



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: 03-03-2026

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 3	Procurement Folder:	1356860
Document Name:	West Virginia Lottery HVAC Maintenance	Reason for Modification:	Chang Order No. 2 - to renew contract
Document Description:	West Virginia Lottery HVAC Maintenance		
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:	2027-05-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	00000200806			Requestor Name:	Thomas P Hymes
MASON & BARRY INC 301 SMILEY DR				Requestor Phone:	304-558-2350
ST ALBANS WV 25177				Requestor Email:	thymes@wvlottery.com
US				<h1>2026</h1> <p>FILE LOCATION _____</p>	
Vendor Contact Phone:	304-550-0659	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

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

*3/16/26 GC*

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

*Bob* 3/19/2026

PURCHASING DIVISION AUTHORIZATION  
 DATE: *Mark [Signature]* - 3/10/2026  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 DATE: *[Signature]*  
 ELECTRONIC SIGNATURE ON FILE

*3/17/2026*

ENCUMBRANCE CERTIFICATION  
*[Signature]*  
 DATE: 3-17-26  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No.2 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: 06/01/2026 - 05/31/2027

Renewals Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72100000				0.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
				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
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
				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

DAVID R. BRADLEY  
ACTING DIRECTOR

PHONE: 304.558.0500  
wvlottery.com

February 25, 2026

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

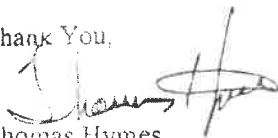
**Subject:** Change Order #2 – Renewal – CMA LOT2400000006 – Lottery Building HVAC Maintenance

Subject to the approval of the West Virginia Purchasing Division and the Attorney General’s Office, the West Virginia Lottery is offering the second 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, 2026, through May 31, 2027.

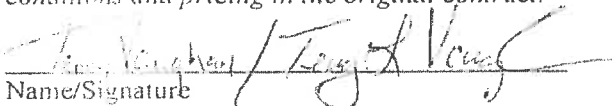
If your company agrees to this renewal, please sign and date below and return to my attention as soon as possible.

Thank You,

  
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.*

  
Name/Signature

3-3-2026  
Date

Sales  
Title

(304) 755-0781  
Phone Number

terry.v@masonbarry.com  
Email

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**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>Designated Office Address</b>	301 SMILEY DRIVE SAINT ALBANS, WV, 25177
<b>Notice of Process Address</b>	DAN S DUNCAN 301 SMILEY DRIVE SAINT ALBANS, WV, 25177
<b>Principal Office Address</b>	301 SMILEY DRIVE SAINT ALBANS, WV, 25177 USA
<b>Principal Office Mailing Address</b>	301 SMILEY DRIVE SAINT ALBANS, WV, 25177 USA
Type	Address

Officers	
Type	Name/Address
<b>Director</b>	DAN S. DUNCAN 425 COBBLESTONE BLVD SCOTT DEPOT, WV, 25560
<b>Incorporator</b>	JAMES R. MASON P.O. BOX 3043 CHARLESTON, WV, 25301
<b>Incorporator</b>	DAVID BARRY, III P.O. BOX 3043 CHARLESTON, WV, 25301
<b>President</b>	MATTHEW A. DUNCAN 40 WILDROSE LANE SCOTT DEPOT, WV, 25526

<b>Secretary</b>	BENITA JILL TURNER 5644 US ROUTE 60 HURRICANE, WV, 25526
<b>Treasurer</b>	DAN S. DUNCAN 426 COBBLESTONE BLVD SCOTT DEPOT, WV, 25560
<b>Type</b>	<b>Name/Address</b>

<b>Name Changes</b>	
<b>Date</b>	<b>Old Name</b>
9/14/2018	MASON AND BARRY, INC.
<b>Date</b>	<b>Old Name</b>

<b>Date</b>	<b>Amendment</b>
9/14/2018	NAME CHANGE: FROM MASON AND BARRY, INC.
12/17/1968	CHANGE IN STOCK TO 4000 SHARES AT \$5 EACH; ROLL 18
<b>Date</b>	<b>Amendment</b>

<b>Annual Reports</b>	
<b>Filed For</b>	<b>Date filed</b>
2025	
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<b>Date filed</b>	

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For more information, please contact the Secretary of State's Office at 304-558-8000.

Tuesday, March 3, 2026 --- 11:22 AM



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Simple Search Search Editor

Any Words <sup>i</sup>  
 All Words <sup>i</sup>  
 Exact Phrase <sup>i</sup>

e.g. 123456789, Smith Corp

"MASON & BARRY, INC." x

Entity ▼  
Location ▼  
Status ▲

Active  
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Entity Information ^ < All Entity Information Entities Disaster Response Registry Respon >

### No matches found

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>10-Brandon Barr</u> Date: <u>3/3/2026</u> Solicitation No. <u>CMA LOT24*06</u>	Agency: Lottery Procurement Officer Submitting Requisition: Thomas Hymes Requisition No. CMA LOT240000006 PF No.: 1356860
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

#	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10</b>	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

<b>1</b>	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>2</b>	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3</b>	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>6</b>	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7</b>	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8</b>	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_

*3/3/2026*