



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: 03-28-2025

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 0511 2744 BCF1900000008 10	Change Order No: 1	Procurement Folder: 576122
Document Name:	BCF REGION 3, WVARF JANITORIAL		Reason for Modification: Change Order 2: To cancel remaining balance per the attached vendor cancellation letter.
Document Description:	Change Order 02: Cancellation of Remaining Balance		
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 WVRFJAN19 10
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: 208 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>0</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	0	#2	No			#3	No			#4	No			Requestor Name: Magen P Minyard Requestor Phone: 304-205-8391 Requestor Email: magen.p.minyard@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
FINANCIAL CLERK - 304-257-4211 HEALTH AND HUMAN RESOURCES BSS - GRANT COUNTY OFFICE 53 KIESS DR PETERSBURG WV 26847 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Total Order Amount: \$424,169.75

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
DATE: *Mark Atkins - 4/6/2025*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *Colby R... 4-1-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 02: Cancellation of remaining balance

Previous Total: \$452,334.90
 Balance Cancelled : \$28,165.15
 Revised Total: \$424,169.75

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	412.50000	HOURL	\$20.6500	\$8,518.13
Service From	Service To	Manufacturer	Model No	Delivery Date	
2019-07-01	2019-09-22				

Commodity Line Description: Janitorial Service: 7/1/19-9/22/19, Philippi, Barbour Co**Extended Description:**

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: WVARF INC.

Hourly rate will be \$20.65

Total number of hours to be provided monthly will be 164.000 which will make the estimated monthly fee \$3,386.60 and the annual fee \$40,639.20.

Change Order 1 - Decrease hours by 1517 to reflect new end date 9/22/2019 for this provider.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	4865.87980	HOURL	\$22.2200	\$108,119.85
Service From	Service To	Manufacturer	Model No	Delivery Date	
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Berkeley Co**Extended Description:**

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center and Workshop Inc

Hourly rate will be \$22.22

Total number of hours to be provided monthly will be 405.49 which will make the estimated monthly fee \$9,009.99 and the annual fee \$108,119.85.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	1230.00000	HOURL	\$22.2200	\$27,330.60
Service From	Service To	Manufacturer	Model No	Delivery Date	
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Grant Co**Extended Description:**

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center and Workshop Inc

Hourly rate will be \$22.22

Total number of hours to be provided monthly will be 102.50 which will make the estimated monthly fee \$2,277.55 and the annual fee \$27,330.60.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	1230.00000	HOUR	\$22.2200	\$27,330.60
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Hampshire Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center and Workshop Inc

Hourly rate will be \$22.22

Total number of hours to be provided monthly will be 102.50 which will make the estimated monthly fee \$2,277.55 and the annual fee \$27,330.60.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	1350.75000	HOUR	\$22.2200	\$30,013.67
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Hardy Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center and Workshop Inc

Hourly rate will be \$22.22

Total number of hours to be provided monthly will be 112.75 which will make the estimated monthly fee \$2,505.31 and the annual fee \$30,063.66.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	2018.00000	HOUR	\$17.4000	\$35,113.20
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Lewis Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Buckhannon-Upshur Work Adjustment Center Inc

Hourly rate will be \$17.40

Total number of hours to be provided monthly will be 215.25 which will make the estimated monthly fee \$3,745.35 and the annual fee \$44,944.20.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	1230.00000	HOUR	\$22.2200	\$27,330.60
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Mineral Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center and Workshop Inc

Hourly rate will be \$22.22

Total number of hours to be provided monthly will be 102.50 which will make the estimated monthly fee \$2,277.55 and the annual fee \$27,330.60.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	734.28000	HOUR	\$22.2200	\$16,315.70
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Morgan Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center and Workshop Inc

Hourly rate will be \$22.22

Total number of hours to be provided monthly will be 62.32 which will make the estimated monthly fee \$1,384.75 and the annual fee \$16617.00.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	1479.00000	HOUR	\$17.1000	\$25,290.90
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Preston Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Randolph County Sheltered Workshop Inc

Hourly rate will be \$17.10

Total number of hours to be provided monthly will be 127.92 which will make the estimated monthly fee \$2,167.43 and the annual fee \$26,249.18.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	2036.13050	HOUR	\$17.1000	\$34,817.83
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Elkins, Randolph Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Randolph County Sheltered Workshop Inc

Hourly rate will be \$17.10

Total number of hours to be provided monthly will be 197.415 which will make the estimated monthly fee \$3,375.80 and the annual fee \$40,509.56.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	287.19000	HOUR	\$17.1000	\$4,910.95
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20, Parsons, Tucker Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Randolph County Sheltered Workshop Inc

Hourly rate will be \$17.10

Total number of hours to be provided monthly will be 27.2125 which will make the estimated monthly fee \$465.33 and the annual fee \$5,584.01.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	1441.40050	HOUR	\$20.6500	\$29,764.92
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20,Charlestown, Jefferson Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Horizon Goodwill Industries Inc.

Hourly rate will be \$20.65

Total number of hours to be provided monthly will be 143.50 which will make the estimated monthly fee \$2,963.28 and the annual fee \$35,559.30.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	76110000	1515.50000	HOUR	\$17.6900	\$26,809.20
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-07-01	2020-06-30				

Commodity Line Description: Janitorial Service: 7/1/19-6/30/20
Braxton Co

Extended Description:

Janitorial Services for July 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Precision Services

Hourly rate will be \$17.69

Total number of hours to be provided monthly will be 127.10 which will make the estimated monthly fee \$2,248.40 and the annual fee \$26,980.79.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	76110000	12.00000	HOUR	\$17.1000	\$205.20
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-09-23	2019-09-30				

Commodity Line Description: Janitorial Service: 9/23/19-9/30/19, Philippi, Barbour Co

Extended Description:

Janitorial Services for September 23, 2019 to September 30, 2019 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Seneca Designs

Hourly rate will be \$17.10

Total number of hours to be provided will be 48 which will make the estimated fee \$820.80..

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	76110000	1304.00000	HOUR	\$17.1000	\$22,298.40
Service From	Service To	Manufacturer		Model No	Delivery Date
2019-10-01	2020-06-30				

Commodity Line Description: Janitorial Service:10/01/19-6/30/20, Philippi, Barbour Co

Extended Description:

Janitorial Services for October 1, 2019 to June 30, 2020 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Seneca Designs

Hourly rate will be \$17.10

Total number of hours to be provided monthly will be 166.2222 which will make the estimated monthly fee \$2,842.40 and the annual fee \$25,581.60.



**HUMAN
SERVICES**

STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR FAMILY ASSISTANCE
DIVISION OF PROCUREMENT

Alex J. Mayer
Cabinet Secretary

Janie Cole
Commissioner

March 14, 2025

WV Association of Rehabilitation Facilities Inc.

400 Patterson Ln

Charleston, WV 25311

Re: Cancellation of Remaining Balance

PO#: CDO BCF 19000000008

Dear Vendor:

The above referenced Purchase Order in the amount of \$452,334.90 was issued on May 29, 2019. We are requesting your approval to cancel the remaining balance of \$28,165.15 that still exists on purchase order # CDO BCF 19*008.

Your signature on the line below will acknowledge that you concur with this action and there are no outstanding invoices against this purchase order. Please mail this letter back to my attention at 350 Capitol Street Room 730, Charleston, WV 25301, or email to me at magen.p.minyard@wv.gov, or fax it to me at (304) 558-6646. Failure to receive written exception to this cancellation by April 13, 2025 will also constitute your concurrence with our cancellation plan.

This cancellation does not impact current or future contracts which you may have with this office. It pertains to this specific purchase order only.

If you have questions or need additional information, please call me at 304-205-8391.

Sincerely,

Magen Minyard
Procurement Associate
Bureau for Family Assistance

DocuSigned by:

Nita Hobbs

6B90B720DE88468..

Signature

3/17/2025

Date

OK
Aeth
Greenhouse



You are viewing this page over a secure connection. Click here for more information.

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

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, 25382 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 160 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	8/30/2004	
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 501 C3 LANGUAGE AND AMENDING BYLAWS
11/18/1985	AMEND; BY LAWS
Date	Amendment

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017x	
2017	
2016	
2015	
2014	
2013	
2012	

2011
2010
2009
2008
2007
2006
2005
2004
2003
2002
2001
2000
1999
1998
Date filed

[File Your Current Year Annual Report Online Here](#)

For more information, please contact the Secretary of State's Office at 304-558-8003.

Tuesday, April 1, 2025 — 9:19 AM

© 2025 State of West Virginia



[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

Search

All Words

e.g. J606N020Q02



Please Register your email address to your SAM.gov account to search the Disaster Response Registry.

[Sign In](#)

Select Domain

Entity Information



All Entity Information

[Entities](#)

[Disaster Response Registry](#)

[Exclusions](#)

Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#).

☐ Any Words

☒ All Words

☐ Exact Phrase

e.g. 123456789, Smith Corp

"the west virginia association of rehabilitation facilities"



Entity

Location

Entity Status

☒ Active

☐ Inactive

☐ ID Assigned

[Reset](#)



No matches found

We couldn't find a match for your search criteria.
Please try another search or go back to previous results.

[Go Back](#)



Feedback

Our Website

[About This Site](#)

[Our Community](#)

[Release Notes](#)

[System Alerts](#)

Policies

[Privacy Policy](#)

[Disclaimers](#)

[Freedom of Information Act](#)

[Accessibility](#)

Our Partners

[Acquisition.gov](#)

[USASpending.gov](#)

[Grants.gov](#)

[More Partners](#)

Customer Service

[Help](#)

[Check Registration](#)

[Federal Service Desk](#)

[External Resources](#)

[Contact Us](#)



This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.