



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: 03-03-2023

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 0803 0458 DOT2300000031 1	Procurement Folder:	1189673
Document Name:	MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE 04230908	Reason for Modification:	
Document Description:	MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE 04230908		
Procurement Type:	Central Delivery Order		
Buyer Name:	Kristine E James		
Telephone:	304-414-7104		
Email:	kristy.e.james@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	Requestor Name:	William Bryan Henry															
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC PO BOX 6764 CHARLESTON WV 25362 US		Requestor Phone:	304-326-0137															
Vendor Contact Phone:	304-205-7970	Requestor Email:	w.bryan.henry@wv.gov															
Discount Details:		<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION</div>																
	<table border="1"> <thead> <tr> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1 No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2 No</td> <td></td> <td></td> </tr> <tr> <td>#3 No</td> <td></td> <td></td> </tr> <tr> <td>#4 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		
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 FOUR P O BOX 4220 CLARKSBURG WV 26302-4220 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

Total Order Amount:	\$287,844.48
----------------------------	--------------

Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION
 DATE: *Mindy Claxton - 3/10/2023*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Toke 3-10-23*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE - RPO 04230908

SERVICE FROM 11/1/2022 THROUGH 6/30/2023

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	5808.00000	HOUR	\$49.5600	\$287,844.48
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2023-03-03	

Commodity Line Description: JANITORIAL SERVICE FOR MEADOWBROOK I-79 REST AREA

Extended Description:

See Exhibit_A Pricing Pages for Contract Items and Pricing.



Service Agreement
25.HRA.006.23

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: The Op Shop, Inc.

Work to be Performed: Custodial/Grounds

Contract Site: DOH Rest Area
I-79 South and North at Meadowbrook

Customer Contact: Carla Rotsch

Period of Contract: November 1, 2022 - June 30, 2023

	<u>Est. Hours</u>	<u>Rate</u>				
Total Period Amount:	5,808	x \$ 49.56	=	\$287,844.48	annually	

Billed Monthly As Follows:

2022	Days	Hours	Cost	2023	Days	Hours	Cost
				January	31	744	\$36,572.64
				February	28	672	\$33,504.32
				March	31	744	\$36,572.64
				April	30	720	\$35,663.20
November	30	720	\$35,663.20	May	31	744	\$36,572.64
December	31	744	\$36,572.64	June	30	720	\$35,663.20

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.
- 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

Tara Martinez
CEO
WVARF, Inc.

10/21/2022

Date

Carla Rotsch

Signature for the State Agency

Carla Rotsch
Print Name for the State Agency

10/24/22

Date

RECEIVED

OCT 24 2022

BUSINESS MANAGER'S
OFFICE

A. BUILDING DESCRIPTION

Lawn Acreage	23.00
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 15.87	1.135
Supervisor Taxes	13.50%	
Direct Labor Wage	\$ 10.14	
Direct Labor Taxes	13.50%	1.135

C. Staffing Plan

Daily Time Allocation - Supervision	8.00
Daily Time Allocation - Direct Labor	56.00
	0.000
Total Time per day	64.00
Vac/sick/holiday - Supervisor (days)	30
Vac/sick/holiday - Direct labor (days)	30

D. Monthly Direct Costs

Supervision Wage + Tax	\$ 4,389.75
Supervision Vacation + Sick	\$ 360.25
Direct Labor Wage + Tax	\$ 19,633.57
Direct Labor Vacation + Sick	\$ 1,611.25
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 25,994.82

E. Supplies and Equipment - per month

Supplies	\$ 884.52	620.8
Equipment	\$ 1,701.23	673.76
Telephone	\$ 108.00	108
Uniforms	\$ 296.66	296.66
Gas and Oil	\$ 210.83	210.8 \$ 110 per acre
Maintenance Lawn Equipment	\$ 210.83	210.83 \$110 per acre

F. Overhead and Burden

9.5%	\$ 3,015.38
------	-------------

G. Additional labor not included in the DL hours above.

Additional 20 days per year	\$ 1,407.40
Extra Lawn Care 258 hours	\$ 26,599.86

H. Annual Price to Customer \$ 287,844.48 annual

WVARF Fee

(included in annual price above) \$ 11,790.24 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: 25.HRA.006.23

CRP: The Op Shop, Inc.

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - Meadowbrook 1-79 South and North

NO.	DESCRIPTION	USEFUL	% USED ON	NO OF	UNIT	TOTAL TO BE
	MAJOR	LIFE	CONTRACT	UNITS	PRICE*	DEPRECIATED
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	Comunication 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: 25.HRA.006.23

CRP: The Op Shop, Inc.

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - Meadowbrook 1-79 South and North

NO.	DESCRIPTION	UNIT	NO. OF UNITS	PRICE PER	ANNUAL
				UNIT	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
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					\$5,307.14

CMA 0212 WVARF23

EXHIBIT_A PRICING PAGES

Revised 09/22/2022

FMP REFERENCE GUIDE	ITEM NUMBER	CRP	PRODUCT/ ITEM DESCRIPTION	UNIT OF MEASURE	PRICE	Pcard Price (see CO#2)
WVARF19 CONTRACT						
WVARF23 CONTRACT						
Commodity Line #1		DOH REST AREAS - Custodial/Grounds Maintenance				
Original Contract	RA001	Horizon Goodwill Industries	Custodial/ Grounds Maintenance DOH Rest Area-- I-81 Truckstop	Hour	\$ 25.39	\$ 26.1543
Original Contract	RA002	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Williamstown	Hour	\$ 23.07	\$ 23.6337
Original Contract	RA003	Clay County Services Unlimited, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Servia - NB & SB	Hour	\$ 44.81	\$ 46.1517
Original Contract	RA004	Pace Enterprises, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Morgantown - SB only	Hour	\$ 26.58	\$ 27.3753
CO#9	RA005	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Mineral Wells - NB & SB	Hour	\$ 45.07	\$ 46.4221
Original Contract	RA006	The Op Shop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Meadowbrook - MB & SB	Hour	\$ 49.56	\$ 51.0502
Original Contract	RA007	Gateway Industries, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- White Sulphur - WB only	Hour	\$ 25.39	\$ 26.1543
Original Contract	RA008	Goodwill Industries of Kanawha Valley, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Hurricane - EB & WB	Hour	\$ 46.32	\$ 47.7137
Original Contract	RA009	Goodwill of KYOWVA, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Huntington - EB only	Hour	\$ 26.28	\$ 27.0686
Original Contract	RA010	Preston County Workshop	Custodial/ Grounds Maintenance DOH Rest Area-- Hazelton - WB only	Hour	\$ 29.84	\$ 30.7388
Original Contract	RA011	Precision Services, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Burnsville - NB & SB	Hour	\$ 47.53	\$ 48.9510
Original Contract	RA012	W.A.T.C.H., Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Valley Grove WB only	Hour	\$ 24.31	\$ 25.0370
CO#1	RA013	Development Center & Workshop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Marlow/Bunker Hill - NB & SB	Hour	\$ 67.15	\$ 69.1631
CO#15	FG001	Development Center & Workshop, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG002	Goodwill Industries of Kanawha Valley, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG003	Goodwill of KYOWVA, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG004	Integrated Resources, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG005	Mercer County Opportunity Industries, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG006	The Op Shop, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG007	SW Resources, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575