



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: 11-15-2022

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 0803 0558 DOT2300000017 1	Procurement Folder:	1136166
Document Name:	05230190 - I-81TRUCK STOP/REST AREA JANITORIAL	Reason for Modification:	
Document Description:	05230190 - I-81TRUCK STOP/REST AREA JANITORIAL		
Procurement Type:	Central Delivery Order		
Buyer Name:	John W Estep		
Telephone:	304-558-2566		
Email:	john.w.estep@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 WVARF23 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC PO BOX 6764 CHARLESTON WV 25362 US Vendor Contact Phone: 304-205-7970 Extension: 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: Laranda L Baldwin Requestor Phone: (304) 289-3521 Requestor Email: laranda.l.baldwin@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">23</div> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS DISTRICT FIVE PO BOX 99 BURLINGTON WV 26710 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

Total Order Amount:	\$420,729.10
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark Cut</i> 11/17/2022 ELECTRONIC SIGNATURE ON FILE
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ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tolson</i> 11/18/22 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

05230190 - I-81TRUCK STOP/REST AREA JANITORIAL

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	1210.00000	HOUR	\$25.3900	\$30,721.90
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2022-11-30	

Commodity Line Description: I-81 TRUCK STOP

Extended Description:

See Exhibit_A Pricing Pages for Contract Items and Pricing.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	5808.00000	HOUR	\$67.1500	\$390,007.20
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2022-11-30	

Commodity Line Description: I-81 NORTH AT BUNKER HILL & SOUTH AT MARLOW

Extended Description:

See Exhibit_A Pricing Pages for Contract Items and Pricing.



Service Agreement
29.DOH.055.23

West Virginia Association of Rehabilitation Facilities, Inc.
PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

SERVICE AGREEMENT

Contractor: West Virginia Association of Rehabilitation Facilities, Inc.
Work Performed By: Horizon Goodwill Industries, Inc.
Work to be Performed: Custodial/Grounds
Contract Site: DOH Rest Area
I-81 Truck Stop
Customer Contact: Carla Rotsch
Period of Contract: November 1, 2022 - June 30, 2023

	<u>Est. Hours</u>			<u>Rate</u>			
Total Period Amount:	1,210	x	\$	25.39	=	\$30,721.90	annually

Billed Monthly As Follows:

2022	Days	Hours	Cost	2023	Days	Hours	Cost
				January	31	155	\$3,995.45
				February	28	140	\$3,554.60
				March	31	155	\$3,995.45
				April	30	150	\$3,808.50
November	30	150	\$3,808.50	May	31	155	\$3,995.45
December	31	155	\$3,995.45	June	30	150	\$3,808.50

Notes:

- WVARF agrees to provide services for the above amount as the "Fair Market Price" approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.
- 1.Grass cut once a week. 2. Need to trim weeds. 3. Five trash cans outside in the lot. 4. Pick up trash off of the lot and grounds. 5. Snow removal needs to be done around the bathroom building.
- The restrooms shall be cleaned no less than twice per day and checked three times per day during daylight hours for safety.
- The State agency agrees to furnish disposable items, including but not limited to: toilet tissue, paper towels, liquid hand soap, and trash liners.

DocuSigned by:

 Tara Martinez
 CEO
 WVARF, Inc.

10/21/2022
 Date


 Signature for the State Agency

 Print Name for the State Agency

10/24/22
 Date

RECEIVED
 OCT 24 2022
 BUSINESS MANAGER'S
 OFFICE

REST AREA PRICING

AGREEMENT: 29.DOH.055.23

CRP: Horizon Goodwill Industries, Inc.

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: I-81 Truck Stop

A. BUILDING DESCRIPTION

Total Lawn Acreage	2.00
North Acreage	0
South Acreage	2
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 15.66	15.66
Supervisor Taxes	13.33%	1.133
Direct Labor Wage	\$ 11.78	10.11
Direct Labor Taxes	13.33%	1.133

C. Staffing Plan

Daily Time Allocation - Supervision	1.00	
Daily Time Allocation - Direct Labor	4.00	Extra 40 hrs/unit/week
	0.000	
Total Time per day	5.00	
Vacation-sick Supervisors (days)	30	
Vacation-sick Direct Labor (days)	30	

D. Monthly Direct Costs

Supervision Wage + Tax	\$ 540.50
Supervision Vacation + Sick	\$ 44.36
Direct Labor Wage + Tax	\$ 1,626.34
Direct Labor Vacation + Sick	\$ 133.47
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 2,344.67

E. Supplies and Equipment - per month

Supplies	\$ -		
Equipment	\$ 516.95		
Telephone	\$ 125.00		
Uniforms	\$ 90.00		
Gas and Oil	\$ 18.33	\$110 per acre	\$100
Maintenance Lawn Equipment	\$ 18.33	\$ 768.61	\$110 per acre \$100

F. Overhead and Burden

9.5%	\$ 307.84
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G. Additional labor not included in the DL hours above.

	\$ 127.10
Extra Lawn Care 250 hours	\$ 3,336.69

H. Annual Price to Customer \$ 30,721.90
WVARF Fee
 (included in annual price above) \$ 1,258.40 annual

I. Contract Period November 1, 2022 - June 30, 2023

J. Notes

- A. Disposables Supplied by the State
- B. Use of mobile crews authorized.

WVARF agrees to provide the above service for the amount indicated as approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

MAJOR & MINOR EQUIPMENT

AGREEMENT: 29.DOH.055.23

CRP: Horizon Goodwill Industries, Inc.

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: I-81 Truck Stop

NO.	DESCRIPTION	USEFUL LIFE	% USED ON CONTRACT	NO OF UNITS	UNIT PRICE*	TOTAL TO BE DEPRECIATED
	MAJOR					
1	Rider Mower	5	100%	1	\$ 15,656.00	\$ 3,131.20
2	No-Touch Restroom Cleaning System	2	100%	0	\$ 3,995.00	\$ -
3	Commercial Weed Trimmer	2	100%	2	\$ 350.00	\$ 350.00
4	Lawn Trailer	5	100%	0	\$ 1,300.00	\$ -
5	Low speed buffer, 175 rpm	5	100%	0	\$ 1,300.00	\$ -
6	Salt/Seed/Fertilizer Spreader	3	100%	1	\$ 300.00	\$ 100.00
7	Back Pack Blower	2	100%	1	\$ 767.00	\$ 383.50
8	Hose Reel/Hose	3	100%	1	\$ 441.00	\$ 147.00
9	Mop/Bucket system	1	100%	1	\$ 200.00	\$ 200.00
10	Tilt Truck rest area	5	100%	0	\$ 640.00	\$ -
11	Push Mower	2	100%	1	\$ 400.00	\$ 200.00
12	Wet/Dry Vac	1	100%	1	\$ 700.00	\$ 700.00
13	Comunication Equipment	1	100%	1	\$ 125.00	\$ 125.00
14	Snow blower /Plow	3	100%	1	\$ 2,000.00	\$ 666.67
15	Ladder	1	100%	1	\$ 200.00	\$ 200.00
16		1	100%	0	\$ -	\$ -
17		1	100%	0	\$ -	\$ -
18		1	100%	0	\$ -	\$ -
19		1	100%	0	\$ -	\$ -
20		1	100%	0	\$ -	\$ -
21		1	100%	0	\$ -	\$ -
22		1	100%	0	\$ -	\$ -
23		1	100%	0	\$ -	\$ -
		1	100%	0	\$ -	\$ -
					Annual	\$ 6,203.37
					Monthly	\$ 516.95

EXPENDABLE SUPPLIES**AGREEMENT:** 29.DOH.055.23**CRP:** Horizon Goodwill Industries, Inc.**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** I-81 Truck Stop

NO.	DESCRIPTION	UNIT	NO. OF UNITS	PRICE PER UNIT	ANNUAL PRICE
1	1st Aid Kits	ea	1	\$250.00	\$250.00
2	Peroxide/ Bathroom cleaner	gal	8	\$25.00	\$200.00
3	Weed Trimmer Line	roll	1	\$40.00	\$40.00
4	Bowl Cleaner	cs/12	2	\$42.53	\$85.06
5	Biohazard Kits	ea	3	\$32.64	\$97.92
6	Nifty Nabber	ea	1	\$45.05	\$45.05
7	Bowl brush	ea	2	\$2.79	\$5.58
8	Push Broom Street 36	ea	2	\$40.00	\$80.00
9	Broom, house	ea	0	\$4.49	\$0.00
10	Broom handle	ea	0	\$4.57	\$0.00
11	Disinfectant	gal	4	\$25.00	\$100.00
12	Matting	ea	0	\$25.00	\$0.00
13	Supervisor Travel	ea	1	\$1,500.00	\$1,500.00
14	Postage/Copying/faxing	ea	1	\$200.00	\$200.00
15	Nifty Nabber	ea	2	\$29.00	\$58.00
16	Visa Versa	ea	1	\$34.00	\$34.00
17	Telescoping Pole	ea	1	\$180.00	\$180.00
27	Glass cleaner	ea	1	\$89.00	\$89.00
28			0		\$0.00
29			0		\$0.00
30	Latex gloves	box/100	20	\$12.00	\$240.00
31		ea	0	\$0.00	\$0.00
32	Lobby pan/broom combo	ea	1	\$38.00	\$38.00
33	Wet Mops	cs/5	4	\$16.00	\$64.00
34	Mop handle	ea	3	\$30.00	\$90.00
35	Mop Bucket w/Ringer/Casters	ea	1	\$180.00	\$180.00
36		0	0	\$0.00	\$0.00
37	Razor Blade Stick	ea	1	\$21.96	\$21.96
38	Razor Blades	pk/10	1	\$9.73	\$9.73
39	Spray bottles	ea	24	\$1.82	\$43.68
40			0	\$32.64	\$0.00
41	Spray Disinfectant	cs	2	\$60.00	\$120.00
42		0	0	\$6.15	\$0.00
43		0	0	\$69.02	\$0.00
44		ea	0	\$2.69	\$0.00
45		0	0	\$26.15	\$0.00
46		0	0	\$20.30	\$0.00
47		pk	0	\$0.00	\$0.00
48		ea	0	\$0.00	\$0.00
TOTAL EXPENDABLE SUPPLIES					\$3,771.98



Service Agreement
03.HRA.010.23

West Virginia Association of Rehabilitation Facilities, Inc.
PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

SERVICE AGREEMENT

Contractor: West Virginia Association of Rehabilitation Facilities, Inc.
Work Performed By: Developmental Center & Workshop, Inc.
Work to be Performed: Custodial / Grounds
Contract Site: DOH Rest Area
I-81 North at Bunker Hill & South at Marlow both w/ Welcome Centers
Customer Contact: Caria Rotsch
Period of Contract: November 1, 2022 - June 30, 2023

	Est. Hours	x	Approved Rate	=	
Total Period Amount:	5,808		\$67.15		\$390,007.20

Billed Monthly As Follows:

2022	Days	Hours	Cost	2023	Days	Hours	Cost
				January	31	744	\$49,959.60
				February	28	672	\$45,124.80
				March	31	744	\$49,959.60
				April	30	720	\$48,348.00
November	30	720	\$48,348.00	May	31	744	\$49,959.60
December	31	744	\$49,959.60	June	30	720	\$48,348.00

Notes:

- WV ARF agrees to provide services for the above amount as the "Fair Market Price" approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.
- The State agency agrees to furnish disposable items, including but not limited to: toilet tissue, paper towels, liquid hand soap, and trash liners.

DocuSigned by:

 Tara Martinez
 CEO
 WVARF, Inc.

10/26/2022

 Date

Signature for the State Agency

 Print Name for the State Agency

11-2-22

 Date

03.HRA.010.23 Marlow-Bunker Hill

RECEIVED
 NOV 02 2022
 BUSINESS MANAGER'S
 OFFICE

REST AREA PRICING

AGREEMENT: 03.HRA.010.23

CRP: Developmental Center, Keyser

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-81 North at Bunker Hill & South at Marlow both w/ Welcome Centers

A. BUILDING DESCRIPTION

Total Lawn Acreage	27.51
North Acreage	17.24
South Acreage	10.27
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 16.67	15.66
Supervisor Taxes	11.33%	1.133
Direct Labor Wage	\$ 11.78	
Direct Labor Taxes	11.33%	1.133

C. Staffing Plan

Daily Time Allocation - Supervision	16.00	
Daily Time Allocation - Direct Labor	59.43	Extra 40 hrs/unit/week
	0.000	
Total Time per day	75.43	
Vacation-sick Supervisors (days)	30	
Vacation-sick Direct Labor (days)	30	

D. Monthly Direct Costs

Supervision Wage + Tax	\$ 9,205.83
Supervision Vacation + Sick	\$ 755.48
Direct Labor Wage + Tax	\$ 24,163.42
Direct Labor Vacation + Sick	\$ 1,982.99
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 36,107.72

E. Supplies and Equipment - per month

Supplies	\$ 884.52		
Equipment	\$ 1,701.23		
Telephone	\$ 211.17		
Uniforms	\$ 326.67		
Gas and Oil	\$ 252.18	\$110 per acre	\$100
Maintenance Lawn Equipment	\$ 252.18	\$110 per acre	\$100

F. Overhead and Burden

9.5%	\$ 3,977.76
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G. Additional labor not included in the DL hours above.

Additional 20 days per year	\$ 2,135.48
Extra Lawn Care 2,874 hours	\$ 38,358.53

H. Annual Price to the State \$ 390,007.20 annual

WVART Fee

(Included in annual price above) \$ 15,972.00

I. Contract Period November 1, 2022 - June 30, 2023

J. Notes

- A. Disposables Supplied by the State
- B. Use of mobile crews authorized.

WVART agrees to provide the above service for the amount indicated as approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

MAJOR & MINOR EQUIPMENT

AGREEMENT: 03.HRA.010.23

CRP: Developmental Center, Keyser

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-81 North at Bunker Hill & South at Marlow both w/ Welcome Centers

NO.	DESCRIPTION	USEFUL LIFE	% USED ON CONTRACT	NO OF UNITS	UNIT PRICE*	TOTAL TO BE DEPRECIATED
	MAJOR					
1	Rider Mower	5	100%	1	\$ 15,656.00	\$ 3,131.20
2	No-Touch Restroom Cleaning System	2	100%	1	\$ 3,995.00	\$ 1,997.50
3	Commercial Weed Trimmer	2	100%	2	\$ 350.00	\$ 350.00
4	Lawn Trailer	5	100%	1	\$ 1,300.00	\$ 260.00
5	Low speed buffer, 175 rpm	5	100%	1	\$ 1,300.00	\$ 260.00
6	Salt/Seed/Fertilizer Spreader	3	100%	1	\$ 300.00	\$ 100.00
7	Back Pack Blower	2	100%	2	\$ 767.00	\$ 767.00
8	Hose Reel/Hose	3	100%	1	\$ 441.00	\$ 147.00
9	Mop/Bucket system	1	100%	1	\$ 200.00	\$ 200.00
10	Tilt Truck rest area	5	100%	1	\$ 640.00	\$ 128.00
11	Push Mower	2	100%	2	\$ 400.00	\$ 400.00
12	Wet/Dry Vac	1	100%	1	\$ 700.00	\$ 700.00
13	Communication Equipment	1	100%	1	\$ 900.00	\$ 900.00
14	Snow blower /Plow	3	100%	1	\$ 2,000.00	\$ 666.67
15	Ladder	1	100%	1	\$ 200.00	\$ 200.00
16		1	100%	0	\$ -	\$ -
17		1	100%	0	\$ -	\$ -
18		1	100%	0	\$ -	\$ -
19		1	100%	0	\$ -	\$ -
20		1	100%	0	\$ -	\$ -
21		1	100%	0	\$ -	\$ -
22		1	100%	0	\$ -	\$ -
23		1	100%	0	\$ -	\$ -
		1	100%	0	\$ -	\$ -
					Annual	\$ 10,207.37
					Monthly	\$ 850.61

EXPENDABLE SUPPLIES**AGREEMENT:** 03.HRA.010.23**CRP:** Developmental Center, Keyser**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - I-81 North at Bunker Hill & South at Marlow both w/ Welcome Centers

NO.	DESCRIPTION	UNIT	NO. OF UNITS	PRICE PER UNIT	ANNUAL PRICE
1	1st Aid Kits	ea	1	\$250.00	\$250.00
2	Peroxide/ Bathroom cleaner	gal	26	\$25.00	\$650.00
3	Weed Trimmer Line	roll	1	\$40.00	\$40.00
4	Bowl Cleaner	cs/12	2	\$42.53	\$85.06
5	Biohazard Kits	ea	3	\$32.64	\$97.92
6	Nifty Nabber	ea	1	\$45.05	\$45.05
7	Bowl brush	ea	6	\$2.79	\$16.74
8	Push Broom Street 36	ea	2	\$40.00	\$80.00
9	Broom, house	ea	0	\$4.49	\$0.00
10	Broom handle	ea	0	\$4.57	\$0.00
11	Disinfectant	gal	4	\$25.00	\$100.00
12	Matting	ea	4	\$200.00	\$800.00
13	Supervisor Travel	ea	1	\$1,500.00	\$1,500.00
14	Postage/Copying/faxing	ea	1	\$200.00	\$200.00
15	Nifty Nabber	ea	2	\$29.00	\$58.00
16	Visa Versa	ea	2	\$34.00	\$68.00
17	Telescoping Pole	ea	1	\$180.00	\$180.00
27	Glass cleaner	ea	1	\$89.00	\$89.00
28			0		\$0.00
29			0		\$0.00
30	Latex gloves	box/100	40	\$12.00	\$480.00
31		ea	0	\$0.00	\$0.00
32	Lobby pan/broom combo	ea	1	\$38.00	\$38.00
33	Wet Mops	cs/5	4	\$16.00	\$64.00
34	Mop handle	ea	3	\$30.00	\$90.00
35	Mop Bucket w/Ringer/Casters	ea	1	\$180.00	\$180.00
36		0	0	\$0.00	\$0.00
37	Razor Blade Stick	ea	1	\$21.96	\$21.96
38	Razor Blades	pk/10	1	\$9.73	\$9.73
39	Spray bottles	ea	24	\$1.82	\$43.68
40			0	\$32.64	\$0.00
41	Spray Disinfectant	cs	2	\$60.00	\$120.00
42		0	0	\$6.15	\$0.00
49					\$0.00
TOTAL EXPENDABLE SUPPLIES					\$5,307.14