



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: 07-18-2023

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CMA 0439 0439 EBA2200000006 2	<b>Procurement Folder:</b>	1002802
<b>Document Name:</b>	EBAr70417 Multi-Office Maint. - Northern District	<b>Reason for Modification:</b>	Change Order 1 To renew contract
<b>Document Description:</b>	EBAr70417 Multi-Office Maint. - Northern District		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-05-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-04-30

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VC0000007724	<b>Requestor Name:</b>	Cecil Dale Malcomb
AGSTEN CONSTRUCTION COMPANY INC 1700 STATE ROUTE 34		<b>Requestor Phone:</b>	(304) 254-7858
HURRICANE WV 25526 US		<b>Requestor Email:</b>	dmalcomb@wvpublic.org
<b>Vendor Contact Phone:</b>	304-343-5400	<b>Extension:</b>	
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

**24**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
CHIEF FINANCIAL OFFICER EDUCATIONAL BROADCASTING 124 INDUSTRIAL PARK RD  BEAVER WV 25813  US	PURCHASING ADMINISTRATOR EDUCATIONAL BROADCASTING 600 CAPITOL ST  CHARLESTON WV 25301-1223  US

7-24-23 BOT

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

**ENTERED**

LM 7/24/23

<b>PURCHASING DIVISION AUTHORIZATION</b>
DATE: <i>Munx Out - 7/24/2023</i>
ELECTRONIC SIGNATURE ON FILE

<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b>
DATE: <i>John S. Gray</i>
ELECTRONIC SIGNATURE ON FILE

<b>ENCUMBRANCE CERTIFICATION</b>
<i>Beverly Tolen</i>
DATE: <i>7-27-2023</i>
ELECTRONIC SIGNATURE ON FILE

*7/27/2023*

**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 date of renewal 5/1/2023 through 4/30/2024.

Renewal Years Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72121103				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Building/Site corrective maint. & repairs-Northern Dist.

**Extended Description:**

Northern District:

Building & Site corrective maintenance and repairs.

As Per attached pricing page



April 30th, 2023

Dale Malcomb  
Purchasing Coordinator  
Phone: (304) 254-7858  
Email: [dmalcomb@wvpublic.org](mailto:dmalcomb@wvpublic.org)

Sam Hull  
Agsten Construction Company Inc  
1700 State Route 34  
Hurricane, WV 25526  
OASIS Vendor ID: VC0000007724  
Phone: (304) 343-5400  
Email: [Shull@AgstenConstruction.Com](mailto:Shull@AgstenConstruction.Com)


Subject: First renewal of CMA 0439 0439 EBA2200000006, multi-office maintenance, Northern District.

Dear Mr. Hull:

The State of West Virginia is offering to renew subject contract under the same terms, conditions, and pricing. The renewal dates are May 1<sup>st</sup>, 2023, through April 30<sup>th</sup>, 2024. If your company agrees to this renewal, please sign below, and return the original to my attention as soon as possible. We will also need a copy of your current contractor's license and an updated certificate of insurance.

Please call if you have any questions.

Very truly yours,

  
C. Dale Malcomb

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

Sam Hull  
\_\_\_\_\_  
Name

  
\_\_\_\_\_  
Signature

PRESIDENT  
\_\_\_\_\_  
Title

April 30<sup>th</sup>, 2023  
\_\_\_\_\_  
Date



Larry D McDonnell, Buyer  
West Virginia Purchasing Division  
2019 Washington Street East  
Capitol Complex Building 15  
Charleston, WV 25305  
304-558-2063  
[Larry.D.McDonnell@wv.gov](mailto:Larry.D.McDonnell@wv.gov)

July 21st, 2023

*OK  
Must Cut  
7/21/2023*

Dale Malcomb  
Purchasing Coordinator  
Phone: (304) 254-7858  
Cell: (304) 222-9252  
Email: [DMalcomb@WVPublic.Org](mailto:DMalcomb@WVPublic.Org)

Re: Justification for backdating renewals on CMAs 0439 EBA220000006, EBA220000007, and EBA220000008, multi-office maintenance.

Mr. McDonnell:

The subject contract is with Agsten Construction Company. We have five contracts with this company. Three of them renew on May 1<sup>st</sup>, and two of them renew on August 1<sup>st</sup>. I mistakenly thought I had already processed the renewals for the May 1<sup>st</sup> contracts and didn't discover my error until I began processing the August 1<sup>st</sup> contracts.

I understand this is unacceptable and will endeavor to avoid this mistake moving forward. If you could go ahead and process the May 1<sup>st</sup> contracts, it would be very helpful to our organization.

Thank you for your time and consideration.

Sincerely,

  
C. Dale Malcomb