



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: 02-03-2023

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 0211 4037 GSD2200000002 5	Procurement Folder:	941793
Document Name:	Janitorial Services Bldg. 37 - 10/1/21-9/30/22	Reason for Modification:	Change Order 1 is issued to reduce the hours per the attached documentation.
Document Description:	Janitorial Services Bldg. 37 - 10/1/21-9/30/22		
Procurement Type:	Central Delivery Order		
Buyer Name:	James R Jones		
Telephone:	304-352-5517		
Email:	james.r.jones@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 WVRFJAN19 5
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000204796	Requestor Name:	James Hawley	
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 710 CENTRAL AVE		Requestor Phone:	304-352-5497	
CHARLESTON WV 25302-1702		Requestor Email:	jim.f.hawley@wv.gov	
US		<div style="text-align: center;"> <h1>23</h1> <p>FILE LOCATION _____</p> </div>		
Vendor Contact Phone:	304-205-7970			Extension:
Discount Details:				
#	Discount Allowed	Discount Percentage	Discount Days	
#1	No	0.0000	0	
#2	No			
#3	No			
#4	No			

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 37 604 57TH ST SE CHARLESTON WV 25304 US

Total Order Amount:	\$239,226.58
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Purchasing Division's File Copy

ENTERED

114 2/3/23

PURCHASING DIVISION AUTHORIZATION
 DATE: *Mindy Avey 2/3/2023*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Toler 2-3-23*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No 1. is issued to reduce the hours on delivery order from 13,020 to 11802 per the attached document.

Original Order Total: \$263,915.40
Change Order 1 decrease: \$ 24,688.82
New Order Total: \$239,226.58

*total hours contain a fractional amount due to rounding issues during billing.

State Contract Release Order

SWC: WVRFJAN19

To provide janitorial services for the West Virginia Department of Administration, General Services Division, Bldg. #37, per the attached documentation.

Dates of Service: 10/1/2021 through 9/30/2022.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	11802.00197	HOUR	\$20.2700	\$239,226.58
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: Janitorial Services Bldg. 37 - 10/1/21-9/30/22

Extended Description:

Janitorial Services Bldg. 37 - 10/1/21-9/30/22



The West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362

Phone: (304) 205-7970

Fax: (304) 205-7915


January 31, 2023

Close Out Request CDOs GSD2200000002 & GSD2200000003

Dear Sir or Madam,

This letter serves as a notice that the West Virginia Association of Rehabilitation Facilities, Inc (WV ARF) has been paid for all services from CDOs GSD2200000002 & GSD2200000003. Please reference the attached statements for supporting documentation.

Sincerely,

DocuSigned by:

38DD98D0CE6B4EF...

Tara Martinez
C.E.O.
WV ARF, Inc.



The General Service requested this letter to close out delivery orders that had unused funds remaining.

3:17 PM

01/25/23

Accrual Basis

WV Association of Rehabilitation Facilities Inc.
Sales by Customer Detail
 All Transactions

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
GSD - MASTER						
GSD Bldg 37						
Invoice	10/31/2021	119778	JANITORIAL GENERAL SERVICES BLDG #37 - OCT 2021	GSD22*002		
Invoice	11/30/2021	120781	JANITORIAL GENERAL SERVICES BLDG #37 - NOV 2021	GSD22*002		-20,117.98
Invoice	12/31/2021	120961	JANITORIAL GENERAL SERVICES BLDG #37 - DEC 2021	GSD22*002		-19,099.41
Invoice	01/31/2022	121932	JANITORIAL GENERAL SERVICES BLDG #37 - JAN 2022	GSD22*002		-20,057.17
Invoice	02/28/2022	122472	JANITORIAL GENERAL SERVICES BLDG #37 - FEB 2022	GSD22*002		-18,790.29
Invoice	03/31/2022	123130	JANITORIAL GENERAL SERVICES BLDG #37 - MAR 22	GSD22*002		-18,065.64
Invoice	04/30/2022	123797	JANITORIAL GENERAL SERVICES BLDG #37 - APR 22	GSD22*002		-23,705.77
Invoice	05/31/2022	124647	JANITORIAL GENERAL SERVICES BLDG #37 - MAY 22	GSD22*002		-21,942.28
Invoice	06/30/2022	125008	JANITORIAL GENERAL SERVICES BLDG #37 - JUN 22	GSD22*002		-20,665.27
Invoice	07/31/2022	126189	JANITORIAL GENERAL SERVICES BLDG #37 - JUL 2022	GSD22*002		-19,813.93
Invoice	08/31/2022	126783	JANITORIAL GENERAL SERVICES BLDG #37 - AUG 2022	GSD22*002		-16,682.21
Invoice	09/30/2022	127424	JANITORIAL GENERAL SERVICES BLDG #37 - SEP 2022	GSD22*002		-21,668.63
Total GSD Bldg 37						
					0.00	-239,226.58
Total GSD - MASTER						
					0.00	-239,226.58
TOTAL						
					0.00	-239,226.58

WV Association of Rehabilitation Facilities Inc.
Sales by Customer Detail
 All Transactions

	Type	Date	Num	Memo	P. O. #	Open Balance	Amount
GSD - MASTER							
GSD Bldg 4							
	Invoice	07/31/2021	118034	JANITORIAL GENERAL SERVICES BLDG #4 - July 2021	GSD22*03 1		-1,984.50
	Invoice	08/31/2021	118665	JANITORIAL GENERAL SERVICES BLDG #4 - Aug 2021	GSD22*03 2		-2,079.00
	Invoice	09/30/2021	119048	JANITORIAL GENERAL SERVICES BLDG #4 - SEP 2021	GSD22*03 3		-1,984.50
Total GSD Bldg 4						0.00	-6,048.00
GSD Bldg 5							
	Invoice	10/31/2021	119768	JANITORIAL GENERAL SERVICES BLDG #5 - OCT 2021	GSD22*03 1		-21,057.75
	Invoice	11/30/2021	120532	JANITORIAL GENERAL SERVICES BLDG #5 - NOV 2021	GSD22*03 1		-19,892.25
	Invoice	12/31/2021	120953	JANITORIAL GENERAL SERVICES BLDG #5 - DEC 2021	GSD22*03 1		-21,439.69
	Invoice	01/31/2022	121924	JANITORIAL GENERAL SERVICES BLDG #5 - JAN 2022	GSD22*03 1		-20,305.69
	Invoice	02/28/2022	122458	JANITORIAL GENERAL SERVICES BLDG #5 - FEB 2022	GSD22*03 1		-19,939.50
	Invoice	03/31/2022	123122	JANITORIAL GENERAL SERVICES BLDG #5 - MAR 2022	GSD22*03 1		-24,270.75
	Invoice	04/30/2022	123789	JANITORIAL GENERAL SERVICES BLDG #5 - APR 2022	GSD22*03 1		-22,057.88
	Invoice	05/31/2022	124639	JANITORIAL GENERAL SERVICES BLDG #5 - MAY 2022	GSD22*03 1		-21,049.88
	Invoice	06/30/2022	125000	JANITORIAL GENERAL SERVICES BLDG #5 - JUN 2022	GSD22*03 1		-20,959.31
	Invoice	07/31/2022	126181	JANITORIAL GENERAL SERVICES BLDG #5 - JUL 2022	GSD22*03 1		-20,514.38
	Invoice	08/31/2022	126774	JANITORIAL GENERAL SERVICES BLDG #5 - AUG 2022	GSD22*03 1		-24,270.75
	Invoice	09/30/2022	127416	JANITORIAL GENERAL SERVICES BLDG #5 - SEP 2022	GSD22*03 1		-22,160.25
Total GSD Bldg 5						0.00	-257,918.08