



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: 07-02-2024

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

<b>Order Number:</b>	CDO 0803 0358 DOT2500000003 1	<b>Procurement Folder:</b>	1457613
<b>Document Name:</b>	JANITORIAL SERVICE- I-77 SOUTH & NORTH AT MINERALS WELLS	<b>Reason for Modification:</b>	
<b>Document Description:</b>	JANITORIAL SERVICE- I-77 SOUTH & NORTH AT MINERALS WELLS		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Mark A Atkins		
<b>Telephone:</b>	(304) 558-2307		
<b>Email:</b>	mark.a.atkins@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b> CMA 0212 WVARF23 1	
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
<b>Vendor Customer Code:</b>	000000204796	<b>Requestor Name:</b>	Ronald Scott Armentrout	
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC PO BOX 6764		<b>Requestor Phone:</b>	(304) 420-4595	
CHARLESTON WV 25362		<b>Requestor Email:</b>	r.scott.armentrout@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">25</div> <div style="border-bottom: 1px solid black; width: 100px; margin: 0 auto;">FILE LOCATION</div>		
<b>Vendor Contact Phone:</b>	304-205-7970			<b>Extension:</b>
<b>Discount Details:</b>				
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>	
#1	No	0.0000	0	
#2	No			
#3	No			
#4	No			

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS	STATE OF WEST VIRGINIA
DISTRICT THREE	JOBSITE - SEE SPECIFICATIONS
624 DEPOT ST	
PARKERSBURG WV 26101	No City WV 99999
US	US

<b>Total Order Amount:</b>	\$434,320.80
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Purchasing Division's File Copy

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Mark Atkins - 7/9/2024*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *7-9-24*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

STATE CONTRACT RELEASE: CDO DOT25\*03

SWC-WVARF23

CONTRACT TO PROVIDE JANITORIAL SERVICE TO WVDH DISTRICT THREE - I-77 SOUTH & NORTH AT MINERALS WELLS

SERVICE DATE: 07/01/2024 THROUGH 06/30/2025

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	8760.00000	HOUR	\$49.5800	\$434,320.80
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2024-07-08	

**Commodity Line Description:** JANITORIAL SERVICE- REST AREA  
I-77 SOUTH & NORTH MINERALS W

**Extended Description:**

JANITORIAL SERVICE DOH REST AREA- I-77 SOUTH & NORTH AT MINERALS WELLS



**Service Agreement**  
**24.HRA.009.25**

**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:** SW Resources, Inc., Region 2  
**Work to be Performed:** Custodial/Grounds  
**Contract Site:** DOH Rest Area  
 I-77 South & North at Minerals Wells  
**Customer Contact:** Carla Rotsch  
**Period of Contract:** July 1, 2024 - June 30, 2025

	Est. Hours	X	Approved Rate*	=	
<b>Total Period Amount:</b>	8,760		\$49.58		\$434,320.80 annually

**Billed Monthly As Follows:**

2024	Days	Hours	Cost	2025	Days	Hours	Cost
July	31	744	\$36,887.52	January	31	744	\$36,887.52
August	31	744	\$36,887.52	February	28	672	\$33,317.76
September	30	720	\$35,697.60	March	31	744	\$36,887.52
October	31	744	\$36,887.52	April	30	720	\$35,697.60
November	30	720	\$35,697.60	May	31	744	\$36,887.52
December	31	744	\$36,887.52	June	30	720	\$35,697.60

**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.
- \*\$49.58 is the non-pcard price/hour. If choosing to pay by Pcard, the Pcard hourly rate of \$51.07/hour will be charged.

DocuSigned by:  
  
 Nita Hobbs  
 WVARF, Inc.

6/28/2024  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Signature for the State Agency

7/2/24  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Print Name for the State Agency

RECEIVED

JUL 01 2024

BUSINESS MANAGER'S  
OFFICE

**REST AREA PRICING**

**AGREEMENT:** 24.HRA.009.25

**CRP:** SW Resources, Inc., Region 2

**CUSTOMER:** Division of Highways - Maintenance Division

**LOCATION:** Rest Area - I-77 South & North at Minerals Wells

**A. BUILDING DESCRIPTION**

Lawn Acreage	9.53
North Acreage	3.67
South Acreage	5.86
Number of days per week cleaned	7.03

**B. Wage Data**

Supervisor Wage	\$ 17.68	1.135
Supervisor Taxes	13.50%	
Direct Labor Wage	\$ 10.75	1.135
Direct Labor Taxes	13.50%	

**C. Staffing Plan**

Daily Time Allocation - Supervision	8.00
Daily Time Allocation - Direct Labor	48.00
	0.000
<b>Total Time per day</b>	<b>56.00</b>
Vac/sick/holiday - Supervisors (days)	30
Vac/sick/holiday - Direct labor (days)	30

**D. Monthly Direct Costs**

Supervision Wage + Tax	\$ 4,890.41
Supervision Vacation + Sick	\$ 401.34
Direct Labor Wage + Tax	\$ 17,841.16
Direct Labor Vacation + Sick	\$ 1,464.15
Periodic Cleaning Wage + Tax	\$ -
<b>Total wages, benefits, taxes</b>	<b>\$ 24,597.05</b>

**E. Supplies and Equipment - per month\*\***

Supplies	\$ 884.52	
Equipment	\$ 1,701.23	
Telephone	\$ 100.33	
Uniforms	\$ 285.84	\$245 per worker
Gas and Oil	\$ 129.38	110
Maintenance Lawn Equipment	\$ 129.38	110

**F. Overhead and Burden**

9.5%	\$ 2,737.33
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**G. Additional labor not included in the DL hours above.**

Additional 20 days per year	\$ 1,952.20
Extra Lawn Care 810 hours	\$ 9,883.01

**H. Annual Price to Customer** \$434,320.80 annual

**WVARF Fee**  
(included in annual price above) \$ 17,782.80 annual

**I. Contract Period** July 1, 2024 - June 30, 2025

**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.

\*\*FY25 Rates were increased by 10%. The supervisor and direct labor wages were adjusted above to meet the market need, as well as, any other line item relating to labor, and the rest was used for increased cost in supplies, equipment, overhead, etc.

**MAJOR & MINOR EQUIPMENT**

**AGREEMENT:** 24.HRA.009.25

**CRP:** SW Resources, Inc., Region 2

**CUSTOMER:** Division of Highways - Maintenance Division

**LOCATION:** Rest Area - I-77 South & North at Minerals Wells

NO.	DESCRIPTION	USEFUL LIFE	% USED ON CONTRACT	NO OF UNITS	UNIT PRICE*	TOTAL TO BE DEPRECIATED
<b>MAJOR</b>						
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	\$ -	\$ -
					<b>Annual</b>	<b>\$ 10,207.37</b>
					<b>Monthly</b>	<b>\$ 850.61</b>

**EXPENDABLE SUPPLIES****AGREEMENT:** 24.HRA.009.25**CRP:** SW Resources, Inc., Region 2**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - I-77 South & North at Minerals Wells

<b>NO.</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>NO. OF UNITS</b>	<b>PRICE PER UNIT</b>	<b>ANNUAL PRICE</b>
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
<b>TOTAL EXPENDABLE SUPPLIES</b>					<b>\$5,307.14</b>

**CMA 0212 WVARF23**

EXHIBIT\_A PRICING PAGES

Revised 07/01/2024

FMP REFERENCE GUIDE WVARF19 CONTRACT WVARF23 CONTRACT	ITEM NUMBER	CRP	PRODUCT/ ITEM DESCRIPTION	UNIT OF MEASURE	PRICE	Perd Price Allowance (see CO#2)
<b>Commodity Line #1</b>		<b>DOH REST AREAS - Custodial/Grounds Maintenance</b>				
CO#5	RA001	Horizon Goodwill Industries	Custodial/ Grounds Maintenance DOH Rest Area-- I-81 Truckstop	Hour	\$ 27.93	\$ 28.77
CO#5	RA002	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Williamstown	Hour	\$ 25.38	\$ 26.14
CO#5	RA003	Clay County Services Unlimited, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Servia - NB & SB	Hour	\$ 49.29	\$ 50.77
CO#5	RA004	Pace Enterprises, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Morgantown - SB only	Hour	\$ 29.24	\$ 30.12
CO#5	RA005	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Mineral Wells - NB & SB	Hour	\$ 49.58	\$ 51.07
CO#5	RA006	The Op Shop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Meadowbrook - MB & SB	Hour	\$ 54.52	\$ 56.16
CO#5	RA007	Gateway Industries, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- White Sulphur - WB only	Hour	\$ 27.93	\$ 28.77
CO#5	RA008	Goodwill Industries of Kanawha Valley, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Hurricane - EB & WB	Hour	\$ 50.95	\$ 52.48
CO#5	RA009	Goodwill of KYOWVA, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Huntington - EB only	Hour	\$ 28.91	\$ 29.78
CO#5	RA010	Preston County Workshop	Custodial/ Grounds Maintenance DOH Rest Area-- Hazelton - WB only	Hour	\$ 32.82	\$ 33.80
CO#5	RA011	Precision Services, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Burnsville - NB & SB	Hour	\$ 52.28	\$ 53.85
CO#5	RA012	W.A.T.C.H., Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Valley Grove WB only	Hour	\$ 26.74	\$ 27.54
CO#5	RA013	Development Center & Workshop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Marlow/Bunker Hill - NB & SB	Hour	\$ 73.87	\$ 76.09
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



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Organization Name	Org Type	Effective Date	Termination Date	Termination Reason	Charter	Class

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Organization Name	Org Type	Effective Date	Termination Date	Termination Reason	Charter	Class
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Organization Name	Org Type	Effective Date	Termination Date	Termination Reason	Charter	Class

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Tuesday, July 9, 2024 — 10:13 AM

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