



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: 10-13-2022

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:	CMA 0403 0012 DBS2300000004 2	Procurement Folder:	1077871
Document Name:	Food, Beverages and Miscellaneous Supplies	Reason for Modification:	Change Order No 1  Issued to add Department 0402 to the master contract, per solicitation specifications.
Document Description:	Food, Beverages and Miscellaneous Supplies		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-08-20
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-08-19

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000200520	Requestor Name:	Tabitha J Crist
A F WENDLING INC		Requestor Phone:	(304) 822-4810
100 WENDLING PLAZA RT 20 S		Requestor Email:	tabitha.crist@k12.wv.us
BUCKHANNON WV 26201			
US			
Vendor Contact Phone:	304-472-5500	Extension:	
Discount Details:			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

**23**

FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST  ROMNEY WV 26757-1894  US	CENTRAL SUPPLY SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST  ROMNEY WV 26757-1894  US

10-14-22 Box

Total Order Amount:	Open End
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**ENTERED**

Purchasing Division's File Copy

*DM* 10-14-2022  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *DM Gallo* 10-14-22  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 DATE: *John & Grace*  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: *Melissa Stiles*  
 ELECTRONIC SIGNATURE ON FILE  
 OCT 17 2022

10/17/2022

**Extended Description:**

Change Order No . 1

Change Order No. 1 is issued to add West Virginia Schools of Diversion and Transition (Department 0402) to the master contract, per solicitation specifications.

No other changes.

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Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	93131607			EA	0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** FOOD, Beverages and Miscellaneous Supplies

**Extended Description:**

Vendor Cost + Markup Percentage shall be the price Agencies pay for purchases of the Eligible Item under this Contract. See the attached Exhibit A Pricing Pages for contract category markup percentages.



1900 Kanawha Boulevard, East, Building 6 • Charleston, WV 25305  
wvde.us

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October 11, 2022

Josh Hager, Senior Buyer  
WV Purchasing Division  
2019 Washington Street, E.  
Charleston, WV 25305

Subject: CMA\_0403\_DBS2300000004-Change Order No. 1

Mr. Hager,

Solicitation CRFQ\_0403\_DBS2300000002 for Food, Beverages and Miscellaneous Supplies was issued for the WV Schools for the Deaf and the Blind (Department 0403) and the WV Schools of Diversion and Transition (Department 0402) see attached.

We are requesting that the WV Schools of Division and Transition (Department 0402) be added to the issued subject contract, allowing the schools to purchase food for their culinary programs.

Sincerely,

Jo Ann Adkins  
Purchasing Manager

cc/CC