



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: 05-28-2025

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 0803 0358 DOT2500000024 1	Change Order No:	Procurement Folder:	1705415
Document Name:	JANITORIAL SERVICE-I-77 SOUTH & NORTH MINERALS WELLS		Reason for Modification:	
Document Description:	JANITORIAL SERVICE- I-77 SOUTH & NORTH MINERALS WELLS			
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 WVARF23 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC PO BOX 6764 CHARLESTON WV 25362 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>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: Ronald Scott Armentrout Requestor Phone: 304-865-0065 Requestor Email: r.scott.armentrout@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
DIVISION OF HIGHWAYS DISTRICT THREE 624 DEPOT ST PARKERSBURG WV 26101 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

Total Order Amount: \$434,320.80

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION

DATE: *Mark A Atkins - 6/10/2025*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *[Signature]*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

STATE CONTRACT RELEASE: CDO DOT25*24

SWC-WVARF23

CONTRACT TO PROVIDE JANITORIAL SERVICE TO WVDOH DISTRICT THREE - I-77 SOUTH & NORTH AT MINERALS WELLS

SERVICE DATE: 07/01/2025 - 06/30/2026

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	8760.00000	HOUR	\$49.5800	\$434,320.80
Service From	Service To	Manufacturer		Model No	Delivery Date
2025-07-01	2026-06-30				2025-05-30

Commodity Line Description: DOH REST AREAS -JANITORIAL SERVICE-I-77 MINERALS WELLS

Extended Description:

See Exhibit_A Pricing Pages for Contract Items and Pricing.



Service Agreement
31.HRA.009.26

West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

SERVICE AGREEMENT

Contractor: West Virginia Association of Rehabilitation Facilities, Inc.
Work Performed By: SW Resources, Inc.,
Work to be Performed: Custodial/Grounds
Contract Site: DOH Rest Area
I-77 South & North at Minerals Wells
Customer Contact: Carla Rotsch
Period of Contract: July 1, 2025 - June 30, 2026

	<u>Est. Hours</u>		<u>Approved Rate*</u>		
Total Period Amount:	8,760	X	\$49.58	=	\$434,320.80 annually

Billed Monthly As Follows:

2025	Days	Hours	Cost	2026	Days	Hours	Cost
July	31	744	\$36,887.52	January	31	744	\$36,887.52
August	31	744	\$36,887.52	February	28	672	\$33,317.76
September	30	720	\$35,697.60	March	31	744	\$36,887.52
October	31	744	\$36,887.52	April	30	720	\$35,697.60
November	30	720	\$35,697.60	May	31	744	\$36,887.52
December	31	744	\$36,887.52	June	30	720	\$35,697.60

Notes:

- WVARF agrees to provide services for the above amount as the "Fair Market Price" approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.
- The State agency agrees to furnish disposable items, including but not limited to: toilet tissue, paper towels, liquid hand soap, and trash liners.
- *\$49.58 is the non-pcard price/hour. If choosing to pay by Pcard, the Pcard hourly rate of \$51.07/hour will be charged.

DocuSigned by:

Nita Hobbs

WVARF, Inc.

5/19/2025

Date

Evan Dewey
Signature for the State Agency

Evan Dewey
Print Name for the State Agency

5-21-25
Date

REST AREA PRICING

AGREEMENT: 31.HRA.009.26

CRP: SW Resources, Inc.,

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-77 South & North at Minerals Wells

A. BUILDING DESCRIPTION

Lawn Acreage	9.53
North Acreage	3.67
South Acreage	5.86
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 17.68	
Supervisor Taxes	13.50%	1.135
Direct Labor Wage	\$ 10.75	
Direct Labor Taxes	13.50%	1.135

C. Staffing Plan

Daily Time Allocation - Supervision	8.00
Daily Time Allocation - Direct Labor	48.00
	0.000
Total Time per day	56.00
Vac/sick/holiday - Supervisors (days)	30
Vac/sick/holiday - Direct labor (days)	30

D. Monthly Direct Costs

Supervision Wage + Tax	\$ 4,890.41
Supervision Vacation + Sick	\$ 401.34
Direct Labor Wage + Tax	\$ 17,841.16
Direct Labor Vacation + Sick	\$ 1,464.15
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 24,597.05

E. Supplies and Equipment - per month**

Supplies	\$ 884.52
Equipment	\$ 1,701.23
Telephone	\$ 100.33
Uniforms	\$ 285.84
Gas and Oil	\$ 129.38
Maintenance Lawn Equipment	\$ 129.38

\$245 per worker

110

110

F. Overhead and Burden

9.5%	\$ 2,737.33
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G. Additional labor not included in the DL hours above.

Additional 20 days per year	\$ 1,952.20
Extra Lawn Care 810 hours	\$ 9,883.01

H. Annual Price to Customer \$434,320.80 annual

WVARF Fee

(included in annual price above) \$ 17,782.80 annual

I. Contract Period July 1, 2025 - June 30, 2026

J. Notes

A. Disposables Supplied by the State

B. Use of mobile crews authorized.

WVARF agrees to provide the above service for the amount indicated as approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

**FY25 Rates were increased by 10%. The supervisor and direct labor wages were adjusted above to meet the market need, as well as, any other line item relating to labor, and the rest was used for increased cost in supplies, equipment, overhead, etc.

MAJOR & MINOR EQUIPMENT

AGREEMENT: 31.HRA.009.26

CRP: SW Resources, Inc.,

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-77 South & North at Minerals Wells

NO.	DESCRIPTION	USEFUL LIFE	% USED ON CONTRACT	NO OF UNITS	UNIT PRICE*	TOTAL TO BE DEPRECIATED
	MAJOR					
1	Rider Mower	5	100%	1	\$ 15,656.00	\$ 3,131.20
2	No-Touch Restroom Cleaning System	2	100%	1	\$ 3,995.00	\$ 1,997.50
3	Commercial Weed Trimmer	2	100%	2	\$ 350.00	\$ 350.00
4	Lawn Trailer	5	100%	1	\$ 1,300.00	\$ 260.00
5	Low speed buffer, 175 rpm	5	100%	1	\$ 1,300.00	\$ 260.00
6	Salt/Seed/Fertilizer Spreader	3	100%	1	\$ 300.00	\$ 100.00
7	Back Pack Blower	2	100%	2	\$ 767.00	\$ 767.00
8	Hose Reel/Hose	3	100%	1	\$ 441.00	\$ 147.00
9	Mop/Bucket system	1	100%	1	\$ 200.00	\$ 200.00
10	Tilt Truck rest area	5	100%	1	\$ 640.00	\$ 128.00
11	Push Mower	2	100%	2	\$ 400.00	\$ 400.00
12	Wet/Dry Vac	1	100%	1	\$ 700.00	\$ 700.00
13	Communication Equipment	1	100%	1	\$ 900.00	\$ 900.00
14	Snow blower /Plow	3	100%	1	\$ 2,000.00	\$ 666.67
15	Ladder	1	100%	1	\$ 200.00	\$ 200.00
16		1	100%	0	\$ -	\$ -
17		1	100%	0	\$ -	\$ -
18		1	100%	0	\$ -	\$ -
19		1	100%	0	\$ -	\$ -
20		1	100%	0	\$ -	\$ -
21		1	100%	0	\$ -	\$ -
22		1	100%	0	\$ -	\$ -
23		1	100%	0	\$ -	\$ -
		1	100%	0	\$ -	\$ -
					Annual	\$ 10,207.37
					Monthly	\$ 850.61

EXPENDABLE SUPPLIES**AGREEMENT:** 31.HRA.009.26**CRP:** SW Resources, Inc.,**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - I-77 South & North at Minerals Wells

NO.	DESCRIPTION	UNIT	NO. OF UNITS	PRICE PER UNIT	ANNUAL PRICE
1	1st Aid Kits	ea	1	\$250.00	\$250.00
2	Peroxide/ Bathroom cleaner	gal	26	\$25.00	\$650.00
3	Weed Trimmer Line	roll	1	\$40.00	\$40.00
4	Bowl Cleaner	cs/12	2	\$42.53	\$85.06
5	Biohazard Kits	ea	3	\$32.64	\$97.92
6	Nifty Nabber	ea	1	\$45.05	\$45.05
7	Bowl brush	ea	6	\$2.79	\$16.74
8	Push Broom Street 36	ea	2	\$40.00	\$80.00
9	Broom, house	ea	0	\$4.49	\$0.00
10	Broom handle	ea	0	\$4.57	\$0.00
11	Disinfectant	gal	4	\$25.00	\$100.00
12	Matting	ea	4	\$200.00	\$800.00
13	Supervisor Travel	ea	1	\$1,500.00	\$1,500.00
14	Postage/Copying/faxing	ea	1	\$200.00	\$200.00
15	Nifty Nabber	ea	2	\$29.00	\$58.00
16	Visa Versa	ea	2	\$34.00	\$68.00
17	Telescoping Pole	ea	1	\$180.00	\$180.00
27	Glass cleaner	ea	1	\$89.00	\$89.00
28			0		\$0.00
29			0		\$0.00
30	Latex gloves	box/100	40	\$12.00	\$480.00
31		ea	0	\$0.00	\$0.00
32	Lobby pan/broom combo	ea	1	\$38.00	\$38.00
33	Wet Mops	cs/5	4	\$16.00	\$64.00
34	Mop handle	ea	3	\$30.00	\$90.00
35	Mop Bucket w/Ringer/Casters	ea	1	\$180.00	\$180.00
36		0	0	\$0.00	\$0.00
37	Razor Blade Stick	ea	1	\$21.96	\$21.96
38	Razor Blades	pk/10	1	\$9.73	\$9.73
39	Spray bottles	ea	24	\$1.82	\$43.68
40			0	\$32.64	\$0.00
41	Spray Disinfectant	cs	2	\$60.00	\$120.00
42		0	0	\$6.15	\$0.00
43		0	0	\$69.02	\$0.00
44		ea	0	\$2.69	\$0.00
45		0	0	\$26.15	\$0.00
46		0	0	\$20.30	\$0.00
47		pk	0	\$0.00	\$0.00
48		ea	0	\$0.00	\$0.00
TOTAL EXPENDABLE SUPPLIES					\$5,307.14

CMA 0212 WVARF23

EXHIBIT_A PRICING PAGES

Revised 07/01/2024

FMP REFERENCE GUIDE WVARF10 CONTRACT WVARF23 CONTRACT	ITEM NUMBER	CRP	PRODUCT/ ITEM DESCRIPTION	UNIT OF MEASURE	PRICE	Fixed Price Allowance (see CO#2)
Commodity Line #1 DOH REST AREAS - Custodial/Grounds Maintenance						
CO#5	RA001	Horizon Goodwill Industries	Custodial/ Grounds Maintenance DOH Rest Area-- I-81 Truckstop	Hour	\$ 27.93	\$ 28.77
CO#5	RA002	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Williamstown	Hour	\$ 25.38	\$ 26.14
CO#5	RA003	Clay County Services Unlimited, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Servia - NB & SB	Hour	\$ 49.29	\$ 50.77
CO#5	RA004	Pace Enterprises, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Morgantown - SB only	Hour	\$ 29.24	\$ 30.12
CO#5	RA005	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Mineral Wells - NB & SB	Hour	\$ 49.58	\$ 51.07
CO#5	RA006	The Op Shop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Meadowbrook - MB & SB	Hour	\$ 54.52	\$ 56.16
CO#5	RA007	Gateway Industries, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- White Sulphur - WB only	Hour	\$ 27.93	\$ 28.77
CO#5	RA008	Goodwill Industries of Kanawha Valley, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Hurricane - EB & WB	Hour	\$ 50.95	\$ 52.48
CO#5	RA009	Goodwill of KYOWVA, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Huntington - EB only	Hour	\$ 28.91	\$ 29.78
CO#5	RA010	Preston County Workshop	Custodial/ Grounds Maintenance DOH Rest Area-- Hazelton - WB only	Hour	\$ 32.82	\$ 33.80
CO#5	RA011	Precision Services, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Burnsville - NB & SB	Hour	\$ 52.28	\$ 53.85
CO#5	RA012	W.A.T.C.H., Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Valley Grove WB only	Hour	\$ 26.74	\$ 27.54
CO#5	RA013	Development Center & Workshop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area-- Marlow/Bunker Hill - NB & SB	Hour	\$ 75.87	\$ 76.09
CO#15	FG001	Development Center & Workshop, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG002	Goodwill Industries of Kanawha Valley, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG003	Goodwill of KYOWVA, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG004	Integrated Resources, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG005	Mercer County Opportunity Industries, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG006	The Op Shop, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575
CO#15	FG007	SW Resources, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0.2575

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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	Bus Type	Termination Date	Termination Reason
C Corporation	5/5/1973		5/5/1973	Domestic	Non-Profit			

Organization Information			
Business Purpose	5013 - Admin/Support Waste Mgt/Rehabilitation 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 6784 CHARLESTON, WV, 25302 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 585 BURROUGHS STREET MORGANTOWN, WV, 26505
Incorporator	GEORGE W. KESSINGER 1616 WILKIE DR CHARLESTON, WV, 25301 USA
Incorporator	THOMAS J. ATKINSON 180 S. 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	5/28/1995	
WVAF	TRADENAME	9/30/2004	
DBA Name	Description	Effective Date	Termination Date

Amendment	
Date	Amendment
3/21/2014	AMENDMENT FILED: SEE IMAGE
5/4/2010	FILED AMENDING BYLAWS
5/26/2009	AMEND FILED ADDING 5013 LANGUAGE AND AMENDING BYLAWS
11/16/1995	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 12, 2025 — 10:16 AM

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