



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: 08-30-2023

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 0211 4011 GSD2300000004 3	Procurement Folder:	1183931
Document Name:	HVAC PREVENTIVE/CORRECTIVE MAINTENANCE	Reason for Modification:	Change Order 2 To Cancel Contract
Document Description:	HVAC PREVENTIVE/CORRECTIVE MAINTENANCE		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-02-24
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-09-30

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000201569			Requestor Name:	James R Jones
POWELL INC 170 STRINGTOWN RD				Requestor Phone:	304-352-5517
BELINGTON WV 26250				Requestor Email:	james.r.jones@wv.gov
US				<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	3046217494	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 35 350 CAPITOL STREET CHARLESTON WV 25301 US

9-11-23 BAA

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

ENTERED

MKP 08/31/2023

PURCHASING DIVISION AUTHORIZATION
DATE: <i>Tara [Signature]</i> 9/6/2023
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: <i>John D. Gray</i> 9/11/2023
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: <i>[Signature]</i> 9/19/2023
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 2 is issued to cancel the original contract per WV CSR 148-1-5.2 and Item 19 of the General Terms and Conditions of the contract.

Effective date of cancellation September 30, 2023.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72151003			HOUR	90.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Corrective Maintenance - Flat Hourly Rate

Extended Description:

Corrective Maintenance - flat hourly rate.

\$90.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	40101800			EA	0.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Parts plus % markup

Extended Description:

Cost of Parts X 1.25 = PARTS PLUS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	72151003			MO	4875.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Preventive Maintenance Monthly Cost

Extended Description:

Preventative Maintenance Monthly Cost per attached listing.

Monthly Rate: \$4,875.00



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

John K. McHugh
Director

To: Melissa Pettrey, Senior Buyer, WV State Purchasing Division
From: Jamie Jones, Procurement Administrator
Date: August 18, 2023
Re: Cancellation of CMA GSD2300000004 HVAC Preventive/Corrective Maintenance

Please accept this as an official letter of cancellation by the WV Department of Administration, General Services Division, in regard to the subject contract. The Agency wishes to provide vendor with 30-day notification of the cancellation of this contract. The effective date of this cancellation will be September 30, 2023.

The Agency is cancelling this contract as we have developed an internal HVAC section to our Operations and Maintenance section. They will be handling preventive maintenance functions for the Agency moving forward. Large-scale corrective maintenance, and system replacements will still be placed out to bid.

If you have any questions, or need additional information, please feel free to contact me directly.

Sincerely,

James R. Jones

Procurement Administrator

Okay to
cancel per
FW file 8/28/23