

Purchase Change Request



Marshall University
Office of Purchasing
One John Marshall Drive
Huntington, WV 25755-4100

Order #
MU21SIGN

FY 25	Buyer LL	Date 06/07/2024	Account Varies	P.O. Date 07/08/2021	Contract MU21SIGN
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Document <input type="checkbox"/> Requisition (Cancellation only) <input type="checkbox"/> Regular Purchase Order <input type="checkbox"/> Contract Purchase Order <input checked="" type="checkbox"/> Open End Contract Purchase <input type="checkbox"/> Agreement	Document Action <input type="checkbox"/> Cancellation <input type="checkbox"/> Increase/Decrease <input type="checkbox"/> Unused Balance <input type="checkbox"/> Freight <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Extension Error	<input type="checkbox"/> Error in Total Amount <input type="checkbox"/> Change of Account <input type="checkbox"/> Change of Vendor Name/Address <input checked="" type="checkbox"/> Other
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Vendor Name, Address, Phone #, etc. Paris Signs 2400 5th Street Rd Huntington, WV 25701	Vendor Code 550757251	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 304-522-7503 Fax wade@parissigns.com FEIN# 550757251		

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center">Change Order # 3</p> <p>To Design and Fabricate Interior Signs and Wayfinding Structures</p> <p>To renew the original contract and make the following changes in accordance to all terms, conditions, pricing, and specifications contained in the original contract and all approved change orders</p> <p>1. To correct the number of remaining renewals listed on Change Order 2. -Change Order 2 stated "no remaining renewals" -Corrected renewals to: Two (2) of four (4) renewals remaining</p> <p>2. Renewal</p> <p>Effective renewal dates: 07/09/2024 - 07/08/2025 Renewal # Three (3) of four (4) Renewals remaining: One (1)</p> <p>Vendor Contact: Wade Murphy, wade@parissigns.com, 304-522-7503</p>		

Reason for Change: 1. Correct the number of remaining renewals on Change Order 2 2. Contract renewal	Previous Total	\$ Open-End
	Increase	\$ -
	Decrease	\$ -
	New Total	\$ Open-End

Approved: Michelle W. Peeler 6.20.2024
Authorized Signature Date

Attorney General if required Date



Office of Purchasing

Renewal Letter

June 6, 2024

VIA ELECTRONIC MAIL: wade@parissigns.com

Mr. Wade Murphy
Paris Signs
2400 5th Street Road
Huntington, WV 25701

Re: Contract Renewal for MU21SIGN

Dear Wade:

The above referenced contract expires on July 8, 2024. There is a provision for renewal upon written mutual agreement of the parties.

Please annotate on the bottom of this letter, with your signature and date, if you agree to renew contract, MU21SIGN, effective July 9, 2024 through July 8, 2025, under the same terms and conditions as the original contract including all approved change orders.

Please return the executed letter via email at your earliest convenience.

If you have any questions, please feel free to call me at 304-696-3056.

Sincerely,

Leeann Lemon

Leeann Lemon
Contract Specialist

I agree to the current MU21SIGN for an additional one (1) year period under the same terms and conditions as the original contract.

Yes No

Yes, subject to the following changes indicated below or in the attached letter.

Wade Murphy

Signature

6/6/24

Date

Exhibit A - Pricing Page
 Request for Bid MU21SIGN - Physical Plant Office Open-End Contract for
 Signage and Wayfinding for Marshall University

Item No.	Description	Colors	Size	Unit of Measure	Cost
3.1.1	Interior Restroom Sign - Men's/Women's with ADA Symbols	Black Background with White Letters and Numbers	8" x 8"	Each	\$ 57.00
3.1.2	Interior Restroom Sign - Men's/Women's with ADA Symbols Sign	Black Background with White Letters and Numbers	9" x 9"	Each	\$ 64.00
3.1.3	Interior Restroom Sign - Unisex	Black Background with White Letters and Numbers	8" x 8"	Each	\$ 55.00
3.1.4	Interior Restroom Sign - Unisex	Black Background with White Letters and Numbers	9" x 9"	Each	\$ 62.00
3.1.5	Interior Classroom Sign - No slider, meet ADA Standards	Black Background with White Letters and Numbers	5" x 7"	Each	\$ 48.50
3.1.6	Interior Administrative ADA Sign - with one (1) Slider	Black Background with White Letters and Numbers	5" x 7"	Each	\$ 60.00
3.1.7	Interior Administrative ADA Sign - with two (2) sliders	Black Background with White Letters and Numbers	5" x 7"	Each	\$ 100.00
3.1.8	Interior Administrative ADA Sign - with one (1) Slider	Black Background with White Letters and Numbers	7" x 7"	Each	\$ 64.00
3.1.9	Interior Administrative ADA Sign - with two (2) sliders	Black Background with White Letters and Numbers	7" x 7"	Each	\$ 64.00
3.1.10	Interior Service Room Sign with Room Number	Black Background with White Letters and Numbers	5" x 7"	Each	\$ 46.50
3.1.11	Word Template for Sliders			Each	
TOTAL:					

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Rae's Signs

Authorized Signature: [Signature] Date: 6/7/2024

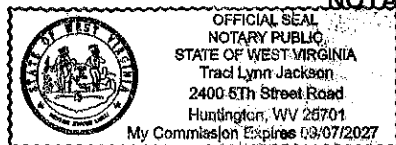
State of West Virginia

County of Cabell, to-wit:

Taken, subscribed, and sworn to before me this 6 day of June, 2024

My Commission expires 9/07, 2027.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ VC0000051997	PARIS SIGNS		Active	Inactive	

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[Attachments](#)

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General Info

Vendor/Customer : VC0000051997	Restrict Use by Department : <input type="checkbox"/>
Legal Name : PARIS SIGNS	Miscellaneous Account : <input type="checkbox"/>
Alias/DBA : <input type="text"/>	Internal Account : <input type="checkbox"/>
Vendor Active Status : Active	Third Party Only : <input type="checkbox"/>
Vendor Approval Status : Complete	Third Party Vendor : <input type="checkbox"/>
Customer Active Status : Inactive	Third Party Customer : <input type="checkbox"/>
Customer Approval Status : Incomplete	Inventory Customer : <input type="checkbox"/>
Location Name : <input type="text"/>	Healthcare Provider : <input type="checkbox"/>
First Name : <input type="text"/>	Never Archive : <input type="checkbox"/>
Middle Name : <input type="text"/>	Restrict VSS Access : No
Last Name : <input type="text"/>	Discontinue - No New Business : <input type="checkbox"/>
Company Name : PARIS SIGNS	Prevent MA Reference : <input type="checkbox"/>
Previous Name : <input type="text"/>	PunchOut Enabled : <input type="checkbox"/>
Previous Street : <input type="text"/>	Re-PunchOut Enabled : <input type="checkbox"/>
Previous City : <input type="text"/>	Electronic Order Enabled : <input type="checkbox"/>
Previous State/Province : <input type="text"/>	W-9 Received : <input checked="" type="checkbox"/>
Previous Country : <input type="text"/>	W-9 Received Date : 02/02/2022
	W-9 Received : <input type="checkbox"/>
	W-9 Received Date : <input type="text"/>
	Accepts Credit Cards : <input type="checkbox"/>
	Active From : 02/16/2017
	Active To : <input type="text"/>
	Last Usage Date : 05/03/2024
	Department : <input type="text"/>
	Unit : <input type="text"/>

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- ▶ Organization
- ▶ Disbursement Options
- ▶ Prenote/EFT
- ▶ Remittance Advice
- ▶ Vendor Terms
- ▶ Accounts Receivable
- ▶ eMALL
- ▶ Location Information
- ▶ Fee and Vendor Compliance Holds

Fee Exempt : <input type="checkbox"/>	Tax Clearance : <input type="checkbox"/>
Registration Application Date : <input type="text"/>	Unemployment Insurance : <input type="checkbox"/>
Registration Effective Date : <input type="text"/>	Worker's Compensation : <input type="checkbox"/>
Registration Expiration Date : <input type="text"/>	Secretary of State Registration : <input type="checkbox"/>
Pre-Registration Code : <input type="text"/>	Federal Debarred : <input type="checkbox"/>
- ▶ Executive Compensation
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