



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: 10-17-2022

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:	CDO 0511 2745 BFA2300000005 1	Procurement Folder:	1122060
Document Name:	BFA REGION 4, WVARF JANITORIAL	Reason for Modification:	
Document Description:	BFA REGION 4, WVARF 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 WVRFJAN23 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 710 CENTRAL AVE  CHARLESTON WV 25302-1702  US <b>Vendor Contact Phone:</b> 304-205-7970 <b>Extension:</b> 208  <b>Discount Details:</b> <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			<b>Requestor Name:</b> Lesley E Walizer <b>Requestor Phone:</b> (304) 356-4545 <b>Requestor Email:</b> lesley.e.walizer@wv.gov  <b>23</b> <b>FILE LOCATION</b>
	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  BCF - 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: \$253,284.16

Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION

DATE: *10/26/22*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *Beverly Tolson 10-26-22*  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**  
**BFA REGION 4, WWARF JANITORIAL**

Janitorial Services for November 1, 2022 to June 30, 2023 from WV Association of Rehabilitation Facilities:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	2296.00000	HOUR	\$20.1800	\$46,333.28
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Lewisburg,Greenbrier C

**Extended Description:**  
Janitorial Services for November 1, 2022 to June 30, 2023 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 2296 and the annual fee \$46,333.28.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	1722.00000	HOUR	\$18.0700	\$31,116.54
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, McDowell Co

**Extended Description:**  
Janitorial Services for November 1, 2022 to June 30, 2023 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 1722 and the annual fee \$31,116.54.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	264.00000	HOUR	\$20.1800	\$5,327.52
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Monroe Co

**Extended Description:**  
Janitorial Services for November 1, 2022 to June 30, 2023 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 264 and the annual fee \$5,327.52.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	1558.00000	HOUR	\$20.1400	\$31,378.12
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Nicholas Co

**Extended Description:**  
Janitorial Services for November 1, 2022 to June 30, 2023 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Bright Horizons  
Hourly rate will be \$20.14  
Total number of hours will be provided will be 1558 and the annual fee \$31,378.12.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	384.00000	HOURL	\$20.1800	\$7,749.12
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Pocahontas Co

**Extended Description:**

Janitorial Services for November 1, 2022 to June 30, 2023 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 384 and the annual fee \$7,749.12.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	738.00000	HOURL	\$18.0700	\$13,335.66
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Summers Co

**Extended Description:**

Janitorial Services for November 1, 2022 to June 30, 2023 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 738 and the annual fee \$13,335.66.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	820.00000	HOURL	\$20.1400	\$16,514.80
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Webster Co

**Extended Description:**

Janitorial Services for November 1, 2022 to June 30, 2023 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Bright Horizons

Hourly rate will be \$20.14

Total number of hours will be provided will be 820 and the annual fee \$16,514.80.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	1230.00000	HOURL	\$18.0700	\$22,226.10
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Wyoming Co

**Extended Description:**

Janitorial Services for November 1, 2022 to June 30, 2023 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 1230 and the annual fee \$22,226.10.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	1640.00000	HOUR	\$18.0700	\$29,634.80
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Bldg 97 Williamson

**Extended Description:**

Janitorial Services for November 1, 2022 to June 30, 2023 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 1640 and the annual fee \$29,634.80.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	2378.00000	HOUR	\$15.1900	\$36,121.82
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Mercer Co

**Extended Description:**

Janitorial Services for November 1, 2021 to June 30, 2023 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 2378 and the annual fee \$36,121.82.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	656.00000	HOUR	\$20.6500	\$13,546.40
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-11-01	2023-06-30				

**Commodity Line Description:** Janitorial Service: 11/1/22-6/30/23, Clay Co

**Extended Description:**

Janitorial Services for November 1, 2022 to June 30, 2023 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Clay County Services Unlimited, Inc.

Hourly rate will be \$20.65

Total number of hours will be provided will be 656 and the total fee of \$13,546.40.



**Service Agreement**  
**06.DHR.028.23**

**West Virginia Association of Rehabilitation Facilities, Inc.**

**PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915**

*To give every individual with varying abilities the opportunity to have gainful employment*

**SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Gateway Industries, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4 Lewisburg

**Billing:** DHHR R4 Lewisburg

150 Maplewood Avenue  
Lewisburg, WV 24901  
William Elden Belcher  
304-647-7476

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

<b>Total Agreement Pricing**:</b>	<b>2296.00</b>	<b>Total Hours</b>
	<b>\$46,333.28</b>	<b>Total Cost</b>

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

*Kimberly S. Gabe*  
Approved

DocuSigned by:

*Tara Martinez*

**Tara Martinez**

WVARF, Inc. CEO

10/17/2022

**Date**

*Lesley Walizer*  
**Customer Signature**

*BFA Director of Purchasing*  
**Customer Title**

*Lesley Walizer*  
**Customer Print Name**

10-17-2022  
**Date**



**PRICING**  
**06.DHR.028.23**

*To give every individual with varying abilities the opportunity to have gainful employment.*

**Total Agreement Amount:****Broken Down/Billed As Follows:**[illegible]

**ISSA 612 STANDARD TIMES**

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft²/hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft²/hr
1c	Spray buff	385	Buff	8333	ft²/hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft²/hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft²/hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft² each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft²/hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft²/hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft²/hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft²/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft²/hr
11b	Police Immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft²/hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each





West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

Service Agreement  
11.DHR.032.23

To give every individual with varying abilities the opportunity to have gainful employment

## SERVICE AGREEMENT

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WV ARF)

**Work Performed By\*:** Integrated Resources, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4 McDowell County **Billing:** DHHR R4 McDowell County

840 Virginia Avenue  
Welch, WV 24801  
304-436-8302

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

<b>Total Agreement Pricing**:</b>	<b>1722.00</b>	<b>Total Hours</b>
	<b>\$31,116.54</b>	<b>Total Cost</b>

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WV ARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

Kimberly S. Gobe  
Approved

DocuSigned by:

Tara Martinez

Tara Martinez

WV ARF, Inc. CEO

10/17/2022

Date

Customer Signature

Customer Title

Customer Print Name

Date





**PRICING**  
**11.DHR.032.23**

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## PRICING

**Total Agreement Amount:****Broken Down/Billed As Follows:**[illegible]

**ISSA 612 STANDARD TIMES**

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft <sup>2</sup> /hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft <sup>2</sup> /hr
1c	Spray buff	385	Buff	8333	ft <sup>2</sup> /hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft <sup>2</sup> /hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft <sup>2</sup> /hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft <sup>2</sup> each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft <sup>2</sup> /hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
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Restrooms					
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6c	Clean mirrors, shelving & dispensers				
6d	Sweep Floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft <sup>2</sup> /hr
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Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
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**06.DHR.036.23**

**West Virginia Association of Rehabilitation Facilities, Inc.**

**PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915**

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**Work Performed:** Janitorial

**Site:** DHHR R4 Monroe County

**Billing:** DHHR R4 Monroe County

174 Rt 3 East  
Union, WV 24983  
William Elden Belcher  
304-647-7476

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

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Approved

DocuSigned by:

*Tara Martinez*

Tara Martinez

WVARF, Inc. CEO

10/17/2022

Date

*Lesley Halizer*  
Customer Signature

*BFA Director of Purchasing*  
Customer Title

*Lesley Halizer*  
Customer Print Name

*10-17-2022*  
Date

[illegible]

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11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft <sup>2</sup> /hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



**Service Agreement**  
**17.DHR.035.23**

**West Virginia Association of Rehabilitation Facilities, Inc.**

**PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915**

*To give every individual with varying abilities the opportunity to have gainful employment*

**SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** The Sheltered Workshop of Nicholas County, Inc. dba Bright Horizons

**Work Performed:** Janitorial

**Site:** DHHR R4 Nicholas County **Billing:** DHHR R4 Nicholas County

707 Professional Park  
Summersville, WV 26651  
Patty Martin  
304-872-0803

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

**Total Agreement Pricing\*\*:** 1558.00 **Total Hours**  
\$31,378.12 **Total Cost**

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

*Kimberly S. Gobe*  
Approved

DocuSigned by:

*Tara Martinez*

Tara Martinez  
WVARF, Inc. CEO

10/17/2022

Date

*Lesley Walizer*  
Customer Signature

*BFA Director of Purchasing*  
Customer Title

*Lesley Walizer*  
Customer Print Name

10-17-2022  
Date



**PRICING**  
**17.DHR.035.23**

*To give every individual with varying abilities the opportunity to have gainful employment*

## PRICING

**Total Agreement Amount:****Broken Down/Billed As Follows:**[illegible]



**ISSA 612 STANDARD TIMES**

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft²/hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft²/hr
1c	Spray buff	385	Buff	8333	ft²/hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft²/hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft²/hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft² each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft²/hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft²/hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep Floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft²/hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft²/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft²/hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft²/hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



**Service Agreement**  
**06.DHR.029.23**

**West Virginia Association of Rehabilitation Facilities, Inc.**

**PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915**

*To give every individual with varying abilities the opportunity to have gainful employment*

**SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Gateway Industries, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4  
Pocahontas Co.  
211 Valhalla Lane  
Marlinton, WV 24954  
William Elden Belcher  
304-647-7476

**Billing:** DHHR R4  
Pocahontas Co.  
350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

**Total Agreement Pricing\*\*:** 384.00 **Total Hours**  
\$7,749.12 **Total Cost**

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

*Kimberly S. Gobe*  
Approved

DocuSigned by:

*Tara Martinez*

Tara Martinez  
WVARF, Inc. CEO

10/17/2022

Date

*Lesley Walizer*  
Customer Signature

*Lesley Walizer*  
Customer Print Name

*BFA Director of Purchasing*  
Customer Title

10-17-2022  
Date



**PRICING**  
06.DHR.029.23

*To give every individual with varying abilities the opportunity to have gainful employment*

**Total Agreement Amount:****Broken Down/Billed As Follows:**[illegible]

**ISSA 612 STANDARD TIMES**

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft²/hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft²/hr
1c	Spray buff	385	Buff	8333	ft²/hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft²/hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft²/hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft² each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft²/hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft²/hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft²/hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft²/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft²/hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft²/hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

**Service Agreement**  
**11.DHR.30.23**

*To give every individual with varying abilities the opportunity to have gainful employment*

## **SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Integrated Resources, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4 Summers County **Billing:** DHHR R4 Summers County

320 Summers Street, Suite A  
Hinton, WV 25951  
304-466-2814

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

**Total Agreement Pricing\*\*:** 738.00 **Total Hours**  
\$13,335.66 **Total Cost**

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

Kimberly S. Gabe  
Approved

DocuSigned by:

Tara Martinez

Tara Martinez

WVARF, Inc. CEO

10/17/2022

Date

Customer Signature

Customer Title

Customer Print Name

Date



**Phone: (304) 205-7970**

**Fax: (304) 205-7915**

**11.DHR.30.23**

*To give every individual with varying abilities the opportunity to have gainful employment*

**Total Agreement Amount:**

**Broken Down/Billed As Follows:**

[illegible]

## ISSA 612 STANDARD TIMES

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft²/hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft²/hr
1c	Spray buff	385	Buff	8333	ft²/hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft²/hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft²/hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft² each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft²/hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft²/hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep Floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft²/hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft2/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft²/hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft²/hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each





**Service Agreement**  
**17.DHR.033.23**

**West Virginia Association of Rehabilitation Facilities, Inc.**

**PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915**

*To give every individual with varying abilities the opportunity to have gainful employment*

**SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** The Sheltered Workshop of Nicholas County, Inc. dba Bright Horizons

**Work Performed:** Janitorial

**Site:** DHHR R4 Webster County **Billing:** DHHR R4 Webster County

110 N Main Street Suite 201  
Webster Springs, WV 26288  
Patty Martin

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

**Total Agreement Pricing\*\*:** 820.00 **Total Hours**  
\$16,514.80 **Total Cost**

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

Kimberly S. Gabe  
Approved

DocuSigned by:

Tara Martinez

Tara Martinez  
WVARF, Inc. CEO

10/17/2022

Date

Customer Signature

Customer Title

Customer Print Name

Date



*To give every individual with varying abilities the opportunity to have gainful employment.*

**Total Agreement Amount:**

**Broken Down/Billed As Follows:**[illegible]

## ISSA 612 STANDARD TIMES

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft <sup>2</sup> /hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft <sup>2</sup> /hr
1c	Spray buff	385	Buff	8333	ft <sup>2</sup> /hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft <sup>2</sup> /hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft <sup>2</sup> /hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft <sup>2</sup> each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft <sup>2</sup> /hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep Floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft <sup>2</sup> /hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft2/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft <sup>2</sup> /hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft <sup>2</sup> /hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft <sup>2</sup> /hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft <sup>2</sup> /hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362

Phone: (304) 205-7970

Fax: (304) 205-7915

## Service Agreement

11.DHR.031.23

*To give every individual with varying abilities the opportunity to have gainful employment*

### SERVICE AGREEMENT

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Integrated Resources, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4 Wyoming County

**Billing:** DHHR R4 Wyoming County

HC 72, Box 300, Rt 97  
Pineville, WV 24874  
304-732-6900

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

<b>Total Agreement Pricing**:</b>	<b>1230.00</b>	<b>Total Hours</b>
	<b>\$22,226.10</b>	<b>Total Cost</b>

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

Kimberly S. Gobe  
Approved

DocuSigned by:

Tara Martinez

Tara Martinez  
WVARF, Inc. CEO

10/17/2022

Date

Customer Signature

Lestey Walizer  
Customer Print Name

BFA Director of Purchasing  
Customer Title

Date

10-17-2022



**PRICING**  
**11.DHR.031.23**

*To give every individual with varying abilities the opportunity to have gainful employment*

**Total Agreement Amount:****Broken Down/Billed As Follows:**[illegible]

## ISSA 612 STANDARD TIMES

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft <sup>2</sup> /hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft <sup>2</sup> /hr
1c	Spray buff	385	Buff	8333	ft <sup>2</sup> /hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft <sup>2</sup> /hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft <sup>2</sup> /hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft <sup>2</sup>
3b	Replace Liner	178-177	Reline Basket	0.50	each
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft <sup>2</sup> /hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep Floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft <sup>2</sup> /hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft <sup>2</sup> /hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft <sup>2</sup> /hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft <sup>2</sup> /hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft <sup>2</sup> /hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft <sup>2</sup> /hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



West Virginia Association of Rehabilitation Facilities, Inc.

**Service Agreement**

**11.DHR.097.23**

PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

*To give every individual with varying abilities the opportunity to have gainful employment*

**SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Integrated Resources, Inc.

**Work Performed:** Janitorial

**Site:** DHHR Building 97

Williamson

203 East Third Avenue

Williamson, WV 25661

Aanthony Walizer

304-356-4098

**Billing:** DHHR Building 97

350 Davis Street

Princeton, WV 24739

tammy.d.garten@wv.gov

304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

<b>Total Agreement Pricing**:</b>	<b>1640.00</b>	<b>Total Hours</b>
	<b>\$29,634.80</b>	<b>Total Cost</b>

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

Kimberly S. Gobe  
Approved

DocuSigned by:

Tara Martinez

Tara Martinez

WVARF, Inc. CEO

10/17/2022

Date

Customer Signature

Lesley Walizer  
Customer Print Name

Customer Title

Date

BFA Director of Purchasing

10-17-2022





**11.DHR.097.23**

*To give every individual with varying abilities the opportunity to have gainful employment*

**Total Agreement Amount:**

**Broken Down/Billed As Follows:**

			POSITION & HOURLY RATE											
	<b>Agreement Total</b>		<b>Janitor \$18.07</b>										<b>Total</b>	
	<b>Days</b>	<b>Weeks</b>	<b>Monthly Hours</b>	<b>Monthly Cost</b>									<b>Monthly Hours</b>	<b>Monthly Cost</b>
<b>Nov 2022</b>	<b>19</b>	<b>5</b>	<b>190.00</b>	<b>\$3,433.30</b>									<b>190.00</b>	<b>\$3,433.30</b>
<b>Dec 2022</b>	<b>21</b>	<b>4</b>	<b>210.00</b>	<b>\$3,794.70</b>									<b>210.00</b>	<b>\$3,794.70</b>
<b>Jan 2023</b>	<b>20</b>	<b>4</b>	<b>200.00</b>	<b>\$3,614.00</b>									<b>200.00</b>	<b>\$3,614.00</b>
<b>Feb 2023</b>	<b>19</b>	<b>4</b>	<b>190.00</b>	<b>\$3,433.30</b>									<b>190.00</b>	<b>\$3,433.30</b>
<b>Mar 2023</b>	<b>23</b>	<b>5</b>	<b>230.00</b>	<b>\$4,156.10</b>									<b>230.00</b>	<b>\$4,156.10</b>
<b>Apr 2023</b>	<b>20</b>	<b>4</b>	<b>200.00</b>	<b>\$3,614.00</b>									<b>200.00</b>	<b>\$3,614.00</b>
<b>May 2023</b>	<b>22</b>	<b>5</b>	<b>220.00</b>	<b>\$3,975.40</b>									<b>220.00</b>	<b>\$3,975.40</b>
<b>Jun 2023</b>	<b>20</b>	<b>4</b>	<b>200.00</b>	<b>\$3,614.00</b>									<b>200.00</b>	<b>\$3,614.00</b>
	<b>164</b>	<b>35</b>											<b>200.00</b>	<b>\$3,614.00</b>

## ISSA 612 STANDARD TIMES

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft²/hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	9571	ft²/hr
1c	Spray buff	385	Buff	8333	ft²/hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft²/hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft²/hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft² each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft²/hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft²/hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft²/hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft²/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft²/hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft²/hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



## Service Agreement

15.DHR.040.23

West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

*To give every individual with varying abilities the opportunity to have gainful employment*

### SERVICE AGREEMENT

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Mercer County Opportunity Industries, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4 Mercer County  
Office  
350 Davis Street  
Princeton, WV 24740

**Billing:** DHHR R4 Mercer County  
Office  
350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

<b>Total Agreement Pricing**:</b>	<b>2378.00</b>	<b>Total Hours</b>
	<b>\$36,121.82</b>	<b>Total Cost</b>

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

Kimberly S. Gobe  
Approved

DocuSigned by:

Tara Martinez

Tara Martinez  
WVARF, Inc. CEO

10/17/2022

Date

Lesley Walizer

Customer Signature

BFA Director of Purchasing

Customer Title

Lesley Walizer

Customer Print Name

10-17-2022

Date



**PRICING**  
**15.DHR.040.23**

To give every individual with varying abilities the opportunity to have gainful employment

**Total Agreement Amount:****Broken Down/Billed As Follows:**[illegible]

## ISSA 612 STANDARD TIMES

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft²/hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft²/hr
1c	Spray buff	385	Buff	8333	ft²/hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft²/hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft²/hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft²/hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft² each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft²/hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft²/hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft²/hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft²/hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft²/hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft²/hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft²/hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft²/hr
11b	Police Immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft²/hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft²/hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each



**Service Agreement**  
**02.DHR.034.23**

**West Virginia Association of Rehabilitation Facilities, Inc.**

**PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915**

*To give every individual with varying abilities the opportunity to have gainful employment*

**SERVICE AGREEMENT**

**Contractor:** West Virginia Association of Rehabilitation Facilities, Inc. (WVARF)

**Work Performed By\*:** Clay County Services Unlimited, Inc.

**Work Performed:** Janitorial

**Site:** DHHR R4 Clay

**Billing:** DHHR R4 Clay County

94 Main Street  
Clay, WV 25043  
Joe Johnson  
304-765-7344

350 Davis Street  
Princeton, WV 24739  
tammy.d.garten@wv.gov  
304-425-8738

**Period of Agreement:** 11/1/2022 to 6/30/2023

<b>Total Agreement Pricing**:</b>	<b>656.00</b>	<b>Total Hours</b>
	<b>\$13,546.40</b>	<b>Total Cost</b>

- Please reference the attached *Pricing* documentation sheet that provides a detailed, monthly, breakdown of the pricing and billing.
- Please reference the attached *Terms of Agreement* and *Workloading* documentation sheets that provide a detailed breakdown of the scope of work.

\*Work to be performed by the listed CRP or a comparable CRP as determined by WVARF

\*\*If choosing to pay by P-Card, a 3% P-Card fee will be added to the invoice.

*Kimberly S. Gobe*  
Approved

DocuSigned by:

*Tara Martinez*

Tara Martinez  
WVARF, Inc. CEO

10/17/2022

Date

*Lesley Wolizer*  
Customer Signature

*BFA Director of Purchasing*  
Customer Title

*Lesley Wolizer*  
Customer Print Name

10-17-2022  
Date





## ISSA 612 STANDARD TIMES

Scope of Work #	Scope of Work Description	ISSA #	ISSA Description	ISSA Time	
Hard Surface Floors					
1a	Sweep and/or dust mop	486	Sweep w/ 24" Push Broom	3896	ft <sup>2</sup> /hr
1b	Damp mop	369	Damp Mop w/ 12oz Mop Head using Single Bucket & Wringer	3571	ft <sup>2</sup> /hr
1c	Spray buff	385	Buff	8333	ft <sup>2</sup> /hr
Carpeted Floors					
2a	Spot Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2b	Thorough Vacuum	295	Vacuum w/ 12" Upright Vacuum	2239	ft <sup>2</sup> /hr
2c	Spot clean (track in or spillage)	294	Spot Sweep w/ 10" Upright Vacuum	12000	ft <sup>2</sup> /hr
2e	Thorough Vacuum Walk-Off Mats	91	Mats	2000	ft <sup>2</sup> /hr
Trash Removal					
3a	Empty Waste Basket	177	Empty Trash/Wipe Clean	1	min/2ft <sup>2</sup> each
3b	Replace Liner	178-177	Reline Basket	0.50	
Furniture, Cabinets, Countertops					
4a	Spot dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4b	Thorough dust horizontal & vertical surfaces	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
4d	Vacuum upholstered furniture	81	Vacuum Upholstered Furniture	714	ft <sup>2</sup> /hr
Heating & A/C Registers					
5a	Dust	69	Dust w/ treated cloth	5000	ft <sup>2</sup> /hr
5b	Wash registers	546	Wash	0.50	min/each
Restrooms					
6a	Clean & Disinfect commodes & urinals	229	Restrooms	27	min/9 fixtures
6b	Clean & Disinfect sinks				
6c	Clean mirrors, shelving & dispensers				
6d	Sweep Floors				
6e	Mop floors with disinfectant				
6f	Clean walls adjacent to fixtures				
6g	Clean restroom walls				
6h	Stock disposals				
Walls & Woodwork					
7a	Remove fingerprints & dirt from doors, frames, & switch plates	67	Damp wipe surface	3215	ft <sup>2</sup> /hr
7b	Clean baseboards	67	Damp wipe surface	3215	ft <sup>2</sup> /hr
Drinking Fountain					
8a	Clean & disinfect all surfaces	183	Clean fountain	0.50	min/each
Glass Door/Window Washing					
10a-b	Exterior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
10c-d	Interior Glass Doors/Panels	84	Clean using Trigger Sprayers & Cloth (2Sides) 3 minutes each	840	ft <sup>2</sup> /hr
10e	Interior Windows	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft <sup>2</sup> /hr
10f	Exterior Windows (1st floor only)	563	Interior & Exterior: Wash w/ Trigger Sprayer & Cloth	526	ft <sup>2</sup> /hr
Other Operations					
11a	Wash Light fixtures	540	Damp wipe with trigger sprayer and cloth using ladder	3000	ft <sup>2</sup> /hr
11b	Police immediate entrance area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11c	Police sidewalks & parking area	179	Pick Up Loose Debris w/ Pan & Porter Broom/Scrape Gum	3333	ft <sup>2</sup> /hr
11d	Carry trash to pickup point	590	Remove Trash to Designated Area	60000	ft <sup>2</sup> /hr
12a	Stair Flights	588	Dust mop/vacuum stairs and landing w/ 24" dust mop and pick up debris	8.0	min/flight
12b	Elevators	589	Elevator	10	min/each