



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

State of West Virginia  
**Master Agreement**

Order Date: 06-10-2022

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CMA 0212 0212 TEMP211 3	<b>Procurement Folder:</b>	751420
<b>Document Name:</b>	STATEWIDE CONTRACT: TEMP211	<b>Reason for Modification:</b>	CO#02: Issued to renew the original contract and publish the award level synopsis (Rev. 7/15/2022) per the attached documents.
<b>Document Description:</b>	TEMPORARY STAFFING SERVICES (Original PF: 738312)		
<b>Procurement Type:</b>	Statewide MA (Open End)		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2020-07-15
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-07-14

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000208791			<b>Requestor Name:</b>	Mark A Atkins
MANPOWER				<b>Requestor Phone:</b>	(304) 558-2307
PO BOX 385				<b>Requestor Email:</b>	mark.a.atkins@wv.gov
HUNTINGTON	WV	257080385			
US				<div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>	
<b>Vendor Contact Phone:</b>	304-525-0391	<b>Extension:</b>	1		
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
ALL STATE AGENCIES	STATE OF WEST VIRGINIA
VARIOUS LOCATIONS AS INDICATED BY ORDER	VARIOUS LOCATIONS AS INDICATED BY ORDER
No City	No City
WV 99999	WV 99999
US	US

**Total Order Amount:** \_\_\_\_\_ **Open End**

Purchasing Division's File Copy

ENTERED

*JUL 6/14/2022*

**PURCHASING DIVISION AUTHORIZATION**  
**DATE:** *Mark Clark - 6/14/2022*  
**ELECTRONIC SIGNATURE ON FILE**

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
**DATE:** *John S. Green*  
**ELECTRONIC SIGNATURE ON FILE**

**ENCUMBRANCE CERTIFICATION**  
*Beverly Toler*  
**DATE:** *6-21-2022*  
**ELECTRONIC SIGNATURE ON FILE**

*6/16/2022*

**Extended Description:**

Change Order #2 is issued for the following:

1. To renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.
2. To publish the updated award level synopsis pricing pages (Revised 7/15/2022).

Effective date of renewal: 07/15/2022 through 07/14/2023.

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111600			HOUR	0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** TEMPORARY EMPLOYEE STAFFING SERVICES

**Extended Description:**

See attached Synopsis Award Spreadsheets for Contract Pricing.



MARK D. SCOTT  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION  
2019 WASHINGTON STREET, EAST  
CHARLESTON, WEST VIRGINIA 25305-0130

W. MICHAEL SHEETS  
DIRECTOR

June 3, 2022

Zach Treister, Director of Development  
Manpower of WV dba Manpower  
POB 385  
Huntington, WV 25708

Subject: WV Statewide Contract No.: CMA 0212 TEMP211 Temporary Staffing Services

The State of West Virginia is offering to renew subject contract under the original terms, conditions, pricing, and authorized change orders. The renewal dates are July 15, 2022 through July 14, 2023. Please mark your renewal position on the corresponding statement and complete the signature information below. Then return this letter to my attention as soon as possible. You may return via email to [Mark.A.Atkins@wv.gov](mailto:Mark.A.Atkins@wv.gov).

We agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

We do not agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

Zach Treister		Director of Development	6/3/22
<i>Print Name</i>	<i>Signature</i>	<i>Title</i>	<i>Date</i>

Please call if you have any questions.

Very truly yours,

*Mark A. Atkins, CPPB*

**Buyer Supervisor, Statewide Contracts**  
West Virginia Department of Administration  
Purchasing Division  
2019 Washington Street, East  
POB 50130  
Charleston, WV 25305-0130  
Phone: 304.558.2307  
Email: [Mark.A.Atkins@wv.gov](mailto:Mark.A.Atkins@wv.gov)

REGION 1:

SYNOPSIS AWARD LEVELS 1-3

TEMP21  
Temporary Staffing Services

Hancock	Brooke	Ohio	Marshall	Wetzel	Monongalia	Marion	Harrison	Dodridge	Gilmer	Pleasants	Calhoun	Wirt	Wood	Tyler	Ritchie
		<b>AWARD LEVEL 1</b>		<b>AWARD LEVEL 2</b>		<b>AWARD LEVEL 3</b>									
<b>CLASSIFICATION</b>	<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>									
Accounting Technician 2	WVAREF	\$ 15.81	Athena Consulting	\$ 12.30	Express Staffing	\$ 13.73									
Administrative Services Assistant 1	WVAREF	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94									
Administrative Services Assistant 2	WVAREF	\$ 16.86	Athena Consulting	\$ 13.15	Express Staffing	\$ 14.02									
Cook	WVAREF	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.67									
Custodian	WVAREF	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30									
Data Entry Operator2	WVAREF	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.74									
Executive Secretary	WVAREF	\$ 17.99	Saunders Staffing	\$ 13.11	Athena Consulting	\$ 14.60									
Groundskeeper	WVAREF	\$ 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30									
Health Service Worker	WVAREF	\$ 14.05	Saunders Staffing	\$ 12.77	Athena Consulting	\$ 14.00									
Laboratroy Assistant 3	Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49									
Laborer	WVAREF	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30									
Mail Runner	WVAREF	\$ 13.36	22nd Century	\$ 12.58	Athena Consulting	\$ 12.30									
Office Assistant 2	WVAREF	\$ 14.41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58									
Office Assistant 3	WVAREF	\$ 15.81	Athena Consulting	\$ 12.40	Saunders Staffing	\$ 12.82									
Paralegal	Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Saunders Staffing	\$ 16.47									
Parking Attendant	WVAREF	\$ 13.36	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.53									
Word Processor	WVAREF	\$ 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58									
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Region 1 Awards:															
<b>CONTRACTS</b>				<b>COUNTIES AWARDED</b>											
CMA 0212 0212 TEMP21A WVAREF				ALL		KEY: RATE \$ HOURLY RATE									
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas				ALL											
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.				ALL											
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.				ALL											
CMA 0212 0212 TEMP21E Moten Tate, Inc.				ALL											
CMA 0212 0212 TEMP21F Express Services, Inc.				ALL											
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.				ALL											
CMA 0212 0212 TEMP21H Jay Kay, Inc.				ALL											
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower				NONE											
Effective Date: 07/15/2022															

REGION 2:

SYNOPSIS AWARD LEVELS 1-3

TEMP21  
Temporary Staffing Services

Mason	Cabell	Wayne	Mingo	Logan	Boone	Lincoln	Kanawha	Putnam	Roane	Jackson				
				<b>AWARD LEVEL 1</b>		<b>AWARD LEVEL 2</b>		<b>AWARD LEVEL 3</b>						
<b>CLASSIFICATION</b>				<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>					
Accounting Technician 2				WVARE	\$ 15.81	Athena Consulting	\$ 12.30	Express	\$ 13.73					
Administrative Services Assistant 1				WVARE	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94					
Administrative Services Assistant 2				WVARE	\$ 16.86	Athena Consulting	\$ 13.15	Express	\$ 14.02					
Cook				WVARE	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.67					
Custodian				WVARE	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30					
Data Entry Operator2				WVARE	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.74					
Executive Secretary				WVARE	\$ 17.99	Saunders Staffing	\$ 12.88	Athena Consulting	\$ 14.60					
Groundskeeper				WVARE	\$ 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30					
Health Service Worker				WVARE	\$ 14.05	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63					
Laboratroy Assistant 3				Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49					
Laborer				WVARE	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30					
Mail Runner				WVARE	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58					
Office Assistant 2				WVARE	\$ 14.43	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58					
Office Assistant 3				WVARE	\$ 15.81	Athena Consulting	\$ 12.40	Saunders Staffing	\$ 12.82					
Paralegal				Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Manpower	\$ 17.43					
Parking Attendant				WVARE	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58					
Word Processor				WVARE	\$ 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58					
Region 2 Awards:														
<b>CONTRACTS</b>						<b>COUNTIES AWARDED</b>		<b>KEY: RATE \$ HOURLY RATE</b>						
CMA 0212 0212 TEMP21A WVARE						ALL								
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas						ALL								
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.						ALL								
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.						ALL								
CMA 0212 0212 TEMP21E Moten Tate, Inc.						ALL								
CMA 0212 0212 TEMP21F Express Services, Inc.						ALL								
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.						ALL								
CMA 0212 0212 TEMP21H Jay Kay, Inc.						ALL								
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower						ALL								
Effective Date: 07/15/2022														



REGION 3:

SYNOPSIS AWARD LEVELS 1-3

TEMP21  
Temporary Staffing Services

Lewis	Upshur	Randolph	Pendelton	Hardy	Grant	Hampshire	Mineral	Morgan	Berkeley	Jefferson	Tucker	Barbour	Taylor	Preston
		<b>AWARD LEVEL 1</b>		<b>AWARD LEVEL 2</b>		<b>AWARD LEVEL 3</b>								
<b>CLASSIFICATION</b>		<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>							
Accounting Technician 2		WVARE	\$ 15.81	Athena Consulting	\$ 12.30	Express	\$ 13.73							
Administrative Services Assistant 1		WVARE	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94							
Administrative Services Assistant 2		WVARE	\$ 16.86	Athena Consulting	\$ 13.15	Express	\$ 14.02							
Cook		WVARE	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.91							
Custodian		WVARE	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30							
Data Entry Operator2		WVARE	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.74							
Executive Secretary		WVARE	\$ 17.09	Saunders Staffing	\$ 12.88	Athena Consulting	\$ 14.60							
Groundskeeper		WVARE	\$ 12.26	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30							
Health Service Worker		WVARE	\$ 14.05	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63							
Laboratory Assistant 3		Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49							
Laborer		WVARE	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30							
Mail Runner		WVARE	\$ 12.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58							
Office Assistant 2		WVARE	\$ 14.41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58							
Office Assistant 3		WVARE	\$ 15.81	Athena Consulting	\$ 12.40	Saunders Staffing	\$ 12.88							
Paralegal		Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Manpower	\$ 17.43							
Parking Attendant		WVARE	\$ 12.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58							
Word Processor		WVARE	\$ 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58							
Region 3 Awards:														
<b>CONTRACTS</b>				<b>COUNTIES AWARDED</b>		<b>KEY: RATE \$</b>		<b>HOURLY RATE</b>						
CMA 0212 0212 TEMP21A WVARE				ALL										
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas				ALL										
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.				ALL										
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.				ALL										
CMA 0212 0212 TEMP21E Moten Tate, Inc.				ALL										
CMA 0212 0212 TEMP21F Express Services, Inc.				ALL										
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.				ALL										
CMA 0212 0212 TEMP21H Jay Kay, Inc.				ALL										
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower				ONLY		Lewis, Upshur, Randolph, Pendelton, Hardy, Grant, Mineral, Tucker, Barbour								
Effective Date: 07/15/2022														

REGION 4:

SYNOPSIS AWARD LEVELS 1-3

TEMP21  
Temporary Staffing Services

Braxton	Clay	Nicholas	Fayette	Raleigh	Wyoming	McDowell	Mercer	Summers	Greenbrier	Pocahontas	Webster	Monroe			
		<b>AWARD LEVEL 1</b>		<b>AWARD LEVEL 2</b>		<b>AWARD LEVEL 3</b>									
<b>Classification</b>		<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>	<b>VENDOR</b>	<b>RATE \$</b>								
Accounting Technician 2		WVAREF	\$ 15.81	Athena Consulting	\$ 12.30	Express	\$ 13.73								
Administrative Services Assistant 1		WVAREF	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94								
Administrative Services Assistant 2		WVAREF	\$ 16.86	Athena Consulting	\$ 13.15	Express	\$ 14.02								
Cook		WVAREF	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.83								
Custodian		WVAREF	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30								
Data Entry Operator2		WVAREF	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.80								
Executive Secretary		WVAREF	\$ 17.90	Saunders Staffing	\$ 13.11	Athena Consulting	\$ 14.60								
Groundskeeper		WVAREF	\$ 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30								
Health Service Worker		WVAREF	\$ 14.05	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63								
Laboratory Assistant 3		Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49								
Laborer		WVAREF	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30								
Mail Runner		WVAREF	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								
Office Assistant 2		WVAREF	\$ 14.41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58								
Office Assistant 3		WVAREF	\$ 15.81	Athena Consulting	\$ 12.40	22nd Century	\$ 12.94								
Paralegal		Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Manpower	\$ 17.43								
Parking Attendant		WVAREF	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								
Word Processor		WVAREF	\$ 14.65	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								
Region 4 Awards:															
<b>CONTRACTS</b>				<b>COUNTIES AWARDED</b>											
CMA 0212 0212 TEMP21A WVAREF				ALL											
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas				ALL											
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.				ALL											
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.				ALL											
CMA 0212 0212 TEMP21E Moten Tate, Inc.				ALL											
CMA 0212 0212 TEMP21F Express Services, Inc.				ALL											
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.				ALL											
CMA 0212 0212 TEMP21H Jay Kay, Inc.				ALL											
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower				ALL											
Effective Date: 07/15/2022															