



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: 12-04-2024

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 0932 4930 DRS1500000003 21	Procurement Folder:	27172
Document Name:	Field Office Janitorial Services	Reason for Modification:	Change Order No. 2 is issued to reduce the amount of the order to match the amount actually paid, per the attached documentation.
Document Description:	ACCOUNTING ADJUSTMENT		
Procurement Type:	Central Delivery Order		
Buyer Name:	Mark A Atkins		
Telephone:	(304) 558-2307		
Email:	mark.a.atkins@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 WVRFJAN14 21
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 400 PATTERSON LN CHARLESTON WV 25311 US Vendor Contact Phone: 304-205-7970 Extension: Discount Details: <table><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>30</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	30	#2	No			#3	No			#4	No			Requestor Name: Charlyn A Miller Requestor Phone: (304) 356-2103 Requestor Email: charlyn.a.miller@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	30																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
FIELD OFFICE SUPPORT DIVISION OF REHABILITATION SERVICES STATE CAPITOL PO BOX 50890 CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Purchasing Division's File Copy

Total Order Amount: \$128,775.13


12/4/2024
PURCHASING DIVISION AUTHORIZATION
DATE: 12/5/2024
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 12-5-24
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Central Delivery Order
Master Agreement No. CMA 0212 WVRJJan14

Field office Janitorial Services

Change Order No. 2 is issued to reduce the central delivery order from \$140,823.09 to \$128,775.13 to match what was actually paid, per attached documentation.
Signed permission from vendor to cancel remaining balance is attached.

Original Contract Total (Change Order No. 1): \$140,853.09
Change Order No. 2 to decrease: (\$ 12,047.96)

New Contract Total: \$128,775.13

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	11.00000	MO	\$761.8000	\$8,379.80
Service From	Service To	Manufacturer	Model No	Delivery Date	
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Martinsburg Branch Office
489 Mid Atlantic Parkway, Suite 2
Martinsburg, WV 25404

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	11.00000	MO	\$831.4600	\$9,146.06
Service From	Service To	Manufacturer	Model No	Delivery Date	
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Keyser Branch Office
67 North Tornado Way
Keyser, WV 26726

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	11.00000	MO	\$1,545.0700	\$16,995.77
Service From	Service To	Manufacturer	Model No	Delivery Date	
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Martinsburg Branch Office
489 Mid Atlantic Parkway, Suite 2
Martinsburg, WV 25404

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	11.00000	MO	\$1,128.3600	\$12,411.96
Service From	Service To	Manufacturer	Model No	Delivery Date	
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Moorefield Branch Office
151 Robert C Byrd Industrial Park Road, Suite 3
Moorefield, WV 26836

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	11.00000	MO	\$579.3500	\$6,372.85
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Spencer Branch Office
321 Market Street
Spencer, WV 25276

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	11.00000	MO	\$663.0700	\$7,293.77
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Oak Hill Branch Office
549 Mall Road
Oak Hill, WV 25901

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	11.00000	MO	\$290.5100	\$3,195.61
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Sistersville Branch Office
714 Wells Street
Sistersville, WV 26175

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	11.00000	MO	\$914.7200	\$10,061.92
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRSMorgantown Branch Office
1415 Earl Core Road
Morgantown, WV 26505

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	11.00000	MO	\$857.9600	\$9,437.56
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Elkins Branch Office
1025 North Randolph Avenue
Elkins, WV 26241

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	11.00000	MO	\$1,339.3100	\$14,732.41
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Clarksburg Branch Office
107 Cambridge Place
Bridgeport, WV 26330

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	11.00000	MO	\$339.2000	\$3,731.20
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Pt. Pleasant Branch Office
209 5th Street
Pt. Pleasant, WV 25550

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	11.00000	MO	\$224.9700	\$2,474.67
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Mullens Branch Office
316 Howard Avenue
Mullens, WV 25882

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	11.00000	MO	\$320.5900	\$3,526.49
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Weston Branch Office
306 Market Place Mall
Weston, WV

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	76110000	11.00000	MO	\$626.8400	\$6,895.24
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Lewisburg Branch Office
777 North Jefferson Street, Suite 105
Lewisburg, WV 24901

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	76110000	8.00000	MO	\$533.9700	\$4,271.76
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Teays Valley District 1 Branch Office
115 Liberty Square, Hurricane, WV 25526
Effective 9/10/14 - 6/30/15

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	76110000	21.00000	DAY	\$17.5600	\$368.76
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Teays Valley District 1 Branch Office
115 Liberty Square, Hurricane, WV 25526
Effective 9/10/14 - 6/30/15 (partial month)

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
17	76110000	8.00000	JOB	\$1,090.7800	\$8,726.24
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Kanawha City District 1 Branch Office
4701 MacCorkle Ave, Charleston, WV 25304
Effective 9/10/14 - 6/30/15

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
18	76110000	21.00000	DAY	\$35.8600	\$753.06
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Kanawha City District 1 Branch Office
4701 MacCorkle Ave, Charleston, WV 25304
Effective 9/10/14 - 6/30/15 (partial month)



WEST VIRGINIA DIVISION OF
REHABILITATION SERVICES

Administrative Offices
State Capitol P.O. Box 50890
Charleston, West Virginia 25305-0890
P: 304.356.2060 | F: 304.558.1421
Toll-free: 1.800.642.8207
wvdrs.org
Pisnu Bua-Jam, Director

11/12/2024

Jessica Osbin
WVARF, Inc.
400 Allen Drive
Suite 100
Charleston, WV 25302

RE: CDO DRS1500000003

Dear Ms. Osbin,

The above referenced Contract in the amount of \$140,823.09 was issued July 1, 2014. We are requesting your approval to cancel the remaining balance of \$12,047.96 that still exists on order# CDO DRS1500000003.

Your signature on the line below will acknowledge that you concur with this action and there are no outstanding invoices against this Contract. Please mail this letter back to my attention at the address above, or email to me at Cristine.d.watson@wv.gov.

This cancellation does not impact any current or future contract(s) which you may have with this office. It pertains to this specific Contract only. Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "Cristine D. Watson".

Cristine D. Watson, CPA, CGFM
Administrative Services Manager

DocuSigned by:

Nita Hobbs

5860B720DE88468...
Signature

11/26/2024

Date

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to live independently by providing individualized services to consumers and employers.

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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: 02-05-2024

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 0932 4930 DRS1500000003 19	Procurement Folder:	27172
Document Name:	Change Order No. 1 Field Office Janitorial Services	Reason for Modification:	Accounting adjustments to move funds to BS FY2023 from expiring funds BS FY2022.
Document Description:	ACCOUNTING ADJUSTMENT		
Procurement Type:	Central Delivery Order		
Buyer Name:	Mark A Atkins		
Telephone:	(304) 558-2307		
Email:	mark.a.atkins@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 WVRFJAN14 19
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code: 000000204796				Requestor Name: Charlyn A Miller	
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC				Requestor Phone: (304) 356-2103	
400 PATTERSON LN				Requestor Email: charlyn.a.miller@wv.gov	
CHALRESTON		WV	25311		
US					
Vendor Contact Phone: 304-205-7970		Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage		Discount Days	
#1	No	0.0000		30	
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
FIELD OFFICE SUPPORT DIVISION OF REHABILITATION SERVICES STATE CAPITOL PO BOX 50890 CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Total Order Amount:	\$140,823.09
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PURCHASING DIVISION AUTHORIZATION

DATE:

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE:

ELECTRONIC SIGNATURE ON FILE

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	12.00000	MO	\$1,339.3100	\$16,071.72
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Clarksburg Branch Office
107 Cambridge Place
Bridgeport, WV 26330

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	12.00000	MO	\$339.2000	\$4,070.40
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Pt. Pleasant Branch Office
209 5th Street
Pt. Pleasant, WV 25550

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	12.00000	MO	\$224.9700	\$2,699.64
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Mullens Branch Office
316 Howard Avenue
Mullens, WV 25882

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	12.00000	MO	\$320.5900	\$3,847.08
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Weston Branch Office
306 Market Place Mall
Weston, WV

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	76110000	12.00000	MO	\$626.8400	\$7,522.08
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Lewisburg Branch Office
777 North Jefferson Street, Suite 105
Lewisburg, WV 24901

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	12.00000	MO	\$761.8000	\$9,141.60
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Romney Branch Office
24948 Northwestern Pike
Romney, WV 26757

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	12.00000	MO	\$831.4600	\$9,977.52
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Keyser Branch Office
67 North Tornado Way
Keyser, WV 26726

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	12.00000	MO	\$1,545.0700	\$18,540.84
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Martinsburg Branch Office
489 Mid Atlantic Parkway, Suite 2
Martinsburg, WV 25404

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	12.00000	MO	\$1,128.3600	\$13,540.32
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:
WVDRS Moorefield Branch Office
151 Robert C Byrd Industrial Park Road, Suite 3
Moorefield, WV 26836

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	12.00000	MO	\$579.3500	\$6,952.20
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Spencer Branch Office
321 Market Street
Spencer, WV 25276

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	12.00000	MO	\$663.0700	\$7,956.84
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Oak Hill Branch Office
549 Mall Road
Oak Hill, WV 25901

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	12.00000	MO	\$290.5100	\$3,486.12
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Sistersville Branch Office
714 Wells Street
Sistersville, WV 26175

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	12.00000	MO	\$914.7200	\$10,976.64
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRSMorgantown Branch Office
1415 Earl Core Road
Morgantown, WV 26505

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	12.00000	MO	\$857.9600	\$10,295.52
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-07-01	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Elkins Branch Office
1025 North Randolph Avenue
Elkins, WV 26241

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	76110000	9.00000	MO	\$533.9700	\$4,805.73
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Teays Valley District 1 Branch Office
115 Liberty Square, Hurricane, WV 25526
Effective 9/10/14 - 6/30/15

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	76110000	21.00000	DAY	\$17.5600	\$368.76
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Teays Valley District 1 Branch Office
115 Liberty Square, Hurricane, WV 25526
Effective 9/10/14 - 6/30/15 (partial month)

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
17	76110000	9.00000	MO	\$1,090.7800	\$9,817.02
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Kanawha City District 1 Branch Office
4701 MacCorkle Ave, Charleston, WV 25304
Effective 9/10/14 - 6/30/15

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
18	76110000	21.00000	DAY	\$35.8600	\$753.06
Service From	Service To	Manufacturer		Model No	Delivery Date
2014-09-10	2015-06-30				

Commodity Line Description: Field Office Janitorial Services

Extended Description:

WVDRS Kanawha City District 1 Branch Office
4701 MacCorkle Ave, Charleston, WV 25304
Effective 9/10/14 - 6/30/15 (partial month)

9:35 AM

11/13/24

Accrual Basis

WV Association of Rehabilitation Facilities Inc.
Sales by Customer Detail
 July 2014 through June 2015

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
DRS - MASTER						
DRSVAR						
Invoice	07/31/2014	70100	Bridgeport	DRS130047		-1,339.31
Invoice	07/31/2014	70100	Elkins	DRS130047		-857.96
Invoice	07/31/2014	70100	Keyser	DRS130047		-831.46
Invoice	07/31/2014	70100	Lewisburg	DRS130047		-626.84
Invoice	07/31/2014	70100	Martinsburg	DRS130047		-1,545.07
Invoice	07/31/2014	70100	Moorefield	DRS130047		-1,128.36
Invoice	07/31/2014	70100	Morgantown	DRS130047		-914.72
Invoice	07/31/2014	70100	Mullens	DRS130047		-224.97
Invoice	07/31/2014	70100	Oak Hill	DRS130047		-663.07
Invoice	07/31/2014	70100	Point Pleasant	DRS130047		-339.20
Invoice	07/31/2014	70100	Romney	DRS130047		-761.80
Invoice	07/31/2014	70100	Sistersville	DRS130047		-290.51
Invoice	07/31/2014	70100	Spencer	DRS130047		-579.35
Invoice	07/31/2014	70100	Weston	DRS130047		-320.59
Invoice	08/31/2014	70468	Bridgeport	DRS130047		-1,339.31
Invoice	08/31/2014	70468	Elkins	DRS130047		-857.96
Invoice	08/31/2014	70468	Keyser	DRS130047		-831.46
Invoice	08/31/2014	70468	Lewisburg	DRS130047		-626.84
Invoice	08/31/2014	70468	Martinsburg	DRS130047		-1,545.07
Invoice	08/31/2014	70468	Moorefield	DRS130047		-1,128.36
Invoice	08/31/2014	70468	Morgantown	DRS130047		-914.72
Invoice	08/31/2014	70468	Mullens	DRS130047		-224.97
Invoice	08/31/2014	70468	Oak Hill	DRS130047		-663.07
Invoice	08/31/2014	70468	Point Pleasant	DRS130047		-339.20
Invoice	08/31/2014	70468	Romney	DRS130047		-761.80
Invoice	08/31/2014	70468	Sistersville	DRS130047		-290.51
Invoice	08/31/2014	70468	Spencer	DRS130047		-579.35
Invoice	08/31/2014	70468	Weston	DRS130047		-320.59
Invoice	09/30/2014	70764	Bridgeport	DRS100000003		-1,339.31
Invoice	09/30/2014	70764	Elkins	DRS100000003		-857.96
Invoice	09/30/2014	70764	Keyser	DRS100000003		-831.46
Invoice	09/30/2014	70764	Lewisburg	DRS100000003		-626.84
Invoice	09/30/2014	70764	Martinsburg	DRS100000003		-1,545.07
Invoice	09/30/2014	70764	Moorefield	DRS100000003		-1,128.36
Invoice	09/30/2014	70764	Morgantown	DRS100000003		-914.72
Invoice	09/30/2014	70764	Mullens	DRS100000003		-224.97
Invoice	09/30/2014	70764	Oak Hill	DRS100000003		-663.07
Invoice	09/30/2014	70764	Point Pleasant	DRS100000003		-339.20
Invoice	09/30/2014	70764	Romney	DRS100000003		-761.80
Invoice	09/30/2014	70764	Sistersville	DRS100000003		-290.51
Invoice	09/30/2014	70764	Spencer	DRS100000003		-579.35
Invoice	09/30/2014	70764	Weston	DRS100000003		-320.59
Invoice	10/31/2014	71162	Bridgeport	DRS100000003		-1,339.31
Invoice	10/31/2014	71162	Elkins	DRS100000003		-857.96
Invoice	10/31/2014	71162	Keyser	DRS100000003		-831.46
Invoice	10/31/2014	71162	Lewisburg	DRS100000003		-626.84
Invoice	10/31/2014	71162	Martinsburg	DRS100000003		-1,545.07
Invoice	10/31/2014	71162	Moorefield	DRS100000003		-1,128.36
Invoice	10/31/2014	71162	Morgantown	DRS100000003		-914.72
Invoice	10/31/2014	71162	Mullens	DRS100000003		-224.97
Invoice	10/31/2014	71162	Oak Hill	DRS100000003		-663.07
Invoice	10/31/2014	71162	Point Pleasant	DRS100000003		-339.20
Invoice	10/31/2014	71162	Romney	DRS100000003		-761.80
Invoice	10/31/2014	71162	Sistersville	DRS100000003		-290.51

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11/13/24

Accrual Basis

WV Association of Rehabilitation Facilities Inc.
Sales by Customer Detail
 July 2014 through June 2015

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
Invoice	10/31/2014	71162	Spencer	DRS100000003		-579.35
Invoice	10/31/2014	71162	Weston	DRS100000003		-320.59
Invoice	11/30/2014	71376	Janitorial Services for the September 10-30, 2014	DRS1500000003		0.00
Invoice	11/30/2014	71376	Hurricane/Teays Office	DRS1500000003		-368.76
Invoice	11/30/2014	71376	Kanawha City	DRS1500000003		-753.06
Invoice	11/30/2014	71377	Janitorial Services for the Month - October 2014	DRS1500000003		0.00
Invoice	11/30/2014	71377	Hurricane/Teays	DRS1500000003		-533.97
Invoice	11/30/2014	71377	Kanawha City	DRS1500000003		-1,090.78
Invoice	11/30/2014	71443	Bridgeport	DRS100000003		-1,339.31
Invoice	11/30/2014	71443	Elkins	DRS100000003		-857.96
Invoice	11/30/2014	71443	Keyser	DRS100000003		-831.46
Invoice	11/30/2014	71443	Hurricane/Teays	DRS100000003		-533.97
Invoice	11/30/2014	71443	Kanawha City	DRS100000003		-1,090.78
Invoice	11/30/2014	71443	Lewisburg	DRS100000003		-626.84
Invoice	11/30/2014	71443	Martinsburg	DRS100000003		-1,545.07
Invoice	11/30/2014	71443	Moorefield	DRS100000003		-1,128.36
Invoice	11/30/2014	71443	Morgantown	DRS100000003		-914.72
Invoice	11/30/2014	71443	Mullens	DRS100000003		-224.97
Invoice	11/30/2014	71443	Oak Hill	DRS100000003		-663.07
Invoice	11/30/2014	71443	Point Pleasant	DRS100000003		-339.20
Invoice	11/30/2014	71443	Romney	DRS100000003		-761.80
Invoice	11/30/2014	71443	Sistersville	DRS100000003		-290.51
Invoice	11/30/2014	71443	Spencer	DRS100000003		-579.35
Invoice	11/30/2014	71443	Weston	DRS100000003		-320.59
Invoice	12/31/2014	71866	Bridgeport	DRS100000003		-1,339.31
Invoice	12/31/2014	71866	Elkins	DRS100000003		-857.96
Invoice	12/31/2014	71866	Keyser	DRS100000003		-831.46
Invoice	12/31/2014	71866	Hurricane/Teays	DRS100000003		-533.97
Invoice	12/31/2014	71866	Kanawha City	DRS100000003		-1,090.78
Invoice	12/31/2014	71866	Lewisburg	DRS100000003		-626.84
Invoice	12/31/2014	71866	Martinsburg	DRS100000003		-1,545.07
Invoice	12/31/2014	71866	Moorefield	DRS100000003		-1,128.36
Invoice	12/31/2014	71866	Morgantown	DRS100000003		-914.72
Invoice	12/31/2014	71866	Mullens	DRS100000003		-224.97
Invoice	12/31/2014	71866	Oak Hill	DRS100000003		-663.07
Invoice	12/31/2014	71866	Point Pleasant	DRS100000003		-339.20
Invoice	12/31/2014	71866	Romney	DRS100000003		-761.80
Invoice	12/31/2014	71866	Sistersville	DRS100000003		-290.51
Invoice	12/31/2014	71866	Spencer	DRS100000003		-579.35
Invoice	12/31/2014	71866	Weston	DRS100000003		-320.59
Invoice	01/31/2015	72212	Bridgeport	DRS100000003		-1,339.31
Invoice	01/31/2015	72212	Elkins	DRS100000003		-857.96
Invoice	01/31/2015	72212	Keyser	DRS100000003		-831.46
Invoice	01/31/2015	72212	Hurricane/Teays	DRS100000003		-533.97
Invoice	01/31/2015	72212	Kanawha City	DRS100000003		-1,090.78
Invoice	01/31/2015	72212	Lewisburg	DRS100000003		-626.84
Invoice	01/31/2015	72212	Martinsburg	DRS100000003		-1,545.07
Invoice	01/31/2015	72212	Moorefield	DRS100000003		-1,128.36
Invoice	01/31/2015	72212	Morgantown	DRS100000003		-914.72
Invoice	01/31/2015	72212	Mullens	DRS100000003		-224.97
Invoice	01/31/2015	72212	Oak Hill	DRS100000003		-663.07
Invoice	01/31/2015	72212	Point Pleasant	DRS100000003		-339.20
Invoice	01/31/2015	72212	Romney	DRS100000003		-761.80
Invoice	01/31/2015	72212	Sistersville	DRS100000003		-290.51
Invoice	01/31/2015	72212	Spencer	DRS100000003		-579.35
Invoice	01/31/2015	72212	Weston	DRS100000003		-320.59

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Accrual Basis

WV Association of Rehabilitation Facilities Inc.
Sales by Customer Detail
 July 2014 through June 2015

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
Invoice	02/28/2015	72554	Bridgeport	DRS100000003		-1,339.31
Invoice	02/28/2015	72554	Elkins	DRS100000003		-857.96
Invoice	02/28/2015	72554	Keyser	DRS100000003		-831.46
Invoice	02/28/2015	72554	Hurricane/Teays	DRS100000003		-533.97
Invoice	02/28/2015	72554	Kanawha City	DRS100000003		-1,090.78
Invoice	02/28/2015	72554	Lewisburg	DRS100000003		-626.84
Invoice	02/28/2015	72554	Martinsburg	DRS100000003		-1,545.07
Invoice	02/28/2015	72554	Moorefield	DRS100000003		-1,128.36
Invoice	02/28/2015	72554	Morgantown	DRS100000003		-914.72
Invoice	02/28/2015	72554	Mullens	DRS100000003		-224.97
Invoice	02/28/2015	72554	Oak Hill	DRS100000003		-663.07
Invoice	02/28/2015	72554	Point Pleasant	DRS100000003		-339.20
Invoice	02/28/2015	72554	Romney	DRS100000003		-761.80
Invoice	02/28/2015	72554	Sistersville	DRS100000003		-290.51
Invoice	02/28/2015	72554	Spencer	DRS100000003		-579.35
Invoice	02/28/2015	72554	Weston	DRS100000003		-320.59
Invoice	03/31/2015	72910	Bridgeport	DRS1500000003		-1,339.31
Invoice	03/31/2015	72910	Elkins	DRS1500000003		-857.96
Invoice	03/31/2015	72910	Keyser	DRS1500000003		-831.46
Invoice	03/31/2015	72910	Hurricane/Teays	DRS1500000003		-533.97
Invoice	03/31/2015	72910	Kanawha City	DRS1500000003		-1,090.78
Invoice	03/31/2015	72910	Lewisburg	DRS1500000003		-626.84
Invoice	03/31/2015	72910	Martinsburg	DRS1500000003		-1,545.07
Invoice	03/31/2015	72910	Moorefield	DRS1500000003		-1,128.36
Invoice	03/31/2015	72910	Morgantown	DRS1500000003		-914.72
Invoice	03/31/2015	72910	Mullens	DRS1500000003		-224.97
Invoice	03/31/2015	72910	Oak Hill	DRS1500000003		-663.07
Invoice	03/31/2015	72910	Point Pleasant	DRS1500000003		-339.20
Invoice	03/31/2015	72910	Romney	DRS1500000003		-761.80
Invoice	03/31/2015	72910	Sistersville	DRS1500000003		-290.51
Invoice	03/31/2015	72910	Spencer	DRS1500000003		-579.35
Invoice	03/31/2015	72910	Weston	DRS1500000003		-320.59
Invoice	04/30/2015	73439	Bridgeport	DRS15*03		-1,339.31
Invoice	04/30/2015	73439	Elkins	DRS15*03		-857.96
Invoice	04/30/2015	73439	Keyser	DRS15*03		-831.46
Invoice	04/30/2015	73439	Hurricane/Teays	DRS15*03		-533.97
Invoice	04/30/2015	73439	Kanawha City	DRS15*03		-1,090.78
Invoice	04/30/2015	73439	Lewisburg	DRS15*03		-626.84
Invoice	04/30/2015	73439	Martinsburg	DRS15*03		-1,545.07
Invoice	04/30/2015	73439	Moorefield	DRS15*03		-1,128.36
Invoice	04/30/2015	73439	Morgantown	DRS15*03		-914.72
Invoice	04/30/2015	73439	Mullens	DRS15*03		-224.97
Invoice	04/30/2015	73439	Oak Hill	DRS15*03		-663.07
Invoice	04/30/2015	73439	Point Pleasant	DRS15*03		-339.20
Invoice	04/30/2015	73439	Romney	DRS15*03		-761.80
Invoice	04/30/2015	73439	Sistersville	DRS15*03		-290.51
Invoice	04/30/2015	73439	Spencer	DRS15*03		-579.35
Invoice	04/30/2015	73439	Weston	DRS15*03		-320.59
Invoice	05/31/2015	73708	Bridgeport	DRS15*03		-1,339.31
Invoice	05/31/2015	73708	Elkins	DRS15*03		-857.96
Invoice	05/31/2015	73708	Keyser	DRS15*03		-831.46
Invoice	05/31/2015	73708	Hurricane/Teays	DRS15*03		-533.97
Invoice	05/31/2015	73708	Kanawha City	DRS15*03		-1,090.78
Invoice	05/31/2015	73708	Lewisburg	DRS15*03		-626.84
Invoice	05/31/2015	73708	Martinsburg	DRS15*03		-1,545.07
Invoice	05/31/2015	73708	Moorefield	DRS15*03		-1,128.36

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Accrual Basis

WV Association of Rehabilitation Facilities Inc.
Sales by Customer Detail
 July 2014 through June 2015

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
Invoice	05/31/2015	73708	Morgantown	DRS15*03		-914.72
Invoice	05/31/2015	73708	Mullens	DRS15*03		-224.97
Invoice	05/31/2015	73708	Oak Hill	DRS15*03		-663.07
Invoice	05/31/2015	73708	Point Pleasant	DRS15*03		-339.20
Invoice	05/31/2015	73708	Romney	DRS15*03		-761.80
Invoice	05/31/2015	73708	Sistersville	DRS15*03		-290.51
Invoice	05/31/2015	73708	Spencer	DRS15*03		-579.35
Invoice	05/31/2015	73708	Weston	DRS15*03		-320.59
Invoice	06/30/2015	74273	Bridgeport	DRS15*03		-1,339.31
Invoice	06/30/2015	74273	Elkins	DRS15*03		-857.96
Invoice	06/30/2015	74273	Keyser	DRS15*03		-831.46
Invoice	06/30/2015	74273	Hurricane/Teays	DRS15*03		-533.97
Invoice	06/30/2015	74273	Kanawha City	DRS15*03		-1,090.78
Invoice	06/30/2015	74273	Lewisburg	DRS15*03		-626.84
Invoice	06/30/2015	74273	Martinsburg	DRS15*03		-1,545.07
Invoice	06/30/2015	74273	Moorefield	DRS15*03		-1,128.36
Invoice	06/30/2015	74273	Morgantown	DRS15*03		-914.72
Invoice	06/30/2015	74273	Mullens	DRS15*03		-224.97
Invoice	06/30/2015	74273	Oak Hill	DRS15*03		-663.07
Invoice	06/30/2015	74273	Point Pleasant	DRS15*03		-339.20
Invoice	06/30/2015	74273	Romney	DRS15*03		-761.80
Invoice	06/30/2015	74273	Sistersville	DRS15*03		-290.51
Invoice	06/30/2015	74273	Spencer	DRS15*03		-579.35
Invoice	06/30/2015	74273	Weston	DRS15*03		-320.59
Total DRSVAR					0.00	-140,823.09
Total DRS - MASTER					0.00	-140,823.09
TOTAL					0.00	-140,823.09

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>10-Brandon Barr</u> Date: <u>12/4/2024</u> Solicitation No. <u>CDO DAS15*03</u>	Agency: Division of Rehabilitation <hr/> Procurement Officer Submitting Requisition: Sheri Slone <hr/> Requisition No. CDO 15*0003 <u>-DRS</u> <hr/> PF No.: 27172
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

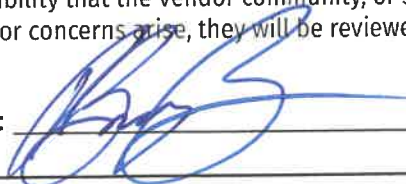
1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

 12/4/2024

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Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

THE WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	5/8/1973		5/8/1973	Domestic	Non-Profit			

Organization Information			
Business Purpose	5613 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional employer orgs)		Capital Stock 0.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term	Member Managed		
At Will Term Years	Par Value		0.000000
Authorized Shares 0	Young Entrepreneur		Not Specified

Addresses	
Type	Address
Local Office Address	400 PATTERSON LANE CHARLESTON, WV, 25311
Mailing Address	PO BOX 6764 CHARLESTON, WV, 25362 USA
Notice of Process Address	NITA HOBBS 400 PATTERSON LANE CHARLESTON, WV, 25311
Principal Office Address	400 PATTERSON LANE CHARLESTON, WV, 25311 USA
Type	Address

Officers	
Type	Name/Address
Director	NITA HOBBS 563 BURROUGHS STREET MORGANTOWN, WV, 26505
Incorporator	GEORGE W. KESSINGER 1016 WILKIE DR CHARLESTON, WV, 25301 USA
Incorporator	TIMOTHY J. ATKINSON 180 B. ST KEYSER, WV, 26726 USA
President	JOHN EMPSON 22 CAPITOL STREET CHARLESTON, WV, 25301
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
CROSSROADS INDUSTRIES	TRADENAME	8/28/1995	
WVARF	TRADENAME	9/30/2004	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
3/21/2014	AMENDMENT FILED: SEE IMAGE
6/4/2010	FILED AMENDING BY-LAWS
5/26/2009	AMEND FILED ADDING 501C3 LANGUAGE AND AMENDING BYLAWS
11/18/1985	AMEND; BY LAWS
Date	Amendment

Annual Reports

Filed For
2024
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, December 4, 2024 — 8:31 AM

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- ☐ Exact Phrase 

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