



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: 06-16-2025

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 2742 BCF1900000006 9	Change Order No:	1	Procurement Folder:	575908
Document Name:	BCF REGION 1, WVARF JANITORIAL			Reason for Modification:	Change Order 01: To cancel remaining balance per the attached vendor cancellation letter.
Document Description:	CO 1 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 9
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: 681-661-0143 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 Mosley Requestor Phone: 304-205-8391 Requestor Email: magen.p.minyard@wv.gov  <b>2025</b> 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:	\$187,764.80
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION  
DATE: *Mark Atkins - 6/17/25*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: *6-17-25*  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order 01: Cancellation of remaining balance

Previous Total: \$212,098.28  
Balance Cancelled: \$24,333.49  
Revised Total: \$187,764.79

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	1731.62010	HOURL	\$19.3300	\$33,472.22
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, Calhoun 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: The Op Shop Inc

Hourly rate will be \$19.33

Total number of hours to be provided monthly will be 149.24 which will make the estimated monthly fee \$2,884.81 and the annual fee \$34,617.71.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	732.00000	HOURL	\$20.6500	\$15,115.80
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, Clay 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: Clay County Services Unlimited Inc

Hourly rate will be \$20.65

Total number of hours to be provided monthly will be 66.625 which will make the estimated monthly fee \$1,375.81 and the annual fee \$16,509.68.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	755.00150	HOURL	\$19.3300	\$14,594.18
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, Doddridge 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: The Op Shop Inc

Hourly rate will be \$19.33

Total number of hours to be provided monthly will be 69.085 which will make the estimated monthly fee \$1,335.41 and the annual fee \$16,024.96.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	829.98000	HOURL	\$17.6900	\$14,682.35
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, Gilmer 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 Inc

Hourly rate will be \$17.69

Total number of hours to be provided monthly will be 70.315 which will make the estimated monthly fee \$1,243.87 and the annual fee \$14,926.47

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	1215.75150	HOURL	\$18.1100	\$22,017.26
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, Marshall 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: Northwood Health Systems Inc

Hourly rate will be \$18.11

Total number of hours to be provided monthly will be 133.25 which will make the estimated monthly fee \$2,413.16 and the annual fee \$28,957.89.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	3394.66090	HOURL	\$16.4100	\$55,706.39
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,  
Wheeling, Ohio 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: WATCH Inc

Hourly rate will be \$16.41

Total number of hours to be provided monthly will be 296.84 which will make the estimated monthly fee \$4,871.14 and the annual fee \$58,453.73.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	416.50100	HOURL	\$17.9700	\$7,484.52
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, Pleasants 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: SW Resources Inc

Hourly rate will be \$17.97

Total number of hours to be provided monthly will be 42.64 which will make the estimated monthly fee \$766.24 and the annual fee \$9,194.89.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	1363.45000	HOUR	\$18.1100	\$24,692.08
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, Wetzel 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: Northwood Health Systems Inc, Mid Valley Health

Hourly rate will be \$18.11

Total number of hours to be provided monthly will be 153.75 which will make the estimated monthly fee \$2,784.41 and the annual fee \$33,412.95.



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 19000000006

Dear Vendor:

The above referenced Purchase Order in the amount of \$212,098.28 was issued on May 29, 2019. We are requesting your approval to cancel the remaining balance of \$24,333.49 that still exists on purchase order # CDO BCF 19\*006.

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](mailto: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*

5B00B720DE66466...

Signature

3/17/2025

Date

*OK  
Allison  
Greenhouse*



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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

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#### 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	5613 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional employer 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 6794 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	5/29/1995	
WVAFR	TRADENAME	9/30/2004	
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 501C3 LANGUAGE AND AMENDING BYLAWS
11/19/1985	AMEND: BY LAWS
Date	Amendment

Annual Reports	
Filed For	
2025	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, June 5, 2025 — 1:38 PM

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