

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 0780 DOT2500000031 1	Change Order No:	Procurement Folder:	1706788
Document Name:	JANITORIAL SERVICE-I-79 NORTH & SOUTH AT SERVIA JANITORIAL SERVICE-I-79 NORTH & SOUTH AT SERVIA		Reason for Modification:	
Document Description:				
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		The Thirty of the		DEPARTMENT CONTACT
WEST	or Customer Code: VIRGINIA ASSOCIA OX 6764	00000020479 TION OF REHABI	-	FACILITIES INC	Requestor Name: Requestor Phone: Requestor Email:	Donna J Bishoff 304-269-8926 donna.j.bishoff@wv.gov
US Vendo	LESTON or Contact Phone: unt Details:	681-661-0143	WV Extension	25362 on:		2025 FILE LOCATION
	Discount Allowed	Discount Perd	entage	Discount Days		
#1	No	0.0000		0	-	
#2	No					
#3	No					
#4	No				-	

INVOICE TO			SHIP TO		
DIVISION OF HIGHWAYS		STATE OF WEST VIRGINIA	A		
DISTRICT SEVEN		JOBSITE - SEE SPECIFICA	ATIONS		
DRAWER 1228					
WESTON	WV 26452	No City	WV 99999		
us		us			

Purchasing Division's File Copy

Total Order Amount: \$431,780.40

PURCHASING DIVISION AUTHORIZATION

Date Printed: May 28, 2025

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE
ELECTRONIC SIGNATURE ON FILE

Page: 1

Order Number: CDO 0803 0780 DOT2500000031 1

FORM ID: WV-PRC-CDO-002 2020/05

Extended Description:

CONTRACT RELEASE ORDER: CDO DOT25*31

SWC-WVARF23

TO PROVIDE JANITORIAL SERVICE FOR THE WVDOH REST AREA AT - I-79 NORTH & SOUTH AT SERVIA

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	8760.00000	HOUR	\$49.2900	\$431,780.40
Service From	Service To	Manufacturer		Model No	Delivery Date
					2025-06-06

Commodity Line Description:

DOH REST AREAS - JANITORIAL SER. I-79 NORTH & SOUTH - SERVIA

Extended Description:

DOH REST AREAS - JANITORIAL SER. I-79 NORTH & SOUTH - SERVIA

Date Printed: May 28, 2025 Order Number: CDO 0803 0780 DOT2500000031 1

Page: 2



Service Agreement 02.HRA.002.26

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:

Clay County Services Unlimited, Inc.

Work to be Performed:

Custodial/Grounds

Contract Site:

DOH Rest Area

1-79 North & South at Servia

Customer Contact:

Carla Rotsch

Period of Contract:

July 1, 2025 - June 30, 2026

Approved

Est Hours

Rate

Total Period Amount:

8,760

\$49.29

\$431,780.40 annually

Billed Monthly As Follows:

2025	Days	Hours	Cost	2026	Days	Hours	Cost
July	31	744	\$36,671.76	January	31	744	\$36,671.76
August	31	744	\$36,671.76	February	28	672	\$33,122.88
September	30	720	\$35,488.80	March	31	744	\$36,671.76
October	31	744	\$36,671.76	April	30	720	\$35,488.80
November	30	720	\$35,488.80	May	31	744	\$36,671.76
December	31	744	\$36,671.76	June	30	720	\$35,488.80

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.
- *\$49.29 is the non-peard price/hour. If choosing to pay by Peard, the Peard hourly rate of \$50.77/hour will be charged.

Hatts	5/19/2025
Inc.	Date
	5-21-25
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ame for the State Agency	

REST AREA PRICING

AGREEMENT: 02.HRA.002.26

CRP: Clay County Services Unlimited

CUSTOMER: Division of Highways - Maintenance Division **LOCATION:** Rest Area - I-79 North & South at Servia

A. BUILDING DESCRIPTION

Lawn Acreage	7.62
North Acreage	4.69
South Acreage	2.93
Number of days per week cleaned	7.03

B. Wage Data

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

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Daily Time Allocation - Supervision	8.00
Daily Time Allocation - Direct Labor	48.00
	0.000
Total Time per day	56.00
Vacation-sick Supervisors (days)	30
Vacation-sick 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	\$ 349.25
Uniforms	\$ 285.84
Floor mat service	\$ -
Gas and Oil	\$ 69.85
Maintenance Lawn Equipment	\$ 69.85

527.08 625.08 349.25 285.84

> 60.33 \$110 per acre 60.33 \$110 per acre

F. Overhead and Burden

G. Additional labor not included in the DL hours above.

Additional 20 days per year	\$ 1,952.20
Extra Lawn Care 723 hours	\$ 6,359.69

H. Annual Price to Customer WVARF Fee

\$ 431,780.40 annual

disability of the account of

(included in annual price above) \$ 17,695.20 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

AGRÉEMENT: 02.HRA.002.26

CRP: Clay County Services Unlimited

CUSTOMER: Division of Highways - Maintenance Division **LOCATION:** Rest Area - I-79 North & South at Servia

		USEFUL	% USED ON	NO OF		UNIT	TC	TAL TO BE
NO.	DESCRIPTION	LIFE	CONTRACT	UNITS		PRICE*	DE	PRECIATED
	MAJOR				Т			
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	Comunication 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: 02.HRA.002.26

CRP: Clay County Services Unlimited

CUSTOMER: Division of Highways - Maintenance Division **LOCATION:** Rest Area - I-79 North & South at Servia

				PRICE PER	ANNUAL
			NO. OF		
NO.	DESCRIPTION	UNIT	UNITS	UNIT	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	\$45.09
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	Niffy 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
18		ea	0	\$0.00	\$0.00
19		ea	0	\$0.00	\$0.00
20	Glass cleaner	ea	1	\$89.00	\$89.00
21			0		\$0.00
22			0		\$0.00
23	Latex gloves	box/100	40	\$12.00	\$480.00
24		ea	0	\$0.00	\$0.00
25	Lobby pan/broom combo	ea	1	\$38.00	\$38.00
26	Wet Mops	CS	4	\$16.00	\$64.00
27	Mop handle	ea	3	\$30.00	\$90.00
28	Mop Bucket w/Ringer/Casters	ea	1	\$180.00	\$180.00
29		0	0	\$0.00	\$0.00
30	Razor Blade Stick	ea	1	\$21.96	\$21.96
31	Razor Blades	pk/10	1	\$9.73	\$9.73
32	Spray bottles	ea	24	\$1.82	\$43.68
33			0	\$32.64	\$0.00
34	Spray Disinfectant	CS	2	\$60.00	\$120.00
42				7	\$0.00
43	TOTAL EXPENDABLE SUPPLIES				\$5,307.14

EXHIBIT_A	L DESIRED LY	100.3	Revised 07/01/2024			
FMP REFERENCE GUIDE WVARF38 CONTRACT	ITEM NUMBER	CRP	PRODUCT/ ITEM DESCRIPTION	UNIT OF MEASURE	PRICE	Post Allo (see
CONTRACT					J-1	
1000	Con	modity Line 81	DOH REST ANEAS - Custodial/Grounds Meintenance			_
cors	RA001	Horizon Goodwill Industries	Custodial/ Grounds Maintenance DOH Rest Area— 4-81 Truckstop	Hour	\$ 27.93	\$
cors	RA002	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area Williamstown	Hour	\$ 25.38	\$
cons	RA003	Clay County Services Unlimited, Inc.	Custodial/ Grounds Maintenance DOH Rest Area – Servia - NB & SB	Hour	\$ 49.29	\$
cons	RA004	Pace Enterprises, Inc.	Custodial/ Grounds Maintenance DOH Rest Area— Morgantown - 58 only	Hour	\$ 29.24	\$
(0)(1)	RA005	SW Resources, Inc.	Custodial/ Grounds Maintenance DOH Rest Area— Mineral Wells - NB & SB	Hour	\$ 49.58	\$
rois	RADO5	The Op Shop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area— Meadowbrook - MB & SB	Hour	\$ 54.52	\$
coas	RA007	Gateway Industries, Inc.	Custodial/ Grounds Maintenance DOH Rest Area White Sulphur - WB only	Hour	\$ 27.93	\$
COHS	RA008	Goodwill Industries of Kanawha Valley, Inc.	Custodial/ Grounds Maintenance DOH Rest Area – Hurrkane - EB & W8	Hour	\$ 50.95	\$
cors.	RA009	Goodwill of KYOWVA, Inc.	Custodial/ Grounds Maintenance DOH Rest Area— Huntington - EB only	Hour	\$ 28.91	\$
toes	RA010	Preston County Workshop	Custodial/ Grounds Maintenance DOH Rest Area— Hazelton - WB only	Hour	\$ 32.82	\$
cons	RA011	Precision Services, Inc.	Custodial/ Grounds Maintenance DOH Rest Area Burnsville - NB & SB	Ноиг	\$ 52.28	ş
coes	RA012	W.A.T.C.H.,Inc.	Custodial/ Grounds Maintenance DOH Rest Area Valley Grove W8 only	Hour	\$ 26.74	\$
coes	RA013	Development Center & Workshop, Inc.	Custodial/ Grounds Maintenance DOH Rest Area Marlow/Bunker Hill NB & SB	Hour ,	\$ 73.87	\$
COW15	FG001	Development Center & Warkshop, Inc.	Fogging/Disinfecting	SF	\$ 0.25	5 (
CO#15	FG002	Goodwill Industries of Kanawha Valley, Inc.	Fogging/Disinfecting	\$F	\$ 0.25	\$ (
CON15	FG003	Goodwill of KYOWVA, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0
00812	FG004	Integrated Resources, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0
CORES	FG005	Mercer County Opportunity Industries, Inc.	Fagging/Disinfecting	SF	\$ 0.25	\$ 0
CO#15	FG006	The Op Shop, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0
COW15	FG007	SW Resources, Inc.	Fogging/Disinfecting	SF	\$ 0.25	\$ 0

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Organization Information								
Org Type	Effective Date	Setablished Date	Pilling Date	Charter	Class	Sec Type	Terreire For Date	Termination Reason
C Corporation	5/8/1973		5/8/1973	Domestic	Non-Profit			

n Information			
Business Purpose	5613 - Admin/Support Waste Mg/Themediation Strvices - Administrative and Support Services - Employment Services (placement, exacutive search, temporary help, professional employer orgs)	Capital Stock	0.0000
Charter County	Kanewhs	Control Number	0
Charler State	wv	Excess Acres	C
At Will Term		Member Managed	
At Will Term Years		Par Value	0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses		
Туре	Address	
Local Office Address	400 PATTERSON LANE CHAPILESTON, WY, 28511	
Mailing Address	PO BOX 6764 GNAIL ESTON, WV, 25352 USA	
Notice of Process Addre	NITA HOBBS 400 MITERBON LANE CHARLESTON, WV, 25311	
Principal Office Address	400 PATTERSON LANE OHARESTON, WV. 28511 USA	
Type	Address	

Officers		
Турч	Marcal Address s	
Director	NITA HOBBS SSS BURPOLIGHS STREET MORGANTOWN, WJ, 95655	
Incorporator	GEORGE W. KEGIMGER 1018 WILUGE DR CHARLESTON, WY, 25901 USA.	
Incorporator	THOTHY A ATUNDON 189 S. ST KEYSER, WY, 26726 USA	
President	JOHN EMPSON 22 CAPITOL STREET CHARLESTON, WV. 25901	
Type	Harva/Addres s	

DBA			
DIEA Name	Description	Effective Date	Termination Date
CROSSROADS INDUSTRIES	TRADENAME	878/1995	
WWARF	TRADENAME	\$/30/2004	
DBA Meree	Description	Effective Date	Testelnation Date

Date	Amendament
3/21/2014	AMENDMENT FILED: SEE MAIGE
6/4/2010	PILED AMENDING BYLAWS
5/26/2009	AMEND FILED ADDING SOICS LANGUAGE AND AMENDING BYLAWS
11/18/1986	AMEND: BY LAWS
Date	Americanist

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