



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: 07-26-2024

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 0803 0558 DOT2300000063 2	Procurement Folder:	1232151
Document Name:	0523C1047 - OFF ROAD EQUIPMENT OR AGRICULTURAL TIRES	Reason for Modification:	Change Order 01 To Renew Contract
Document Description:	0523C1047 - OFF ROAD EQUIPMENT OR AGRICULTURAL TIRES		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-07-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-07-14

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000192626	Requestor Name:	Laranda L Baldwin	
DONALD B RICE TIRE CO INC 11532 HOPEWELL RD		Requestor Phone:	(304) 289-3521	
HAGERSTOWN MD 21740-2108		Requestor Email:	laranda.l.baldwin@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">2025</div> <div style="font-size: 24px;">FILE LOCATION</div>		
Vendor Contact Phone:	240-420-0009			Extension:
Discount Details:				
#1	No	0.0000	0	
#2	No			
#3	No			
#4	No			

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS	STATE OF WEST VIRGINIA
DISTRICT FIVE	VARIOUS LOCATIONS AS INDICATED BY ORDER
PO BOX 99	
BURLINGTON WV 26710	No City WV 99999
US	US

Purchasing Division's File Copy

Total Order Amount:	Open End
----------------------------	----------

JE 7/29/24

PURCHASING DIVISION AUTHORIZATION
DATE: JA 7.30.24
ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
DATE: 8-5-24
ELECTRONIC SIGNATURE ON FILE

8/5/2024

Extended Description:

Change Order

Change Order No. 01 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 07/15/24 through 07/14/25.

Renewal Years/Months Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	25172500			EA	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: OFF ROAD EQUIPMENT OR AGRICULTURE TIRES

Extended Description:

OFF ROAD EQUIPMENT / AGRICULTURE TIRES AND SERVICE,

Eligible Items from the Vendors Catalog will be provided at the Discount Rate of 10.00% off the Manufacturers List Price.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505
03/04/2024

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

Donald B Rice Tire Co Inc
11532 Hopewell Rd
Hagerstown, MD 21740-2108

Subject **Contract Renewal:** 0523C1047/CMA DOT23*63 Off Road Equip. or Ag Tires
Procurement folder: 1232151

To Whom It May Concern

The Department of Transportation of West Virginia is offering to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

The renewal dates are 7/14/24 through 7/13/25 . If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to

katie.j.vance@wv.gov

Please contact the email listed above if you have any questions.
Thank you,

Katie Vance
TACAD - D5 Comptroller's Office

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

Brian Chase *Brian Chase*
Name/Signature
President
Title

5/8/24
Date

PROCUREMENT USE ONLY
Austyn Smith *TO: Keri*
6/12/24
Signature/Title/Date

E.E.O./AFFIRMATIVE ACTION EMPLOYER



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

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

Alanna J. Keller, P.E.,
Deputy Secretary of Transportation
Deputy Commissioner of Highways

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

03/12/2024

MEMORANDUM

TO: John Estep, Senior Buyer

FROM: Dusty Smith, TDIMGR1

SUBJECT: CMA DOT23*63 Change Order 1

The Agency understands that the renewal is past the expiration date. Due to a change in staff this was missed. Please accept this backdate letter as justification to move this Change Order Forward in the process. Thank you for your time.

You are viewing this page over a secure connection. Click here for more information.

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.

DONALD B. RICE TIRE CO., INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	4/11/2022		4/11/2022	Foreign	Profit			

Organization Information		
Business Purpose	4413 - Retail Trade - Motor Vehicle and Parts Dealers - Automotive Parts, Accessories and Tire Stores	
Charter County	Capital Stock	
Charter State	MD	Control Number
At Will Term	Excess Acres	
At Will Term Years	Member Managed	
Authorized Shares	Par Value	
	Young Entrepreneur	No

Addresses	
Type	Address
Local Office Address	909 N. EAST ST FREDERICK, MD, 21701
Mailing Address	909 N. EAST ST FREDERICK, MD, 21701 USA
Notice of Process Address	DONALD B. RICE TIRE COMPANY 909 N. EAST ST FREDERICK, MD, 21701
Principal Office Address	909 N. EAST ST FREDERICK, MD, 21701 USA
Type	Address

Officers	
Type	Name/Address
Secretary	BRIAN CHASE 909 N. EAST ST FREDERICK, MD, 21701
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
Date filed	

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

Monday, July 29, 2024 — 9:08 AM

© 2024 State of West Virginia

Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Ordering	11532 HOPEWELL RD	HAGERSTOWN	MD	21740-2108	
Payment	16105 BUSINESS PKWY	HAGERSTOWN	MD	217404201	Default Contact Name
Payment	1420 TILCO DR	FREDERICK	MD	217046632	Default Contact Name
Payment	131 MUSKET DR	WINCHESTER	VA	226022417	Default Contact Name
Payment	11300 PITTSBURGH PLATE GLASS R	CUMBERLAND	MD	215028741	Default Contact Name
Payment	909 N EAST STREET STORE 99	FREDERICK	MD	217014621	Default Contact Name
Payment	131 MUSKET DR	WINCHESTER	VA	226022417	Default Contact Name
Payment	16105 BUSINESS PKWY	HAGERSTOWN	MD	217404201	Default Contact Name
Ordering	16105 BUSINESS PKWY	HAGERSTOWN	MD	217404201	Default Contact Name

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000192626
DONALD B RICE TIRE CO INC

Active From : 04/04/2019

Active To :

Address Type : Ordering

Default Record :

Division/Department :

Mail Returned :

Additional Address Info. :

Active Address : Yes

Prevent New Spending :

Default Currency : USD - US Dollar

▼ Address Information

Address ID : AD000002

Country Phone Code : 1

Street 1 : 11532 HOPEWELL RD

Phone : 240-420-0009

Street 2 :

Phone Extension :

City : HAGERSTOWN

County :

State/Province : MD

County Name :

Zip/Postal Code : 21740-2108

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

Top

Modify Existing Record Add New Address

Master Address Master Contacts Languages

Vendor Transaction History

Search All Words v.g. 1501N0720002



Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry.

[Sign In](#)

Select Domain +
[Entity Information](#)

All Entity Information

[Entities](#)

[Disaster Response Registry](#)

[Responsibility / Qualification](#)

[Exclusions](#)



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](#)

Filter By —

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

[Simple Search](#)

[Search Editor](#)

Any Words [i](#)

All Words [i](#)

Exact Phrase [i](#)

×

Entity ^

Entity Name

Unique Entity ID

CAGE / NCAGE

Location ^

Status ^

Active

Inactive

[Reset](#)

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>7/29/24</u>	Agency: WVDOT
Solicitation No. <u>CMA DOT23*63</u> <u>CO#1</u>	Procurement Officer Submitting Requisition: Dusty Smith
	Requisition No. CMA DOT23*63
	PF No.: 1232151

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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

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

