



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: 06-10-2022

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 0212 0212 TEMP21F 3	Procurement Folder:	751414
Document Name:	STATEWIDE CONTRACT: TEMP21F	Reason for Modification:	CO#02: Issued to renew the original contract and publish the award level synopsis (Rev. 7/15/2022) per the attached documents.
Document Description:	TEMPORARY STAFFING SERVICES (Original PF: 738312)		
Procurement Type:	Statewide MA (Open End)		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2020-07-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-07-14

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000228419			Requestor Name:	Mark A Atkins
EXPRESS SERVICES INC				Requestor Phone:	(304) 558-2307
47 RHL BLVD				Requestor Email:	mark.a.atkins@wv.gov
SOUTH CHARLESTON	WV	25309			
US				<div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	999-999-9999	Extension:	1007		
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
ALL STATE AGENCIES	STATE OF WEST VIRGINIA
VARIOUS LOCATIONS AS INDICATED BY ORDER	VARIOUS LOCATIONS AS INDICATED BY ORDER
No City	No City
WV 99999	WV 99999
US	US

6-15-22 ~~6-15-22~~

Total Order Amount:	Open End
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Purchasing Division's File Copy

JUL 6/14/2022

PURCHASING DIVISION AUTHORIZATION
 DATE: *Mark A. Atkins - 6/14/2022*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
John S. Gray
 DATE: *6/16/2022*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
Beverly Tolen
 DATE: *6-21-22*
 ELECTRONIC SIGNATURE ON FILE

6/16/2022

Extended Description:

Change Order #2 is issued for the following:

1. To renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.
2. To publish the updated award level synopsis pricing pages (Revised 7/15/2022).

Effective date of renewal: 07/15/2022 through 07/14/2023.

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111600			HOUR	0.000000
	Service From	Service To			

Commodity Line Description: TEMPORARY EMPLOYEE STAFFING SERVICES

Extended Description:

See attached Synopsis Award Spreadsheets for Contract Pricing.



MARK D. SCOTT
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WEST VIRGINIA 25305-0130

W. MICHAEL SHEETS
DIRECTOR

June 3, 2022

Tom Wirts, Owner & General Manager
Express Services, Inc.
47 RHL Boulevard
South Charleston, WV 25305

Subject: WV Statewide Contract No.: CMA 0212 TEMP21F Temporary Staffing Services

Dear Mr. Wirts:

The State of West Virginia is offering to renew subject contract under the original terms, conditions, pricing, and authorized change orders. The renewal dates are July 15, 2022 through July 14, 2023. Please mark your renewal position on the corresponding statement and complete the signature information below. Then return this letter to my attention as soon as possible. You may return via email to Mark.A.Atkins@wv.gov.

We agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

We do not agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

<u>Tom Wirts</u>	<u></u>	<u>Owner/G.M.</u>	<u>6/3/22</u>
Print Name	Signature	Title	Date

Please call if you have any questions.

Very truly yours,

Mark A. Atkins, CPFB
Buyer Supervisor, Statewide Contracts
West Virginia Department of Administration
Purchasing Division
2019 Washington Street, East
POB 50130
Charleston, WV 25305-0130
Phone: 304.558.2307
Email: Mark.A.Atkins@wv.gov

REGION 1:

SYNOPSIS AWARD LEVELS 1-3

TEMP21
Temporary Staffing Services

Hancock	Brooke	Ohio	Marshall	Wetzel	Monongalia	Marion	Harrison	Dodridge	Gilmer	Pleasants	Calhoun	Wirt	Wood	Tyler	Ritchie
		AWARD LEVEL 1		AWARD LEVEL 2		AWARD LEVEL 3									
CLASSIFICATION		VENDOR	RATE \$	VENDOR	RATE \$	VENDOR	RATE \$								
Accounting Technician 2		WVAREF	\$ 15.81	Athena Consulting	\$ 12.30	Express Staffing	\$ 13.73								
Administrative Services Assistant 1		WVAREF	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94								
Administrative Services Assistant 2		WVAREF	\$ 16.86	Athena Consulting	\$ 13.15	Express Staffing	\$ 14.02								
Cook		WVAREF	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.67								
Custodian		WVAREF	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30								
Data Entry Operator2		WVAREF	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.74								
Executive Secretary		WVAREF	\$ 17.99	Saunders Staffing	\$ 13.11	Athena Consulting	\$ 14.60								
Groundskeeper		WVAREF	\$ 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30								
Health Service Worker		WVAREF	\$ 14.05	Saunders Staffing	\$ 12.77	Athena Consulting	\$ 14.00								
Laboratory Assistant 3		Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49								
Laborer		WVAREF	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30								
Mail Runner		WVAREF	\$ 13.36	22nd Century	\$ 12.58	Athena Consulting	\$ 12.30								
Office Assistant 2		WVAREF	\$ 14.41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58								
Office Assistant 3		WVAREF	\$ 15.81	Athena Consulting	\$ 12.40	Saunders Staffing	\$ 12.82								
Paralegal		Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Saunders Staffing	\$ 16.47								
Parking Attendant		WVAREF	\$ 13.36	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.53								
Word Processor		WVAREF	\$ 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								

Region 1 Awards:															
CONTRACTS										COUNTIES AWARDED			KEY: RATE \$ HOURLY RATE		
CMA 0212 0212 TEMP21A WVAREF										ALL					
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas										ALL					
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.										ALL					
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.										ALL					
CMA 0212 0212 TEMP21E Moten Tate, Inc.										ALL					
CMA 0212 0212 TEMP21F Express Services, Inc.										ALL					
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.										ALL					
CMA 0212 0212 TEMP21H Jay Kay, Inc.										ALL					
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower										NONE					
Effective Date: 07/15/2022															

REGION 2:

SYNOPSIS AWARD LEVELS 1-3

TEMP21
Temporary Staffing Services

Mason	Cabell	Wayne	Mingo	Logan	Boone	Lincoln	Kanawha	Putnam	Roane	Jackson				
				AWARD LEVEL 1		AWARD LEVEL 2		AWARD LEVEL 3						
CLASSIFICATION		VENDOR	RATE \$	VENDOR		RATE \$	VENDOR		RATE \$					
Accounting Technician 2		WVAREF	\$ 14.84	Athena Consulting		\$ 12.30	Express		\$ 13.73					
Administrative Services Assistant 1		WVAREF	\$ 15.84	Athena Consulting		\$ 12.30	22nd Century		\$ 12.94					
Administrative Services Assistant 2		WVAREF	\$ 16.86	Athena Consulting		\$ 13.15	Express		\$ 14.02					
Cook		WVAREF	\$ 13.00	Athena Consulting		\$ 12.30	Saunders Staffing		\$ 12.67					
Custodian		WVAREF	\$ 14.05	Moten Tate		\$ 12.12	Athena Consulting		\$ 12.30					
Data Entry Operator2		WVAREF	\$ 16.86	Athena Consulting		\$ 12.60	Saunders Staffing		\$ 12.74					
Executive Secretary		WVAREF	\$ 17.99	Saunders Staffing		\$ 12.88	Athena Consulting		\$ 14.60					
Groundskeeper		WVAREF	\$ 13.36	Moten Tate		\$ 12.12	Athena Consulting		\$ 12.30					
Health Service Worker		WVAREF	\$ 14.05	Athena Consulting		\$ 14.00	Moten Tate		\$ 14.63					
Laboratroy Assistant 3		Athena Consulting	\$ 12.30	22nd Century		\$ 12.65	Jay Kay		\$ 13.49					
Laborer		WVAREF	\$ 14.05	Moten Tate		\$ 12.00	Athena Consulting		\$ 12.30					
Mail Runner		WVAREF	\$ 13.36	Athena Consulting		\$ 12.30	22nd Century		\$ 12.58					
Office Assistant 2		WVAREF	\$ 14.41	Athena Consulting		\$ 12.05	22nd Century		\$ 12.58					
Office Assistant 3		WVAREF	\$ 15.81	Athena Consulting		\$ 12.40	Saunders Staffing		\$ 12.82					
Paralegal		Athena Consulting	\$ 14.30	Excelsior		\$ 15.70	Manpower		\$ 17.43					
Parking Attendant		WVAREF	\$ 13.36	Athena Consulting		\$ 12.30	22nd Century		\$ 12.58					
Word Processor		WVAREF	\$ 14.05	Athena Consulting		\$ 12.30	22nd Century		\$ 12.58					
Region 2 Awards:														
CONTRACTS				COUNTIES AWARDED		KEY:		RATE \$	HOURLY RATE					
CMA 0212 0212 TEMP21A WVAREF				ALL										
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas				ALL										
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.				ALL										
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.				ALL										
CMA 0212 0212 TEMP21E Moten Tate, Inc.				ALL										
CMA 0212 0212 TEMP21F Express Services, Inc.				ALL										
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.				ALL										
CMA 0212 0212 TEMP21H Jay Kay, Inc.				ALL										
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower				ALL										
Effective Date: 07/15/2022														

REGION 3:

SYNOPSIS AWARD LEVELS 1-3

TEMP21
Temporary Staffing Services

Lewis	Upshur	Randolph	Pendelton	Hardy	Grant	Hampshire	Mineral	Morgan	Berkeley	Jefferson	Tucker	Barbour	Taylor	Preston
		AWARD LEVEL 1		AWARD LEVEL 2		AWARD LEVEL 3								
CLASSIFICATION		VENDOR	RATE \$	VENDOR	RATE \$	VENDOR	RATE \$							
Accounting Technician 2		WVAREF	\$ 15.84	Athena Consulting	\$ 12.30	Express	\$ 13.73							
Administrative Services Assistant 1		WVAREF	\$ 15.84	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94							
Administrative Services Assistant 2		WVAREF	\$ 16.86	Athena Consulting	\$ 13.15	Express	\$ 14.02							
Cook		WVAREF	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.91							
Custodian		WVAREF	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30							
Data Entry Operator2		WVAREF	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.74							
Executive Secretary		WVAREF	\$ 17.99	Saunders Staffing	\$ 12.88	Athena Consulting	\$ 14.60							
Groundskeeper		WVAREF	\$ 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30							
Health Service Worker		WVAREF	\$ 14.05	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63							
Laboratory Assistant 3		Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49							
Laborer		WVAREF	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30							
Mail Runner		WVAREF	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58							
Office Assistant 2		WVAREF	\$ 14.44	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58							
Office Assistant 3		WVAREF	\$ 15.83	Athena Consulting	\$ 12.40	Saunders Staffing	\$ 12.88							
Paralegal		Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Manpower	\$ 17.43							
Parking Attendant		WVAREF	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58							
Word Processor		WVAREF	\$ 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58							
Region 3 Awards:														
CONTRACTS				COUNTIES AWARDED		KEY: RATE \$		HOURLY RATE						
CMA 0212 0212 TEMP21A WVAREF				ALL										
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas				ALL										
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.				ALL										
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.				ALL										
CMA 0212 0212 TEMP21E Moten Tate, Inc.				ALL										
CMA 0212 0212 TEMP21F Express Services, Inc.				ALL										
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.				ALL										
CMA 0212 0212 TEMP21H Jay Kay, Inc.				ALL										
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower				ONLY		Lewis, Upshur, Randolph, Pendelton, Hardy, Grant, Mineral, Tucker, Barbour								
Effective Date: 07/15/2022														

REGION 4:

SYNOPSIS AWARD LEVELS 1-3

TEMP21
Temporary Staffing Services

Braxton	Clay	Nicholas	Fayette	Raleigh	Wyoming	McDowell	Mercer	Summers	Greenbrier	Pocahontas	Webster	Monroe			
		AWARD LEVEL 1		AWARD LEVEL 2		AWARD LEVEL 3									
Classification		VENDOR	RATE \$	VENDOR	RATE \$	VENDOR	RATE \$								
Accounting Technician 2		WVARE	\$ 15.81	Athena Consulting	\$ 12.30	Express	\$ 13.73								
Administrative Services Assistant 1		WVARE	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94								
Administrative Services Assistant 2		WVARE	\$ 16.86	Athena Consulting	\$ 13.15	Express	\$ 14.02								
Cook		WVARE	\$ 15.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.83								
Custodian		WVARE	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30								
Data Entry Operator2		WVARE	\$ 16.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.80								
Executive Secretary		WVARE	\$ 17.99	Saunders Staffing	\$ 13.11	Athena Consulting	\$ 14.60								
Groundskeeper		WVARE	\$ 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30								
Health Service Worker		WVARE	\$ 14.05	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63								
Laboratory Assistant 3		Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49								
Laborer		WVARE	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30								
Mail Runner		WVARE	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								
Office Assistant 2		WVARE	\$ 14.41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58								
Office Assistant 3		WVARE	\$ 15.81	Athena Consulting	\$ 12.40	22nd Century	\$ 12.94								
Paralegal		Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Manpower	\$ 17.43								
Parking Attendant		WVARE	\$ 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								
Word Processor		WVARE	\$ 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58								
Region 4 Awards:															
CONTRACTS				COUNTIES AWARDED		KEY: RATE \$		HOURLY RATE							
CMA 0212 0212 TEMP21A WVARE				ALL											
CMA 0212 0212 TEMP21B Athena Consulting LLC dba Melissa Pappas				ALL											
CMA 0212 0212 TEMP21C Saunders Staffing, Inc.				ALL											
CMA 0212 0212 TEMP21D 22nd Century Technologies, Inc.				ALL											
CMA 0212 0212 TEMP21E Moten Tate, Inc.				ALL											
CMA 0212 0212 TEMP21F Express Services, Inc.				ALL											
CMA 0212 0212 TEMP21G Excelsior Consulting Services, Inc.				ALL											
CMA 0212 0212 TEMP21H Jay Kay, Inc.				ALL											
CMA 0212 0212 TEMP21I Manpower of WV, Inc. dba Manpower				ALL											
Effective Date: 07/15/2022															