



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: 03-27-2023

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 0802 5441 DMV2200000006 2	<b>Procurement Folder:</b>	982311
<b>Document Name:</b>	HVAC Maintenance Beckley DMV	<b>Reason for Modification:</b>	
<b>Document Description:</b>	HVAC Maintenance Beckley DMV	Change Order No1 To Renew Contract	
<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>	2022-03-21
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-03-20

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000202408 CASTO TECHNICAL SERVICES INC 540 LEON SULLIVAN WAY  CHARLESTON WV 25322 US <b>Vendor Contact Phone:</b> 999-999-9999 <b>Extension:</b>  <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			<b>Requestor Name:</b> Cecil W Loyd <b>Requestor Phone:</b> (304) 872-8781 <b>Requestor Email:</b> cecil.w.loyd@wv.gov  <div style="text-align: center; font-size: 2em; font-weight: bold;">23</div> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
MANAGER ACCOUNTS PAYABLE DIVISION OF MOTOR VEHICLES 5707 MACCORKLE AVE. S.E., SUITE 200  CHARLESTON WV 25304 US	MANAGER DIVISION OF MOTOR VEHICLES BECKLEY DMV 107 PINCREST DR BECKLEY WV 25801 US

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

Purchasing Division's File Copy

**ENTERED**

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Tara H 4/17/2023*  
 ELECTRONIC SIGNATURE ON FILE

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

**ENCUMBRANCE CERTIFICATION**  
 DATE: *4/12/2023*  
 ELECTRONIC SIGNATURE ON FILE

*4/12/2023*

**Extended Description:**

Change Order

Change Order No1 is issued 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: 3/21/23 - 3/20/24

Renewal Years Remaining: Two (2)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	40100000			MO	152.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Preventive Maintenance  
Monthly Charge

**Extended Description:**

Preventive Maintenance  
Monthly Charge

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	40100000			HOUR	90.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Corrective Maintenance  
Hourly Labor Rate

**Extended Description:**

Corrective Maintenance  
Hourly Labor Rate

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	40100000			EA	0.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Replacement Parts Cost - Multiplier 1.3

**Extended Description:**

Replacement Parts Cost - Multiplier 1.3



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
**Division of Motor Vehicles**

5707 MacCorkle Avenue, Southeast  
Post Office Box 17300  
Charleston, West Virginia 25317-0010 • (304) 558-3900  
TDD: (800) 742-6991 • (800) 642-9066

February 22, 2023

Casto Technical Services, Inc.  
540 Leon Sullivan Way  
Charleston, WV 25322

**RE: CMA DMV2200000006– HVAC Maintenance Beckley DMV Renewal Notice**

The West Virginia Division of Motor Vehicles is requesting to renew our current contract under the same terms, conditions and pricing as stated in the original contract. The renewal effective dates are March 21, 2023 through March 20, 2024. If you agree to this renewal, please sign below and return to me.

You can return the signed document to me at [Georgina.davis@wv.gov](mailto:Georgina.davis@wv.gov). Please let me know if you have any questions.

Thank You.

Georgie Davis

*We agree to renew the contract for the period stated above under the same terms and conditions as in the original purchase order and any change orders thereto.*

Casto Technical Services, Inc.

April Ambler  
Name/Signature

Sales Support  
Title

3/8/2023  
Date

WV Division of Motor Vehicles

Steve Monroe  
Name/Signature

Director, Management Services

March 8, 2023  
Title

Date