

Purchase Change Request



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

Order #
MU22ELECTRIC

FY 25	Buyer LL	Date 12/12/24	Account Varies	P.O. Date 07/11/2022	Contract MU22ELECTRIC
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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 checked="" type="checkbox"/> Increase/Decrease <input type="checkbox"/> Unused Balance <input type="checkbox"/> Freight <input 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. Dixon Electric Systems & Contracting Inc 3352 Norwood Rd Huntington, WV 25705	Vendor Code 550760019	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 304-532-2712 Fax joy@dixonelectrical.com FEIN# 550760019		

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center">Change Order # 3</p> <p align="center">Electrical Contractor Services</p> <p>To amend the contract all in accordance with the same terms and conditions, and specifications contained in the original contract and all authorized change orders.</p> <p>1. To add and include B&O taxes as part of this contract.</p> <p>Renewal Effective Date: 07/01/2024 - 06/30/2025 Renewal two (2) of four (4) Renewals Remaining: two (2) one-year renewals</p> <p>Vendor contact: Joy Mayenchein, joy@dixonelectrical.com, 304-523-2712</p>		

Reason for Change: 1. To add and include B&O taxes as part of this contract.	Previous Total	\$ Open-End
	Increase	\$ -
	Decrease	\$ -
	New Total	\$ Open-End

Approved: Michelle H. Greider 12.12.2024
Authorized Signature Date

N/A
Attorney General **if** required Date



June 7, 2024

Marshall University
Attn: Assistant Director of Purchasing
1 John Marshall Drive
Huntington, WV 25755

RE: MU Electrical Maintenance Agreement Renewal (MU22ELECTRIC)

To Whom It May Concern,

We received your notice regarding the renewal of our MU Maintenance Agreement set to expire on June 30, 2024. We would like to negotiate new rates since our union benefits increased by 4.7%.

We request our rates to be the following:

Normal Business Hours:	Old Rates	New Proposed Rates
Electrical Journeyman	\$76.95	\$80.57
Electrical Apprentice	\$69.55	\$72.82
Outside Normal Business Hours:		
Electrical Journeyman	\$92.34	\$96.68
Electrical Apprentice	\$83.47	\$87.39
Overtime Hours:		
Electrical Journeyman	\$115.43	\$120.86
Electrical Apprentice	\$104.33	\$109.23
Material Markup	5%	5% (Remains the same)
Call During Reg. Work Hrs Trip Charges (Per Trip)	\$75.00	\$75.00
Call Outside Reg. Work Hrs Trip Charges (Per Trip)	\$95.00	\$95.00

This is a 4.7% increase over last year’s rate which we feel is justifiable. We look forward in continuing to work with you.

Respectfully,
Matthew Simms
Vice President

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000209727	DIXON ELECTRICAL SYSTEMS & CONTRACTING INC		Active	Inactive	

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▼ General Info

Vendor/Customer : 000000209727	Restrict Use by Department : <input type="checkbox"/>
Legal Name : DIXON ELECTRICAL SYSTE	Miscellaneous Account : <input type="checkbox"/>
Alias/DBA :	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 :	Healthcare Provider : <input type="checkbox"/>
First Name :	Never Archive : <input type="checkbox"/>
Middle Name :	Restrict VSS Access : No
Last Name :	Discontinue - No New Business : <input type="checkbox"/>
Company Name : DIXON ELECTRICAL SYSTE	Prevent MA Reference : <input type="checkbox"/>
Previous Name :	PunchOut Enabled : <input type="checkbox"/>
Previous Street :	Re-PunchOut Enabled : <input type="checkbox"/>
Previous City :	Electronic Order Enabled : <input type="checkbox"/>
Previous State/Province :	W-9 Received : <input checked="" type="checkbox"/>
Previous Country :	W-9 Received Date : 03/27/2024
	W-8 Received : <input type="checkbox"/>
	W-8 Received Date :
	Accepts Credit Cards : <input type="checkbox"/>
	Active From : 01/01/1999
	Active To :
	Last Usage Date : 12/10/2024
	Department :
	Unit :

▶ Headquarters

▶ 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 : 12/02/2024	Unemployment Insurance : <input type="checkbox"/>
Registration Effective Date : 12/27/2024	Worker's Compensation : <input type="checkbox"/>
Registration Expiration Date : 12/27/2025	Secretary of State Registration : <input type="checkbox"/>
Pre-Registration Code :	Federal Debarred : <input type="checkbox"/>

▶ Executive Compensation

▶ Additional Information

▶ Travel

▶ Change Management

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