



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia Master Agreement

Order Date: 06-23-2025

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:	CMA 0613 9905 VNFFOOD23A 3	Procurement Folder:	1193963
Document Name:	Prequalification for Food, Beverage, and Paper Goods.	Reason for Modification:	Change Order No. 02 To Renew Contract
Document Description:	Prequalification for Food, Beverage, and Paper Goods.		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-06-25
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-06-24

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000200520 A F WENDLING INC 100 WENDLING PLAZA RT 20 S BUCKHANNON WV 26201 US Vendor Contact Phone: 304-472-5500 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>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: Michael A Clevenger Requestor Phone: 304-626-1600 Requestor Email: michaelclevenger06@gmail.com 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DIVISION OF VETERANS AFFAIRS 1 FREEDOMS WAY CLARKSBURG WV 26301 US	VETERAN'S NURSING FACILITY 1 FREEDOMS WAY CLARKSBURG WV 26301 US

CR 6-25-25

Total Order Amount:

Open End

Purchasing Division's File Copy

JA 6/24/25

PURCHASING DIVISION AUTHORIZATION
DATE: June 24 6/25/25
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: 6/27/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 6/27-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order No. 02

Change Order No. 02 is issued to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Effective date of renewal 6/25/2025 through 6/24/2026.

Renewal Years Remaining: 0

No other Changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	50000000				0.000000
Service From		Service To		Service Contract Amount	
2023-06-25		2026-06-24		0.00	

Commodity Line Description: Food, Beverage, and Paper Goods

Extended Description:

Food, Beverage, and Paper Goods



*West Virginia Veterans Nursing Facility
One Freedoms Way
Clarksburg WV 26301*

May 20, 2025

Lori Harris
AF Wendling Inc
100 Wendling Plaza Rt 20 S
Buckhannon, WV 26201

RE: Renewal CMA 0613 9905 VNFFOOD23A

Dear Ms. Harris,

Provisions were included in the original contract documents to renew the referenced contract under the same terms, conditions, and pricing. The renewal dates are 6/25/2025 to 6/24/2026. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

If you have any questions or concerns, feel free to contact me at (304) 626-1600 .

Regards,

Michael Cleverger
Procurement Supervisor

We agree to renew the contract for the period stated above under the same terms, conditions, and pricing as in the original Purchase Order and any subsequent Change Orders.

x
SIGNATURE

DATE

PRINT NAME

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Business Organization Detail

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A. F. WENDLING, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	8/11/1954		8/11/1954	Domestic	Profit			

Organization Information			
Business Purpose	4244 - Wholesale Trade - Wholesale Trade, Nondurable Goods - Grocery and Related Product Merchant Wholesalers		Capital Stock 25000.0000
Charter County	Upshur	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term	Member Managed		
At Will Term Years	Par Value		100.000000
Authorized Shares	250	Young Entrepreneur	Not Specified

Addresses

Type	Address
Mailing Address	A. F. WENDLING INC. PO BOX 661 BUCKHANNON, WV, 26201 USA
Mailing Address	PO BOX 661 BUCKHANNON, WV, 26201 USA
Notice of Process Address	CHRISTOPHER A. WENDLING PO BOX 661 BUCKHANNON, WV, 26201
Principal Office Address	100 WENDLING PLAZA BUCKHANNON, WV, 26201 USA
Type	Address

Officers

Type	Name/Address
Incorporator	A. F. WENDLING 1225 LEWIS ST. CHARLESTON, WV, 25301
Incorporator	GEORGE W. FLESHMAN 830 INDIANA AVE. CHARLESTON, WV, 25301
President	CHRISTOPHER A. WENDLING PO BOX 661 BUCKHANNON, WV, 26201
Secretary	KAREN L. WENDLING PO BOX 661 BUCKHANNON, WV, 26201
Treasurer	KAREN L. WENDLING PO BOX 661 BUCKHANNON, WV, 26201
Vice-President	FRED W. WENDLING PO BOX 661 BUCKHANNON, WV, 26201
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date

A.F. WENDLING FOOD SERVICE	TRADENAME	2/4/2019	
WENDLINGS FOOD SERVICE	TRADENAME	5/27/2005	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
11/8/1971	CHANGE OF PRINCIPAL OFFICE TO: 6308 MACCORKLE AVE., S.E. CHARLESTON, WEST VIRGINIA; ROLL 53.
Date	Amendment

Annual Reports

Filed For

2025

2024

2023

2022

2021

2020

2019

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2016

2015

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2010

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2002
2002
2001
2000
1999
Date filed

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

Tuesday, June 24, 2025 — 10:34 AM

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- ☐ Inactive

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All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification



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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use:		Agency:
Buyer: <u>SA</u>	Date: <u>6/24/25</u>	WVVNF
Solicitation No. <u>CO No. 2 - Renew</u>		Procurement Officer Submitting Requisition: Michael Clevenger
		Requisition No. CMA VNFFOOD23A
		PF No.: 1193963

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/> N/A
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
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: _____

James Otto