



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: 03-15-2024

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 0433 4728 LIB2200000004 5	Procurement Folder:	1010503
Document Name:	Open-End Contract for Library Visual Materials	Reason for Modification:	Change Order No. 4 - to renew contract
Document Description:	Open-End Contract for Library Visual Materials		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-04-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-04-14

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000181083			Requestor Name:	Tandra J English
MIDWEST TAPE LLC 1417 TIMBERWOLF DR				Requestor Phone:	(304) 558-2041
HOLLAND OH 43528 US				Requestor Email:	tandra.j.english@wv.gov
Vendor Contact Phone:	800-875-2785	Extension:		<div style="font-size: 48pt; font-weight: bold;">24</div> FILE LOCATION _____	
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
LIBRARY COMMISSION CULTURAL CENTER 1900 KANAWHA BLVD E CHARLESTON WV 25305-0620 US	LIBRARY COMMISSION CULTURE CENTER 1900 KANAWHA BLVD E CHARLESTON WV 25305-0620 US

3-18-24 bc

Total Order Amount:	Open End
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Purchasing Division's File Copy

LM 3/15/24
PURCHASING DIVISION AUTHORIZATION
 SIGNED BY : Tara Lyle
 DATE: 2024-03-15
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John D. Gray*
 ELECTRONIC SIGNATURE ON FILE
3/19/2024

ENCUMBRANCE CERTIFICATION
 DATE: *3-19-24*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 04 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 of renewal April 15, 2024 through April 14, 2025

Renewal Years Remaining: 1

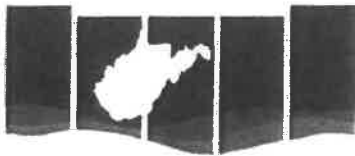
No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	56121011			EA	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Audio/Visual Materials

Extended Description:

Reference Exhibit A Pricing page for discount percentage (25%)



West Virginia Department of
**ARTS, CULTURE
AND HISTORY**

The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300

Randall Reid-Smith, Curator
Phone 304.558.0220 • www.wvculture.org
Fax 304.558.2779 • TDD 304.558.3562
UOAA Employer

January 22, 2024

Midwest Tape LLC
P.O. Box 820
Holland, OH 43528

REF: CMA DCH2200000004 – Open End Contract for Library Visual Materials

To Whom it May Concern:

The above referenced contract expires on April 14, 2024. The West Virginia Department of Arts, Culture and History is offering to renew the contract for one (1) year under the same pricing, specifications, and terms and conditions. The renewal term of the contract will be April 15, 2024 through April 14, 2025. *** If you agree to renew this contract, please sign below, and return to Charles Thompson via Charles.L.Thompson@wv.gov at your earliest convenience before the contract expiration date.***

Best regards,

 1/22/24
Charles Thompson
Procurement Officer

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

Sue Bascuk

Name

Vice President

Title



Signature

1-22-2024

Date

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

MIDWEST TAPE, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	2/14/2018		2/14/2018	Foreign	Profit			

Organization Information			
Business Purpose		Capital Stock	
Charter County		Control Number	9AL60
Charter State	OH	Excess Acres	
At Will Term	A	Member Managed	MGR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Mailing Address	P.O. BOX 820 HOLLAND, OH, 43528 USA
Principal Office Address	1417 TIMBERWOLF DRIVE HOLLAND, OH, 43528 USA
Type	Address

Officers	
Type	Name/Address
Manager	SHEREF ABOU-DONIA 1417 TIMBERWOLF DRIVE HOLLAND, OH, 43528 USA
Member	JOHN ELDRED 1417 TIMBERWOLF DRIVE HOLLAND, OH, 43528 USA
Member	JEFF JANKOWSKI 1417 TIMBERWOLF DRIVE HOLLAND, OH, 43528 USA
Type	Name/Address

Annual Reports	
Filed For	
2023	
2022	
2021	
2020	
2019	
Date filed	

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

Wednesday, March 13, 2024 — 4:40 PM


Keyword Search


For more information on how to use our keyword search, visit our help guide

Simple Search

Search Editor

Any Words 


All Words 

Exact Phrase 

e.g. 123456789, Smith Corp

"midwest tape llc" 

Entity 

Location 

Status 

Active

Inactive

Reset 



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

Search inactive

Go back

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>LDL/TL</u> Date: <u>3/13/24</u>	Agency: WVDACH
Solicitation No. <u>COT #</u> <u>Renew</u>	Procurement Officer Submitting Requisition: Charles L. Thompson
	Requisition No. LIB DCH22*04
	PF No.: 1010503

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*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: T. Wang