



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: 04-03-2025

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 BFA2300000007 5	Change Order No:	0	Procurement Folder:	1237031
Document Name:	BFA REGION 3, WVARF JANITORIAL			Reason for Modification:	Change Order 01: Cancellation of remaining balance per the attached cancellation letter
Document Description:	Change Order 01: 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 WVRFJAN23 5
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
REGIONAL COMPTROLLER: 304-230-0168 HEALTH AND HUMAN RESOURCES BSS - Region I - North / Regional Office 69 - 16TH STREET WHEELING WV 26003 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Total Order Amount:	\$483,023.53
---------------------	--------------

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
DATE: *4/6/25*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *4-7-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 01: Cancellation of remaining balance

Previous Total: \$514,751.38
Balance Cancelled: \$31,727.85
Revised Total: \$483,023.53

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	1726.25090	HOURL	\$17.1000	\$29,518.89
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Philippi, Barbour Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Randolph Co Sheltered Workshop Inc dba Seneca Designs.
Hourly rate will be \$17.10.
Total number of hours will be provided will be 1984 and the annual fee \$33,926.40.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	5408.00000	HOURL	\$22.2200	\$120,165.76
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Berkeley Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 5456 and the annual fee \$121,232.32.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

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
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Grant Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 1240 and the annual fee \$27,552.80.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	1476.00000	HOUR	\$22.2200	\$32,796.72
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Hampshire Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 1488 and the annual fee \$33,063.36.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	1463.50000	HOUR	\$22.2200	\$32,518.97
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Hardy Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 1488 and the annual fee \$33,063.36.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	2489.00000	HOUR	\$17.4000	\$43,308.60
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Lewis Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 2765.20 and the annual fee \$48,114.48.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	1476.00000	HOUR	\$22.2200	\$32,796.72
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Mineral Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 1488 and the annual fee \$33,063.36.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	738.00000	HOUR	\$22.2200	\$16,398.36
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Morgan Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 744 and the annual fee \$16,531.68.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	828.00000	HOUR	\$19.3300	\$16,005.24
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Gilmer Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: The Op Shop, Inc.

Hourly rate will be \$19.33

Total number of hours will be provided will be 930 and the annual fee \$17,976.90.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	2161.50000	HOUR	\$17.1000	\$36,961.65
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Elkins, Randolph Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 2852 and the annual fee \$48,769.20.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	293.00000	HOUR	\$17.1000	\$5,010.30
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Parsons, Tucker Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 312 and the annual fee \$5,335.20.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	1722.00000	HOUR	\$22.2200	\$38,262.84
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24, Charles Town, Jefferson C

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Developmental Center & Workshop, Inc.

Hourly rate will be \$22.22

Total number of hours will be provided will be 1736 and the annual fee \$38,573.92

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	76110000	1525.75080	HOUR	\$15.7500	\$24,030.58
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24
Braxton Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 per the attached quote from WV Association of Rehabilitation Facilities:

CRP to provide the services will be: Goodwill Industries of Kanawha Valley, Inc

Hourly rate will be \$15.75

Total number of hours will be provided will be 1736 and the annual fee \$27,342.00.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	76110000	1604.50000	HOUR	\$17.4000	\$27,918.30
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-30				

Commodity Line Description: Janitorial Service: 7/1/23-6/30/24
Upshur Co

Extended Description:

Janitorial Services for July 1, 2023 to June 30, 2024 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 will be provided will be 1736 and the annual fee \$30,206.40.

Cancellation of remaining quantity balance to bring the dollar amount to zero per the attached cancellation letter



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

Alex J. Mayer
Cabinet Secretary

Janie Cole
Commissioner

February 28, 2025

WV Association of Rehabilitation Facilities Inc
400 Patterson Ln
Charleston, WV 25311

Re: Cancellation of Remaining Balance
PO#: CDO BFA 2300000007

Dear Vendor:

The above referenced Purchase Order in the amount of \$514,751.38 was issued on June 6, 2023. We are requesting your approval to cancel the remaining balance of \$31,727.85 that still exists on purchase order # CDO BFA 23*007.

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 March 30, 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.

OK
Handwritten signature of Magen Minyard in blue ink.

Sincerely,

Magen Minyard
Procurement Associate
Bureau for Family Assistance

Signature

Date





Minyard, Magen P <magen.p.minyard@wv.gov>

Cancellation of Remaining Balances

1 message

Minyard, Magen P <magen.p.minyard@wv.gov>
To: nhobbs@wvarf.org

Fri, Feb 28, 2025 at 4:22 PM

We are requesting the cancellation of the remaining balances on purchase orders from July and October 2022 as well as June 2023.

Please sign and return the attached letter as soon as possible.

Thank you,



WEST VIRGINIA DEPARTMENT OF

**HUMAN
SERVICES****Magen Minyard**

Procurement Associate

Bureau for Family Assistance

Commissioner's Office

West Virginia Department of Human Services

350 Capitol Street Room 730

Charleston, WV 25301

dhhr.wv.gov

8 attachments

-  **Cancellation Letter ADO BCF23_033 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter CDO BFA23_003 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter CDO BFA23_005 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter CDO BFA23_006 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter CDO BFA23_007 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter CDO BFA23_008 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter ADO BFA23_080 WV Association of Rehabilitation Facilities Inc.pdf**
231K
-  **Cancellation Letter ADO BFA23_081 WV Association of Rehabilitation Facilities Inc.pdf**
231K

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	5/9/1973		5/9/1973	Domestic	Non Profit			

Organization Information			
Business Purpose	5515 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional temp/tyer, orgs)		Capital Stock
Charter County	Kanawha		Control Number
Charter State	WV		Excess Acres
At Will Term			Member Managed
At Will Term Years			Par Value
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	NTA HOBBS 400 PATTERSON LANE CHARLESTON, WV, 25311
Principal Office Address	400 PATTERSON LANE CHARLESTON, WV, 25311 USA
Type	Address

Officers	
Type	Name/Address
Director	NTA HOBBS 555 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 EAPSON 22 CAPITOL STREET CHARLESTON, WV, 25301
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
CROSSROADS INDUSTRIES	TRADENAME	8/29/1995	
WWRF	TRADENAME	8/25/2004	
DBA Name	Description	Effective Date	Termination Date

Amendment	
Date	Amendment
3/21/2014	AMENDMENT FILED, SEE IMAGE
6/4/2010	FILED AMENDING BY-LAWS
5/26/2009	AMEND FILED ADDING 901CS LANGUAGE AND AMENDING BYLAWS
11/18/1995	AMEND, BY LAWS
Date	Amendment

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017a	
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 304-556-8000.

Monday, April 7, 2025 — 8:57 AM

© 2025 State of West Virginia



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

Search

All Words

e.g. 1G06N020Q02



Please sign in to view this page. You must be logged in to view this page.

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](#)



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.