



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: 2016-10-21

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 0212 0212 SANPAP13	Procurement Folder: 216
Document Name: SANPAP13; Change Order 02	Reason for Modification:
Document Description: Contract Extension from: 12/01/2016 to 11/30/2017	Change Order No. 3 is to amend Effective Start Date from 11/30/2013 to 12/01/2013 and Extend Contract for One Year per Original Provisions, Terms & Conditions and Pricing.
Procurement Type: Statewide MA (Open End)	
Buyer Name: Jessica S Chambers	
Telephone: (304) 558-0246	
Email: jessica.s.chambers@wv.gov	
Shipping Method: Best Way	Effective Start Date: 2013-12-01
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2017-11-30

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000206075 LIBERTY DISTRIBUTORS INC PO BOX 498  TRIADELPHIA WV 26059  US Vendor Contact Phone: (999) 999-9999 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Guy Nisbet Requestor Phone: (304) 558-2596 Requestor Email: guy.l.nisbet@wv.gov

INVOICE TO	SHIP TO
ALL STATE AGENCIES  VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999  US	STATE OF WEST VIRGINIA  VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999  US

Total Order Amount	Open End
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AGENCY COPY

<i>gsc 10/21/16</i> PURCHASING DIVISION AUTHORIZATION SIGNED BY: <i>[Signature]</i> DATE: <i>10/24/16</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>[Signature]</i> DATE: <i>10/28/16</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>[Signature]</i> DATE: <i>10/28/16</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Open-End Statewide Contract

Sanitary Paper and Bathroom Supplies

Change Order 03:

To extend the Original Contract according to all Terms & Conditions, Prices and Specifications contained in the Original Contract.

Effective Date of Extension: 12/01/2016 through 11/30/2017.

All provisions of the Original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No change in contract total.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	14111703			LS	\$0.000000
	<b>Service From</b>	<b>Service To</b>			

Commodity Line Description: SANITARY PAPER PRODUCTS

**Extended Description:**



EARL RAY TOMBLIN  
GOVERNOR

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION  
2019 WASHINGTON STREET, EAST  
CHARLESTON, WEST VIRGINIA 25305-0130

MARY JANE PICKENS  
ACTING CABINET SECRETARY  
DAVID TINCHER  
DIRECTOR

October 6, 2016

Steve Shallcross, Director of Purchasing  
Liberty Distributors, Inc.  
PO Box 498  
Triadelphia, WV 36059

Subject: Statewide contract SANPAP13

Dear Mr. Shallcross:

The above referenced statewide contract expires on: November 30, 2016. Under the provisions of the original contract, The State of West Virginia is offering to extend subject contract under the same terms, conditions and pricing. The extension dates are: December 01, 2016 through November 30, 2017. If you are in agreement to extend this contract under the same specifications, terms and conditions and pricing as the original contract, please sign and date below.

Also attached is a **Purchasing Affidavit** that is to be part of the purchase order and is required to be signed and dated.

Please call or email if you have any questions.

Sincerely,

*Jessica S. Chambers*  
Jessica S. Chambers  
Senior Buyer  
304.558.0246  
Jessica.S.Chambers@wv.gov

Attachment

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

*B. Mack Pickens*  
Name/Signature

10-21-2017  
Date

*Pres. JSC*  
Title

JSC/kd