



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

State of West Virginia
Contract

Order Date: 11-02-2021

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:	CCT 0613 9906 VET210000002 3	Procurement Folder:	749745
Document Name:	Lawn maintenance State Veterans Cemetery	Reason for Modification:	Change Order No. 1 To renew contract
Document Description:	Lawn maintenance State Veterans Cemetery		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Tara Lyle		
Telephone:	(304) 558-2544		
Email:	tara.l.lyle@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-08-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-07-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000180024			Requestor Name:	Maria A Yoakum
TRUGREEN LP				Requestor Phone:	(304) 558-3661
109 ERSKIN LN				Requestor Email:	maria.a.yoakum@wv.gov
SCOTT DEPOT	WV	25560		<div style="font-size: 48pt; font-weight: bold;">22</div> <div style="font-size: 24pt; font-weight: bold;">FILE LOCATION _____</div>	
US					
Vendor Contact Phone:	4198845346	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
VETERANS AFFAIRS 130 ACADEMY DR DUNBAR WV 25064 US	VETERANS AFFAIRS 130 ACADEMY DR DUNBAR WV 25064 US

Total Order Amount:	\$63,579.70
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara Lyle 11/17/2021</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Gron</i> DATE: <i>11/19/2021</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>[Signature]</i> DATE: <i>11/19/2021</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 1

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal August 1, 2021 through July 31, 2022

Renewal Years/Months Remaining: 2 years

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control - 6 times a year (unit price should include all 6 fertilizations for the year)
Section 4.1.1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Late spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control.
Section 4.1.1.2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early summer fertilization to include broad leaf weed control only
Section 4.1.1.3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Late summer fertilization to include broad leaf weed control only.
Section 4.1.1.4

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early fall fertilization to include broad leaf weed control only.
Section 4.1.1.5

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Fall fertilization to include broad leaf weed control and pre-emergent weed control.
Section 4.1.1.6

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Preventative treatment for sub-surface grub activity
Section 4.1.1.7

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	70111706	0.00000		0.000000	\$12,536.00
Service From	Service To	Manufacturer		Model No	
2020-08-01	2021-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control - 6 times a year (unit price should include all 6 fertilizations for the year)
Section 4.1.1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control - 6 times a year (unit price should include all 6 fertilizations for the year)
Section 4.1.1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Late spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control.
Section 4.1.1.2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early summer fertilization to include broad leaf weed control only
Section 4.1.1.3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Late summer fertilization to include broad leaf weed control only.
Section 4.1.1.4

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early fall fertilization to include broad leaf weed control only.
Section 4.1.1.5

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Fall fertilization to include broad leaf weed control and pre-emergent weed control.
Section 4.1.1.6

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	70111706	0.00000		0.000000	\$2,750.55
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Preventative treatment for sub-surface grub activity
Section 4.1.1.7

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	70111706	0.00000		0.000000	\$12,536.00
Service From	Service To	Manufacturer		Model No	
2021-08-01	2022-07-31				

Commodity Line Description: Lawn Maintenance

Extended Description:

Early spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control - 6 times a year (unit price should include all 6 fertilizations for the year)
Section 4.1.1



Edward A. Diaz
Cabinet Secretary

State of West Virginia
Department of Veterans Assistance

October 22, 2021

Mr. Travis Bays
TruGreen LP
186 Erskin Lane
Scott Depot, WV 25560

Re: CCT 0613 9906 VET2200000002 – Lawn Maintenance State Veterans Cemetery

Mr. Bays,

The State of WV Department of Veteran's Assistance is offering to renew the Lawn Maintenance (Veterans Cemetery) contract for our agency per Central Contract (CCT) 0613 9906 VET2200000002 under the same terms, conditions and pricing.

The ^{TR}final renewal period will begin on August 1, 2021 and expire on July 31, 2022. If TruGreen agrees to this renewal, please sign the below and return this letter as soon as possible.

Attached is a Purchasing Affidavit that is to be part of the purchase order and is required to be signed and dated. In addition, please include a copy of TruGreen's current Certificate of Liability Insurance for our files. Please contact me at 304-558-3661 with any questions. Thank you.

Sincerely,

Heather L. Brunton
Chief Financial Officer

True Green LP. agrees to renew the contract as stated above under the same terms and conditions in the original central master agreement and any change orders thereto.

Signature

10/22/21
Date Signed

Travis Bays, Business Development Representative
Printed Name and Title

Cc: Guy Nisbet, Agency Purchasing Buyer
Enclosure(s): Purchasing Affidavit



Edward A. Diaz
Cabinet Secretary

State of West Virginia
Department of Veterans Assistance

Memo to File

October 25, 2021

Re: CCT 0613 9906 VET2100000001 – TruGreen
Lawn Maintenance State Veterans Cemetery

The Donel C. Kinnard Memorial State Veterans Cemetery has a contract with TruGreen LP to provide lawn maintenance, and fertilization. The initial contract term was effective August 1, 2020 through July 31, 2021, with the option to be renewed for three successive one-year periods. At the end of the initial period, the Vendor's registration had expired, and was flagged as "Prevent New Orders" in wvOasis. We contacted the Vendor (by phone and email), to inform them we cannot proceed with extending the agreement until they are in compliance. The vendor updated their registration as of 10/05/2021, and the wvOasis flag removed shortly thereafter. Once we confirmed they are in good standing, we sent the Vendor the renewal letter and Purchasing Affidavit.

The steps we have taken to ensure agreements are signed timing in the future include:

- Contacting Mark Totten, Purchasing Division Technical Services Manager, to verify the correct individuals from our Agency receive the wvOasis alerts for expiring contracts.
- Regularly generating and reviewing the Business Intelligence PROC-042 Expiring Contracts report.
- Setting up new calendar reminders in Gmail, well before the contract expiration date, to review the contract and send renewal letters as needed.

Sincerely,

Heather L. Brunton
Chief Financial Officer

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