement Folder:</b>	628405
<b>Document Name:</b>	CHANGE ORDER #3	<b>Reason for Modification:</b>	Change Order No. 3 - to renew and increase contract , per attached documentation
<b>Document Description:</b>	4WD UTILITY TRACTOR (7020EC07)		
<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>	2020-01-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-12-31

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000202582	<b>Requestor Name:</b>	Pamela J Hall
MIDDLETOWN TRACTOR SALES		<b>Requestor Phone:</b>	(304) 473-5342
2050 BOYERS DR		<b>Requestor Email:</b>	pamela.j.hall@wv.gov
FAIRMONT	WV	26554	
US			
<b>Vendor Contact Phone:</b>	999-999-9999	<b>Extension:</b>	
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

**23**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS	DIVISION OF HIGHWAYS
EQUIPMENT DIVISION RT 33	EQUIPMENT DIVISION
83 BRUSHY ROAD CROSSING, PO BOX 610	83 BRUSHY FORK RD CROSSING
BUCKHANNON WV 26201	BUCKHANNON WV 26201
US	US

**Total Order Amount:** \_\_\_\_\_ **Open End**

Purchasing Division's File Copy

**ENTERED**

PURCHASING DIVISION AUTHORIZATION  
 DATE: *12/19/22*  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 DATE: *1/13/2023*  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: *1/13/2023*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order No. 3 - To renew and increase the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders.

The contract is increased as defined in the attached documentation. Commodity Line 3 has been added to show new pricing effective 1/1/2023.

Effective dates of renewal: 01/01/2023 through 12/31/2023

Renewal Remaining: 0

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	25101901			EA	53332.220000
	<b>Service From</b>	<b>Service To</b>			
			Commodity Ln Discontinued		

**Commodity Line Description:** 4WD UTILITY TRACTOR

**Extended Description:**

Line discontinued due to price increase on Changer Order 2; effective date 1/1/2022

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	25101901			EA	60973.410000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** 4WD UTILITY TRACTOR

**Extended Description:**

4WD UTILITY TRACTOR; Price increase effective 1/1/2022

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	25101901			EA	69492.690000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** 4WD UTILITY TRACTOR

**Extended Description:**

4WD UTILITY TRACTOR; Price increase effective 1/1/2023



APPROVED  
JW  
11/8/23

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.  
Secretary of Transportation  
Commissioner of Highways

November 21, 2022

MEMORANDUM

**TO:** John Estep  
Department of Administration  
WV State Purchasing Division

**FROM:** Jeffrey M. Pifer P.E.  
Director  
Equipment Division

*Jeffrey M. Pifer*  
*Austen Jones*

**SUBJECT: Contract Change Order # 3 Contract Renewal with Price Increase CMA 0803 DOT2000000041 / 7020EC09**

Middletown Tractor Sales has sent a request to renew the 4WD Tractor w/Mid-MTD. 18" Boom Mower. contract for an additional year. The vendor is also requesting a price increase for the unit w/attachments. Attached is supporting information from the vendor and manufacturer.

Should you have any further questions, please feel free to contact my office at 304-473-5500.

JMP:ph