



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: 05-03-2023

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:	CMA 0211 4025 GSD220000009 2	Procurement Folder:	1018508
Document Name:	Open End Contract for Lawn Care Services - Bldg. 25	Reason for Modification:	Change Order 1 To Renew Contract
Document Description:	Open End Contract for Lawn Care Services - Bldg. 25		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-05-21
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-05-20

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000172501	Requestor Name:	John C Cummings	
Scots Landscape Nursery Inc PO BOX 5630		Requestor Phone:	304-352-5521	
VIENNA WV 26105-5630		Requestor Email:	john.c.cummings@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
Vendor Contact Phone:	999-999-9999			Extension:
Discount Details:				
#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	STATE OF WEST VIRGINIA SEE SPECIFICATIONS FOR DELIVERY REQUIREMENTS No City WV 99999 US

5-9-23 BAT

Total Order Amount:	Open End
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Purchasing Division's file copy

ENTERED

[Signature] 5/4/2023
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tawaffe* 5/8/2023
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John D. Gray*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
Beverly Toler
 DATE: 5-16-2023
 ELECTRONIC SIGNATURE ON FILE

5/15/2023

Extended Description:

Change Order

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 05/21/2023 through 05/20/2024

Renewal Years Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	70111706			EA	89.590000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: MOWING, TRIMMING AND EDGING GRASS

Extended Description:

4.1.1.1 MOWING, TRIMMING AND EDGING GRASS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	70111706			EA	489.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: LEAF BLOWING AND DISPOSAL

Extended Description:

4.1.1.2 BLOWING AND DISPOSING OF LEAVES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	70111706			EA	439.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: TRIMMING OF SHRUBS AND TREES

Extended Description:

4.1.1.3 TRIMMING OF SHRUBS AND TREES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	70111706			EA	1398.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: OVERSEEDING

Extended Description:

4.1.1.4 OVERSEEDING

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	70111706			EA	389.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: EDGING SHRUB AND TREE BEDS

Extended Description:

4.1.1.5 EDGING SHRUB AND TREE BEDS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	70111706			EA	389.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: WEEDING SHRUB AND TREE BEDS

Extended Description:

4.1.1.6 WEEDING SHRUB AND TREE BEDS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	70111706			EA	150.950000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: LAWN FERTILIZING

Extended Description:

4.1.1.7 LAWN FERTILIZING

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	70111706			EA	1489.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: MULCHING

Extended Description:

4.1.1.8 MULCHING

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	70111706			EA	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: WATERING OF FLOWER BEDS

Extended Description:

4.1.1.9 Watering of Flower Beds



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

John K. McHugh
Director

April 24, 2023

Scots Landscape Nursery Inc.
PO Box 5630
Vienna, WV 26105-5630

REF: CMA 0211 GSD2200000009 Lawn Care Services for Bldg. 25

Ms. Witkowsky,

The above referenced contract will expire on May 20, 2023. The West Virginia Department of Administration, General Services Division wishes to renew the contract for one (1) year under the same pricing, specifications, terms and conditions. The renewal term of the contract will be May 21, 2023 through May 20, 2024. If you are in agreement to renew this contract, please sign below and return to James Jones, via email at James.R.Jones@wv.gov, or fax at 304-558-1475 at your earliest convenience.

If you have any questions, please feel free to contact me.

Thank you,

James R. Jones
Procurement Administrator, General Services Division

Jamie Witkosky	4-25-23
Name/Signature	Date
Landscape Architect	
Title	