

# Purchase Change Request



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

**Order #**  
MU22\_CC\_ELEV

FY 25	Buyer LL	Date 09/25/2024	Account Various	P.O. Date 03/01/2022	Contract MU22_CC_ELEV
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<b>Document</b> <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	<b>Document Action</b> <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 type="checkbox"/> Other
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Vendor Name, Address, Phone #, etc. Otis Elevator Company 4768 Chimney Drive Charleston, WV 25302	Vendor Code <b>135583389</b>	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 864-533-0261	Fax	FEIN# 13-5583389

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center"><b>Change Order # 4</b></p> <p align="center">Elevator Maintenance, Service and Repairs</p> <p>To make the following change(s) according to all terms, conditions and pricing contained in the original contract and any approved change orders.</p> <p>1. Renewal</p> <p>No other changes made.</p> <p>Vendor Contact: Austin Dambach, austin.dambach@otis.com and Scott Carpenter, Scott.Carpenter@otis.com</p>		

Reason for Change: 1. Renewal	Previous Total	\$ Open end
	Increase	\$ _____
	Decrease	\$ _____
	New Total	\$ Open end

Approved: Michelle Wheeler 9/25/2024  
 Authorized Signature Date

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

[pulled forward from MU22\_CC\_ELEV co3]

Academic and Administrative Bldgs. Forensic Science Bldg. - Huntington								
Item#	Elevator	Building	Brand	Type	Original Monthly	Discount Monthly	Original Yearly	Discount Yearly
#1-1	D91076	BioMed	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-2	D91077	Biotechnology Building BIO MED1	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-3	D91078	Biotechnology Building BIO MED2	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-4	D91079	Biotechnology Building BIO MED3	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-5	C30392	East Hall #1	Colton	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-6	C30390	Corbly Hall East Elv 2	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-7	C30391	Corbly Hall East Elv 1	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-8	D08118	Drinko DMC 1	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-9	D08119	Drinko DMC 2	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-10	D08120	Drinko DMC FRT	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-11	C07373	Fine Arts	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-12	C07374	Fine Arts	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-13	C30381	Harris Hall	Armor	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-14	F15520	Harris Hall 2	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-15	C30382	Jenkins Hall	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-16	D26035	Jomie Jazz Center	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-17		Morrow Lib.	Inclinators	Wheel Chair	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-18	C30373	Morrow Lib. East	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-19	D30374	Morrow Lib. OLD LIB. West	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-20	D18292	Old Main HYDRO	Otis	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-21	C30384	Prichard Hall Hydro	Colton	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-22	C30385	Prichard Hall Traction	Westinghouse	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-23		REDC	Plunger Lift	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-24	C07371	Science Hall East	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-25	C07372	Science Hall West	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-26	C46263	Smith Hall RH NEW S.	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96

#1-27	C46264	Smith Hall MID NEW	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-28	C46265	Smith Hall LH NEW	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-29	C30389	Smith Hall Music Old Music Hall	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-30	C30388	Smith Hall Music	Haughton	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-31	C30395	Sorrell Maintenance Lift 1 Maint Bldg.	Plunger Lift	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-32	616657	Visual Arts 2	Otis	Gen 2	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-33	615656	Visual Arts 1	Otis	Gen 2	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-34		Weisberg Engineering	Otis	Gen 2	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-35		Weisberg Engineering	Otis	Gen 2	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-36		Weisberg Engineering	Otis	Gen 2	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#1-37	F55835	Welcome Center	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#1-38	U1A247	Old Main	Otis	Traction	\$350.00	\$343.00	\$4,200.00	\$4,116.00

Athletics								
#2-1	C07368	Stadium	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#2-2	C07369	Stadium	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#2-3		Stadium	Thyssen-Krupp	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#2-4	C07370	Facilities Bldg.	Dover	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#2-5	901156	Henderson Center	Otis	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#2-6	D91D76	Chris Cline Athletic Complex (Indoor Practice Facility)	Otis		\$100.00	\$98.00	\$1,200.00	\$1,176.00
Forensics								
#3-1	D90117	Forensic Science Bldg FORENSIC 1	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#3-2	243981	Forensic Science Bldg FORENSIC 2	Otis	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
Housing And Residence Life (HRL) -Huntington								
#4-1	C30379	Buskirk Hall West	Otis	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#4-2	C30380	Buskirk Hall East	Otis	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#4-3	206818	Holderby Hall East	Otis	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#4-4	206819	Holderby Hall West	Otis	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#4-5	205416	Holderby Hall Café	Otis	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#4-6	207004	Twin Towers EAST 1	Otis	Cable	\$280.00	\$274.40	\$3,360.00	\$3,292.80
#4-7	207005	Twin Towers EAST 2	Otis	Cable	\$280.00	\$274.40	\$3,360.00	\$3,292.80
#4-8	207006	Twin Towers EAST 3	Otis	Cable	\$280.00	\$274.40	\$3,360.00	\$3,292.80
#4-9	207007	Twin Towers West 1	Otis	Cable	\$280.00	\$274.40	\$3,360.00	\$3,292.80
#4-10	207008	Twin Towers West 2	Otis	Cable	\$280.00	\$274.40	\$3,360.00	\$3,292.80
#4-11	207009	Twin Towers West 3	Otis	Cable	\$280.00	\$274.40	\$3,360.00	\$3,292.80
#4-12	F21188	Wellman Hall	Schindler	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#4-13	F21190	Gibson Hall	Schindler	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#4-14	F21191	Haymaker Hall	Schindler	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#4-15	F21192	Willis Hall	Schindler	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#4-16		Buskirk WheelChair Lift Added			\$100.00	\$98.00	\$1,200.00	\$4,116.00
#4-17	654647	The Landing	Otis	Traction	\$350.00	\$343.00	\$4,200.00	\$4,116.00

Aux Services- Huntington								
#5-1	D17469	Memorial Student Center FRT.	White	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#5-2	C30360	Memorial Student Center Rec. Room	White	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#5-3	C30361	Memorial Studen Center Bookstore	White	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#5-4	C30359	Memorial Student Center Kitchen	Pflow Industries	Lift	\$100.00	\$98.00	\$1,200.00	\$1,176.00
School of Medicine -Spring Valley								
#6-1	C45770	Medical Education Bldg 1543	Murphy	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#6-2	C45771	Medical Education Bldg 1542	Murphy	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
MU School of Medicine -Huntington								
#7-1	D08121	MUMC Duplex 1	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#7-2	D08123	MUMC Duplex 2	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#7-3	D08124	MUMC Single Front 1	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#7-4	D08125	MUMC FRT	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#7-5	D26627	MUMC T50	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#7-6	D26645	BCC Clinical 1	Dover	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#7-7	D26646	BCC Clinical 2	Dover/Thyssen-Krupp	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#7-8	D26793	BCC Clinical FRT	Thyssen-Krupp	Cable	\$196.00	\$192.08	\$2,352.00	\$2,304.96
#7-9	F85620	Douglass Center	Schindler	Hydraulic	\$100.00	\$98.00	\$1,200.00	\$1,176.00
#7-11	654648	School of Pharmacy	Otis	Traction	\$350.00	\$343.00	\$4,200.00	\$4,116.00
#7-12	UG411	15th Street Parking Gargage	Otis	Traction	\$732.00	\$717.36	\$8,784.00	\$8,608.32
#7-13	UG412	15th Street Parking Gargage	Otis	Traction	\$732.00	\$717.36	\$8,784.00	\$8,608.32
#7-14	29903	SOM Erma Byrd Clinical Eduacational Building Room 1025	Garaventa Genesis Lift	Handicap Screw/Lift				

Public Safety								
#8-1	D78213	Parking Garage 3rd Ave East	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$4,200.00	\$4,116.00
#8-2	D78216	Parking Garage 3rd Ave West						
#8-3	F44264	Parking Garage 6th Ave. #1	Thyssen-Krupp	Hydraulic	\$100.00	\$98.00	\$4,200.00	\$4,116.00
#8-4	F44552	Parking Garage 6th Ave. #2						
South Charleston Campus (Added in Change Order 2)								
#9-1	1188754	Elevator 2	Dover	Hydraulic		\$485.10		\$5,821.20
#9-2	1188755	Elevator 3	Dover	Hydraulic				
#9-3	1188753	Elevator 1	Dover	Hydraulic				



Office of Purchasing

Renewal Letter

August 8, 2024

**VIA EMAIL: [shorty@psjplumbing.com](mailto:shorty@psjplumbing.com)**

Otis Elevator Company  
4768 Chimney Drive  
Charleston, WV 25302

**Re: Contract Renewal for MU22 CC ELEV**

Dear Mr. Johnson,

The above referenced contract expires on September 30, 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, MU22 CC ELEV effective October 1, 2024, through September 30, 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

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I agree to the current MU22 CC ELEV 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.**

DocuSigned by:  
*Joshua West*  
DOE441125A96424...  
Signature

08-Aug-2024

Date



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: Ohio Elevator Co. - Joshua J. West

Authorized Signature: [Signature] Date: 8/12/24

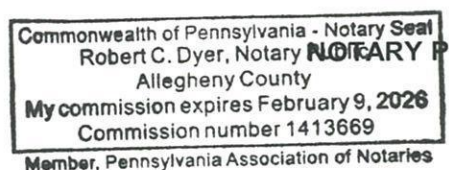
State of Pennsylvania

County of Allegheny, to-wit:

Taken, subscribed, and sworn to before me this 12 day of August, 2024.

My Commission expires \_\_\_\_\_, 20\_\_\_\_.

**AFFIX SEAL HERE**



[Signature]

Purchasing Affidavit (Revised 01/19/2018)



Vendor/Customer

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Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000105414	OTIS ELEVATOR COMPANY		Active	Active	

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**▼ General Info**

Vendor/Customer : 000000105414	Restrict Use by Department : <input type="checkbox"/>
Legal Name : OTIS ELEVATOR COMPANY	Miscellaneous Account : <input type="checkbox"/>
Alias/DBA : <input type="text"/>	Internal Account : <input type="checkbox"/>
Vendor Active Status : Active <input type="text"/>	Third Party Only : <input type="checkbox"/>
Vendor Approval Status : Complete <input type="text"/>	Third Party Vendor : <input type="checkbox"/>
Customer Active Status : Active <input type="text"/>	Third Party Customer : <input type="checkbox"/>
Customer Approval Status : Complete <input type="text"/>	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 <input type="text"/>
Last Name : <input type="text"/>	Discontinue - No New Business : <input type="checkbox"/>
Company Name : OTIS ELEVATOR COMPANY	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 type="checkbox"/>
Previous Country : <input type="text"/>	W-9 Received Date : <input type="text"/>
	W-8 Received : <input type="checkbox"/>
	W-8 Received Date : <input type="text"/>
	Accepts Credit Cards : <input type="checkbox"/>
	Active From : 03/01/1990 <input type="text"/>
	Active To : <input type="text"/>
	Last Usage Date : 07/31/2024 <input type="text"/>
	Department : <input type="text"/>
	Unit : <input type="text"/>

▶ 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 : 11/07/2018 <input type="text"/>	Unemployment Insurance : <input type="checkbox"/>
Registration Effective Date : 11/07/2018 <input type="text"/>	Worker's Compensation : <input type="checkbox"/>
Registration Expiration Date : 11/07/2019 <input type="text"/>	Secretary of State Registration : <input type="checkbox"/>
Pre-Registration Code : <input type="text"/>	Federal Debarred : <input type="checkbox"/>

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