



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: 03-25-2025

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 0705 0705 LOT2400000006 2          | Procurement Folder:                   | 1356860    |
| Document Name:        | West Virginia Lottery HVAC Maintenance | Reason for Modification:              |            |
| Document Description: | West Virginia Lottery HVAC Maintenance | Change Order No 1 - to renew contract |            |
| Procurement Type:     | Central Master Agreement               |                                       |            |
| Buyer Name:           |  |                                       |            |
| Telephone:            |  |                                       |            |
| Email:                |  |                                       |            |
| Shipping Method:      | Best Way                               | Effective Start Date:                 | 2024-06-01 |
| Free on Board:        | FOB Dest, Freight Prepaid              | Effective End Date:                   | 2026-05-31 |

| VENDOR  | DEPARTMENT CONTACT   |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
|---|--|------------------|---------------------|---------------------|---------------|----|----|--------|---|----|----|--|--|----|----|--|--|----|----|--|--|
| Vendor Customer Code: 000000200806<br>MASON & BARRY INC<br>301 SMILEY DR<br><br>ST ALBANS WV 25177<br>US<br>Vendor Contact Phone: 304-550-0659 Extension:   | Requestor Name: Thomas P Hymes<br>Requestor Phone: 304-558-2350<br>Requestor Email: thymes@wvlottery.com |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
| Discount Details:   | <b>2025</b><br>FILE LOCATION   |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
| <table><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr><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></table> |  |                  | Discount Allowed    | Discount Percentage | Discount Days | #1 | No | 0.0000 | 0 | #2 | No |  |  | #3 | No |  |  | #4 | No |  |  |
|   |  | Discount Allowed | Discount Percentage | Discount Days       |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
| #1  |  | No               | 0.0000              | 0                   |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
| #2  |  | No               |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
| #3  | No   |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
| #4  | No   |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
|   |  |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |
|   |  |                  |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |

| INVOICE TO   | SHIP TO  |
|--|--|
| ACCOUNTS PAYABLE<br>LOTTERY<br><br>PO BOX 2067<br><br>CHARLESTON WV 25327-2067<br><br>US | PURCHASING<br>LOTTERY<br><br>900 PENNSYLVANIA AVE<br><br>CHARLESTON WV 25302<br><br>US |

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

Purchasing Division's File Copy

03/24/25

3/25/2025

PURCHASING DIVISION AUTHORIZATION

DATE: 3/25/2025

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: 4/3/2025

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 4-3-25

ELECTRONIC SIGNATURE ON FILE

**Extended Description:**  
Change Order

Change Order No.1 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 dates of renewal: 06/01/2025 - 05/31/2026

Renewals Remaining: 2

No other changes.

| Line         | Commodity Code | Manufacturer | Model No | Unit                    | Unit Price |
|--------------|----------------|--------------|----------|-------------------------|------------|
| 1            | 72100000       |              |          |                         | 0.000000   |
| Service From |                | Service To   |          | Service Contract Amount |            |
|              |                |              |          | 0.00                    |            |

**Commodity Line Description:** Building facility HVAC maintenance and repair services

**Extended Description:**  
See Specifications and Exhibit - B Pricing Page for details  
Monthly PM: \$800.00 per month  
Hourly Labor Rate: \$85.00 per hour

| Line         | Commodity Code | Manufacturer | Model No | Unit                    | Unit Price |
|--------------|----------------|--------------|----------|-------------------------|------------|
| 2            | 72100000       |              |          | LS                      | 0.000000   |
| Service From |                | Service To   |          | Service Contract Amount |            |
|              |                |              |          | 0.00                    |            |

**Commodity Line Description:** HVAC Maintenance Parts Plus Markup Multiplier

**Extended Description:**  
See Specifications and Exhibit - B Pricing Page for details  
Markup Multiplier: 25%



P.O. BOX 2067  
CHARLESTON, WV 25327

JOHN A. MYERS  
DIRECTOR

PHONE: 304.558.0500  
wvlottery.com

February 24, 2025

Terry Vaughan  
Mason & Barry Inc.  
301 Smiley Dr.  
Saint Albans, WV 25177

Subject: Change Order #1 - Renewal - CMA LOT2400000006 - Lottery Building HVAC  
Maintenance

Subject to the approval of the West Virginia Purchasing Division and the Attorney General's Office, the West Virginia Lottery is offering the first optional renewal of the subject contract under the same terms, conditions and pricing as the original contract. This renewal will be for a twelve (12) month period. The renewal dates are from June 1, 2025, through May 31, 2026.

If your company agrees to this renewal, please sign and date below and return to my attention as soon as possible.

Thank You.

A handwritten signature in black ink, appearing to read "Thomas Hymes", written over a horizontal line.

Thomas Hymes  
Procurement Specialist, Senior  
West Virginia Lottery

Attachment

*We agree to renew the subject contract for the period as stated above under the same terms and conditions and pricing in the original contract.*

A handwritten signature in black ink, appearing to read "Richard Hellenwater", written over a horizontal line.

Name/Signature

Date

2-24-25

Director of Service

Title

304-755-0781

Phone Number

Rhellenwater@masonbarry.com

Email

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.

#### MASON & BARRY, INC.

| Organization Information |                |                  |             |          |        |          |                  |                    |
|--------------------------|----------------|------------------|-------------|----------|--------|----------|------------------|--------------------|
| Org Type                 | Effective Date | Established Date | Filing Date | Charter  | Class  | Sec Type | Termination Date | Termination Reason |
| C   Corporation          | 5/26/1959      |                  | 5/26/1959   | Domestic | Profit |          |                  |                    |

| Organization Information     |   |                           |                                 |
|------------------------------|---|---------------------------|---------------------------------|
| <b>Business Purpose</b>      | 4237 - Wholesale Trade - Merchant Wholesalers, Durable Goods - Hardware and Plumb and Heating Equipment & Supplies Merchant Wholesale |                           | <b>Capital Stock</b> 20000.0000 |
| <b>Charter County</b>        | Putnam  | <b>Control Number</b>     | 0                               |
| <b>Charter State</b>         | WV  | <b>Excess Acres</b>       | 0                               |
| <b>At Will Term</b>          | <b>Member Managed</b>   |                           |                                 |
| <b>At Will Term Years</b>    |   | <b>Par Value</b>          | 50.000000                       |
| <b>Authorized Shares</b> 400 |   | <b>Young Entrepreneur</b> | Not Specified                   |

| Addresses                        |   |
|----------------------------------|---|
| Type                             | Address   |
| <b>Local Office Address</b>      | 301 SMILEY DRIVE<br>SAINT ALBANS, WV, 25177                 |
| <b>Mailing Address</b>           | 301 SMILEY DRIVE<br>SAINT ALBANS, WV, 25177<br>USA          |
| <b>Notice of Process Address</b> | DAN S DUNCAN<br>301 SMILEY DRIVE<br>SAINT ALBANS, WV, 25177 |
| <b>Principal Office Address</b>  | 301 SMILEY DRIVE<br>SAINT ALBANS, WV, 25177<br>USA          |
| Type                             | Address   |

| Officers            |   |
|---------------------|---|
| Type                | Name/Address  |
| <b>Director</b>     | DAN S. DUNCAN<br>425 COBBLESTONE BLVD<br>SCOTT DEPOT, WV, 25560 |
| <b>Incorporator</b> | JAMES R. MASON<br>P.O. BOX 3043<br>CHARLESTON, WV, 25301        |
| <b>Incorporator</b> | DAVID BARRY, III<br>P.O. BOX 3043<br>CHARLESTON, WV, 25301      |
| <b>President</b>    | MATTHEW A. DUNCAN<br>40 WILDROSE LANE<br>SCOTT DEPOT, WV, 25526 |
| <b>Secretary</b>    | BENITA JILL TURNER<br>5644 US ROUTE 60<br>HURRICANE, WV, 25526  |

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

Search

All Words

e.g. 1606N020Q02



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

[Sign In](#)

Filter By

**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

"MASON &amp; BARRY, INC."

Entity

Location

Status

- ☒ Active
- ☐ Inactive

Reset

Entity Information ^



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

Exclusio



## 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](#)

ERIC L. ROUSEAU, JR.  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION

SAMANTHA WILLIS  
PURCHASING DIRECTOR

To: All State Agencies Under Purchasing Division

From: Samantha Willis, Director & General Counsel

WV Purchasing *SLW*

Date: January 23, 2025

Re: \$100,000 Spending Requests

**MEMORANDUM**

Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

*LOT 2400000006 - Lottery Bldg HVAC*

The Accompanying Request has been reviewed and approved by the following:

*[Signature]*  
Agency Head

*2/25/25*  
Date

*[Signature]*  
Cabinet Secretary/Department Head

*3-10-25*  
Date

Governor's Office Representative

Date