



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: 04-15-2024

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 2745 BCF2000000008 8	Procurement Folder:	741206
Document Name:	CO 1	Reason for Modification:	Change Order No. 1 is issued to cancel the balance per the attached documentation.
Document Description:	BCF REGION 4, WWARF JANITORIAL		
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 8
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 400 PATTERSON LN CHALRESTON WV 25311 US Vendor Contact Phone: 304-205-7970 Extension: 208 Discount Details: <table border="1"> <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: Lesley E Walizer Requestor Phone: (304) 356-4545 Requestor Email: lesley.e.walizer@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">24</div> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
REGIONAL COMPTROLLER - 304-425-8738 HEALTH AND HUMAN RESOURCES BSS - REGION IV DIRECTOR C/O MERCER COUNTY OFFICE 350 DAVIS ST PRINCETON WV 24739 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Total Order Amount:	\$323,465.76
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark A Atkins 4/22/2024</i> ELECTRONIC SIGNATURE ON FILE
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ENCUMBRANCE CERTIFICATION DATE: <i>Lesley E Walizer 4-22-24</i> ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 1 to cancel the balance on the delivery order from \$363,641.82 to \$323,465.76 per attached document.

Original Contract Total: \$363,641.82

Change Order No. 1 Cancellation amount: (\$40,176.06)

New Contract Total: \$323,465.76

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	2999.50060	HOUR	\$20.1800	\$60,529.92
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, Lewisburg,Greenbrier 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: Gateway Industries Inc

Hourly rate will be \$20.18

Total number of hours will be provided will be 3457.12 and the annual fee \$69,764.65.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	2402.00000	HOUR	\$18.0700	\$43,404.14
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, McDowell 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 2604.00 and the annual fee \$47,054.32.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	347.40060	HOUR	\$20.1800	\$7,010.54
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, Monroe 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: Gateway Industries Inc

Hourly rate will be \$20.18

Total number of hours will be provided will be 392.74 and the annual fee \$7,925.49.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	1975.60000	HOUR	\$20.1400	\$39,788.58
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, Nicholas 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: Bright Horizons Inc.

Hourly rate will be \$20.14

Total number of hours will be provided will be 2333.68 and the annual fee \$47,000.33.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	547.65060	HOUR	\$20.1800	\$11,051.59
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, Pocahontas 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: Gateway Industries Inc

Hourly rate will be \$20.18

Total number of hours will be provided will be 576.70 and the annual fee \$11,637.78.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	971.85000	HOUR	\$18.0700	\$17,561.33
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, Summers 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 1160.64 and the annual fee \$20,972.76.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	1200.00000	HOUR	\$20.1400	\$24,168.00
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, Webster 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: Bright Horizons Inc

Hourly rate will be \$20.14

Total number of hours will be provided will be 1240.00 and the annual fee \$24,973.60.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	1664.00090	HOUR	\$18.0700	\$30,068.50
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, Wyoming 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 1864.96 and the annual fee \$33,699.81.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	2282.50000	HOUR	\$18.0700	\$41,244.78
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, Bldg 97 Williamson

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 2522.16 and the annual fee \$45,575.43.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	3202.00000	HOUR	\$15.1900	\$48,638.38
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, Mercer 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: Mercer County Opportunity Industries Inc.

Hourly rate will be \$15.19

Total number of hours will be provided will be 3623.28 and the annual fee \$55,037.61.



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

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Janie Cole
Commissioner

March 11, 2024

WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC
PO BOX 6764
CHARLESTON, WV, 25362

Re: Cancellation of Remaining Balance
PO#: CDO, BCF2000000008

Dear Vendor:

The above referenced Purchase Order in the amount of \$363,641.82 was issued on June 22, 2020. We are requesting your approval to cancel the remaining balance of \$40,176.06 that still exists on purchase order # CDO BCF20*08.

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 Jessica.M.Lynon@wv.gov, or fax it to me at (304) 558-6646. Failure to receive written exception to this cancellation by April 11, 2024 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,

Jessica Lynon
Procurement Associate
Bureau for Family Assistance

DocuSigned by:

Nita Hobbs

4/9/2024

3B00B720DE88468...

Signature

Date

Ok

Althea Greenhowe



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Online Data Services Help

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	5913 - 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 6764 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 583 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	
WWARF	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
11/18/1985	AMEND; BY LAWS
Date	Amendment

Annual Reports	
Filed For	
2024	
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For more information, please contact the Secretary of State's Office at 304-556-8000.

Monday, April 22, 2024 — 1:22 PM

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"the west virginia association of rehabilitation facilities"



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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>02</u> Date: <u>5/20/2024</u> Solicitation No. <u>60#1</u>	Agency: Department of Human Services <hr/> Procurement Officer Submitting Requisition: Lesley Walizer <hr/> Requisition No. CDO BCF20*008 <hr/> PF No.: 741206
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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 www.state.wv.us/admin/purchase/TCP.pdf	<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
10	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"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

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

