



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: 08-31-2023

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 0506 2936 BPH2300000001 2	Procurement Folder:	1030130
Document Name:	Change Order 1	Reason for Modification:	Change Order 1 To Renew Contract
Document Description:	HVAC MAINTENANCE		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-10-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-09-30

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000202408			Requestor Name:	Billie S Hancock
CASTO TECHNICAL SERVICES INC				Requestor Phone:	304-356-4097
540 LEON SULLIVAN WAY				Requestor Email:	billie.s.hancock@wv.gov
CHARLESTON	WV	25322		<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
Vendor Contact Phone:	999-999-9999	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS	VARIOUS AGENCY LOCATIONS
AS INDICATED BY ORDER	AS INDICATED BY ORDER
No City	No City
WV 99999	WV 99999
US	US

9-1-23
 BPT

Purchasing Division's File Copy

Total Order Amount:	Open End
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ENTERED

CH 8/31/23
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya J. 9/1/2023*
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
Beverly Toler
 DATE: *9-6-2023*
 ELECTRONIC SIGNATURE ON FILE

9/6/2023

Extended Description:

Change Order

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders. Effective date of renewal 10/1/2023 through 9/30/2024.

Renewal Years Remaining:2
No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72151003			HOUR	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Corrective Maintenance - Flat Hourly Rate

Extended Description:

Corrective Maintenance - Flat Hourly Rate

Pricing included on Exhibit B

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 Percentage Markup

Extended Description:

Parts -Plus Percentage Markup

Pricing included on Exhibit B

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	72151003			MO	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Preventative Maintenance - Monthly Cost

Extended Description:

Preventative Maintenance - Monthly Cost

Pricing included on Exhibit B



CASTO Technical Services

We make buildings work...Better!

Billie Hancock
WVDHHR Bureau for Public Health
350 Capitol Street, Room 206
Charleston, WV 25301

August 29, 2023

RE: Anniversary of Renewal for Contract # CMA BPH2300000001

It has been our pleasure to serve you for the past year. Our records indicate that your HVAC Maintenance Agreement will expire on **September 30, 2023**. Under the Terms and Conditions of your existing Agreement, the pricing is reviewed annually. Please refer to your Agreement for complete details concerning the terms and conditions of this renewal. We will continue to provide you with the highest quality of service in the upcoming year.

The Renewal Agreement price for Office of Laboratory Services (OLS) will remain **\$15,276** billed in monthly payments of **\$1,273**. The Renewal Agreement price for Office of Chief Medical Examiner (OCME) will remain **\$14,376** billed in monthly payments of **\$1,198**. Renewal will begin on **October 1, 2023**, and expire on **September 30, 2024**.

We thank you for using Casto Technical Services as a vendor for your HVAC needs, and we look forward to serving you for another year. If you have any questions and/or need anything further, please do not hesitate to contact us.

Sincerely,

April Dunlap
Name: April Dunlap
Inside Sales Support

Christi D. Clark
Authorized Signature
Christi D. Clark
08/30/2023

[Signature]
Authorized Signature

HEREBY CERTIFY THAT THE ITEMS LISTED HEREON HAVE BEEN RECEIVED AND APPROVED FOR PAYMENT.

20230830
Date Signature

Matt Izzo

izzomal Received

Agreed

Heather White

We Make Building Work...BETTER!!!



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
BUREAU FOR PUBLIC HEALTH

Sherri A. Young, DO, MBA, FAAFP
Interim Cabinet Secretary

Matthew Q. Christiansen, MD, MPH
Commissioner & State Health Officer

August 14, 2023

To Whom It May Concern,

The Office of Laboratory Services (OLS) and the Office of the Chief Medical Examiner (OCME) requests the renewal of contract CMA 0506 2936 BPH2300000001. This maintenance and service contract is critical to the operations of both offices to ensure functional HVAC, refrigeration, and freezer units. Optimal temperatures must be maintained for several reasons. Laboratory testing performed at both offices have required temperature ranges by the test method manufacturer. Operating outside those ranges may cause the testing to be invalid and produce inaccurate results. The OCME requires refrigeration to properly store decedents and associated clinical samples. Failure in those units and lack of quick repair could be catastrophic and have a severe negative impact on further death investigations. The OLS and the OCME request this contract be renewed with original terms and specifications as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Christi D. Clark".

Christi D. Clark, MPH, M(ASCP)^{CM}
Office Director
Office of Laboratory Services
167 11th Avenue
South Charleston, WV 25303

A handwritten signature in black ink that reads "Matt Izzo".

Matt Izzo
Chief Administrator
Office of the Chief Medical Examiner
619 Virginia Street West
Charleston, WV 25302