



Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

## State of West Virginia Delivery Order

Order Date: 03-28-2025

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:	CDO 0511 2743 BCF2000000006 6	Change Order No:	0	Procurement Folder:	733334
Document Name:	BCF REGION 2, WVARF JANITORIAL,			Reason for Modification: Change Order 01: To cancel remaining balance per the attached vendor cancellation letter.	
Document Description:	CO 1 Cancellation of Remaining Balance				
Procurement Type:	Central Delivery Order				
Buyer Name:	Mark A Atkins				
Telephone:	(304) 558-2307				
Email:	mark.a.atkins@wv.gov				
Shipping Method:	Best Way			Master Agreement Number: CMA 0212 WVRFJAN19 6	
Free on Board:	FOB Dest, Freight Prepaid				

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 400 PATTERSON LN  CHARLESTON WV 25311 US Vendor Contact Phone: 304-205-7970 Extension: 208  Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Magen P Minyard Requestor Phone: 304-205-8391 Requestor Email: magen.p.minyard@wv.gov  <b>2025</b> FILE LOCATION
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES BCF - KANAWHA COUNTY OFFICE 4190 WASHINGTON ST W CHARLESTON WV 25313 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US

Purchasing Division's File Copy

Total Order Amount: \$232,800.47

PURCHASING DIVISION AUTHORIZATION  
DATE: *Mark A. Atkins* 4/01/2025  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: *Cody R. Lee* 4-1-25  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order 01: Cancellation of Remaining Balance

Previous Total: \$321,553.30  
 Balance Cancelled: \$88,752.83  
 Revised Total: \$232,800.47

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	1847.94100	HOUR	\$18.0700	\$33,392.29
Service From	Service To	Manufacturer		Model No	Delivery Date
2020-07-01	2021-06-30				

**Commodity Line Description:** Janitorial Service: 7/1/20-6/30/21, Boone Co**Extended Description:**

Janitorial Services for July 1, 2020 to June 30, 2021 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Integrated Resources Inc  
 Hourly rate will be \$18.07  
 Total number of hours will be provided will be 1981.52 and the annual fee \$35,806.08.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	1703.63000	HOUR	\$18.4200	\$31,380.86
Service From	Service To	Manufacturer		Model No	Delivery Date
2020-07-01	2021-06-30				

**Commodity Line Description:** Janitorial Service: 7/1/20-6/30/21, Lincoln Co**Extended Description:**

Janitorial Services for July 1, 2020 to June 30, 2021 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Goodwill Industries of KYOWVA Inc.  
 Hourly rate will be \$18.42  
 Total number of hours will be provided will be 2222.08 and the annual fee \$40,930.71

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	4648.75000	HOUR	\$18.3500	\$85,304.56
Service From	Service To	Manufacturer		Model No	Delivery Date
2020-07-01	2021-06-30				

**Commodity Line Description:** Janitorial Service: 7/1/20-6/30/21, Kanawha Co**Extended Description:**

Janitorial Services for July 1, 2020 to June 30, 2021 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Empowerment Through Employment  
 Hourly rate will be \$18.35  
 Total number of hours will be provided will be 7626.00 and the annual fee \$145,625.60.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	1024.58010	HOURL	\$18.4200	\$18,872.77
Service From	Service To	Manufacturer	Model No	Delivery Date	
2020-07-01	2021-06-30				

**Commodity Line Description:** Janitorial Service: 7/1/20-6/30/21,  
Mason Co

**Extended Description:**

Janitorial Services for July 1, 2020 to June 30, 2021 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Goodwill Industries of KYOWVA Inc  
Hourly rate will be \$18.42  
Total number of hours will be provided will be 1448.32 and the annual fee \$26,678.05.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	1952.48150	HOURL	\$15.7500	\$30,751.58
Service From	Service To	Manufacturer	Model No	Delivery Date	
2020-07-01	2021-06-30				

**Commodity Line Description:** Janitorial Service: 7/1/20-6/30/21,  
Putnam Co

**Extended Description:**

Janitorial Services for July 1, 2020 to June 30, 2021 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Goodwill Industries of Kanawha Valley Inc  
Hourly rate will be \$15.75  
Total number of hours will be provided will be 2028.64 and the annual fee \$31,951.08.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	1792.98000	HOURL	\$18.4600	\$33,098.41
Service From	Service To	Manufacturer	Model No	Delivery Date	
2020-07-01	2021-06-30				

**Commodity Line Description:** Janitorial Service: 7/1/20-6/30/21, Wayne Co

**Extended Description:**

Janitorial Services for July 1, 2020 to June 30, 2021 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Prestera Center for Mental Health Services Inc  
Hourly rate will be \$18.46  
Total number of hours will be provided will be 2197.28 and the annual fee \$40,561.80.



STATE OF WEST VIRGINIA  
DEPARTMENT OF HUMAN SERVICES  
BUREAU FOR FAMILY ASSISTANCE  
DIVISION OF PROCUREMENT

Alex J. Mayer  
Cabinet Secretary

Janie Cole  
Commissioner

March 14, 2025

WV Association of Rehabilitation Facilities Inc.  
400 Patterson Ln  
Charleston, WV 25311

Re: Cancellation of Remaining Balance  
PO#: CDO BCF 20000000006

Dear Vendor:

The above referenced Purchase Order in the amount of \$321,553.30 was issued on July 15, 2020. We are requesting your approval to cancel the remaining balance of \$88,752.83 that still exists on purchase order # CDO BCF 20\*006.

Your signature on the line below will acknowledge that you concur with this action and there are no outstanding invoices against this purchase order. Please mail this letter back to my attention at 350 Capitol Street Room 730, Charleston, WV 25301, or email to me at [magen.p.minyard@wv.gov](mailto:magen.p.minyard@wv.gov), or fax it to me at (304) 558-6646. Failure to receive written exception to this cancellation by April 13, 2025 will also constitute your concurrence with our cancellation plan.

This cancellation does not impact current or future contracts which you may have with this office. It pertains to this specific purchase order only.

If you have questions or need additional information, please call me at 304-205-8391.

Sincerely,

Magen Minyard  
Procurement Associate  
Bureau for Family Assistance

DocuSigned by:

*Nita Hobbs*

580067202200408...

Signature

3/17/2025

Date

*ok*  
*Aeth*  
*Green*



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### Business Organization Detail

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#### THE WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	5/8/1973		5/8/1973	Domestic	Non-Profit			

Organization Information			
Business Purpose	5613 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional employer orgs)		Capital Stock 0.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	400 PATTERSON LANE CHARLESTON, WV, 25311
Mailing Address	PO BOX 6784 CHARLESTON, WV, 25362 USA
Notice of Process Address	NITA HOBBS 400 PATTERSON LANE CHARLESTON, WV, 25311
Principal Office Address	400 PATTERSON LANE CHARLESTON, WV, 25311 USA
Type	Address

Officers	
Type	Name/Address
Director	NITA HOBBS 563 BURROUGHS STREET MORGANTOWN, WV, 26505
Incorporator	GEORGE W. KESSINGER 1016 WILKIE DR CHARLESTON, WV, 25301 USA
Incorporator	TIMOTHY J. ATKINSON 180 B. ST KEYSER, WV, 26726 USA
President	JOHN EMPSON 22 CAPITOL STREET CHARLESTON, WV, 25301
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
CROSSROADS INDUSTRIES	TRADENAME	8/28/1995	
WVARF	TRADENAME	9/30/2004	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
3/21/2014	AMENDMENT FILED: SEE IMAGE
6/4/2010	FILED AMENDING BY-LAWS
5/26/2009	AMEND FILED ADDING 501C3 LANGUAGE AND AMENDING BYLAWS
11/18/1995	AMEND; BY LAWS
Date	Amendment

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

Tuesday, April 1, 2025 — 9:19 AM

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