

**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:					
Document Description: TEMPORARY STAFFING SERVICES (Original PF: 738312)		CO#02: Issued to renew the original contract an publish the award level synopsis (Rev. 7/15/202 the attached documents.					
Procurement Type:	Statewide MA (Open End)	and diadonal documents					
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				

STATE OF THE PARTY	VENDOR			DEPARTMENT CONTACT
Vendor Customer Code: EXPRESS SERVICES INC 47 RHL BLVD	000000228419		Requestor Name: Requestor Phone: Requestor Email:	Mark A Atkins (304) 558-2307 mark.a.atkins@wv.gov
SOUTH CHARLESTON  JS  Vendor Contact Phone:  Discount Details:	999-999-9999 Ex	25309 tension: 1007	00	
Discount Allowed	Discount Percenta	ge Discount Days		
#1 No	0.0000	0	FILE LOCA	ATION
#2 No				111011
#3 No				
#4 No				

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

6-15-22 East

**Total Order Amount:** 

Open End

Purchasing Division's File Copy

**DIVISION AUTHORIZATION** 

**ELECTRONIC SIGNATURE ON FILE** 

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE:

**ELECTRONIC SIGNATURE ON FILE** 

**ENCUMBRANCE CERTIFICATION** 

**ELECTRONIC SIGNATURE ON FILE** 

Date Printed: Jun 10, 2022 Order Number: CMA 0212 0212 TEMP21F 3

Page: 1

FORM ID: WV-PRC-CMA-002 2020/01

#### **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
	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.

Date Printed: Jun 10, 2022 Order Number: CMA 0212 0212 TEMP21F 3

Page: 2

FORM ID: WV-PRC-CMA-002 2020/01



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 <a href="mark.A.Atkins@wv.gov">Mark.A.Atkins@wv.gov</a>.

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.

Print Name

Signature

Title Ca.M.

Please call if you have any questions.

Very truly yours,

Mark A. Atlins, caps

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 Marshal	Wetzel	Monongalia	Marion	Harrison	Dodridge	Gilmer	Pleasants	Calhoun	Wirt	Wood	Tyler	Ritchie
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CLASSIFICATION	VENDOR	RATE \$	VENDOR	RATE \$	VENDOR	RATE\$	100					
Accounting Technician 2	WVARF	\$ 15.81	Athena Consulting	\$ 12.30	Express Staffing	\$ 13.73						
Administrative Services Assistant 1	WVARE	\$ 15.81	Athena Consulting	\$ 12.30	22nd Century	\$ 12.94						
Administrative Services Assistant 2	WVARF	S 15/86	Athena Consulting	\$ 13.15	Express Staffing	\$ 14.02						
Cook	WVARE	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.67	Section 1					
Custodian	WVARE	5-14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30						
Data Entry Operator2	WVARF	5 15.86	Athena Consulting	\$ 12.60	Saunders Staffing	\$ 12.74	1100					
Executive Secretary	WWARF	8 17,99	Saunders Staffing	\$ 13.11	Athena Consulting	\$ 14.60						
Groundskeeper	WWARF	5 13/36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30	11.5					
Health Service Worker	WVARF	5 14.05	Saunders Staffing		Athena Consulting	\$ 14.00						
Laboratroy Assistant 3	Athena Consulting	\$ 12.30	22nd Century	\$ 12.65		\$ 13.49	Tales .					
Laborer	VVVARE	\$ 14.05	Moten Tate		Athena Consulting	\$ 12.30						
Mail Runner	WVARE	\$ 13,35	22nd Century		Athena Consulting	\$ 12.30	.000					
Office Assistant 2	WYARE	5 14.41	Athena Consulting	\$ 12.05	22nd Century	S 12.58						
Office Assistant 3	WVARF	\$ 15.81	Athena Consulting		Saunders Staffing	\$ 12.82						
Paralegal	Athena Consulting	\$ 14.30	Excelsior	\$ 15.70	Saunders Staffing	\$ 16.47						
Parking Attendant	WYARE	6 18.35	Athena Consulting	The state of the s	Saunders Staffing	\$ 12.53						
Word Processor	WVARE	5 14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58						
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CMA 0212 0212 TEMP21B Athena Consu	Iting LLC dba Melissa	Pappas	ALL	1								
CMA 0212 0212 TEMP21C Saunders Stat			ALL	1								
CMA 0212 0212 TEMP21D 22nd Century	Technologies, Inc.		ALL									
CMA 0212 0212 TEMP21E Moten Tate, I	nc.		ALL									
CMA 0212 0212 TEMP21F Express Service			ALL									
CMA 0212 0212 TEMP21G Excelsior Cons	ulting Services, Inc.		ALL									
CMA 0212 0212 TEMP21H Jay Kay, Inc.			ALL									
CMA 0212 0212 TEMP21I Manpower of	WV, Inc. dba Manpow	er	NONE									
							Effective Da	ate: 07/15/2	2022			

TEMP21
Temporary Staffing Services

Mason Cabell Wayne Mingo	Logan	Boone	Lincoln	Kanawha	Putnam	Roane	Jackson		
			TO THE REST OF						
	AWARD LEV	EL 1	AWARD LEVEL	2	AWARD LEVI	13			- 30
CLASSIFICATION	VENDOR	RATE \$	VENDOR	RATE \$	VENDOR	RATE \$			
Accounting Technician 2	WVARE	8 15.81	Athena Consulting	\$ 12.30	Express	\$ 13.73			
Administrative Services Assistant 1	WVARF	\$ 15:81	Athena Consulting		22nd Century	\$ 12.94	A TOTAL		
Administrative Services Assistant 2	WYARF	5-16-86	Athena Consulting	\$ 13.15	Express	\$ 14.02	2		
Cook	WYARE	5-13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.67			
Custodian	WYARF	\$ 14.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30			
Data Entry Operator2	WVARE	6-16.86	Athena Consulting		Saunders Staffing	\$ 12.74			
Executive Secretary	WVARE	5-17.99	Saunders Staffing	\$ 12.88	Athena Consulting	\$ 14.60	L. U.S. P.		
Groundskeeper	WVARE	S 13.35	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30			
Health Service Worker	WOYARE	6-14:05	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63			
Laboratroy Assistant 3	Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49	Supplied to the supplied to th		
Laborer	WVARE	\$ 14.05	Moten Tate	0	Athena Consulting	\$ 12.30	MESON SIN		
Mail Runner	WWARF	6 13.36	Athena Consulting		22nd Century	\$ 12.58	100		
Office Assistant 2	WWARE	8 14.41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58			
Office Assistant 3	WVARF	5 15.81	Athena Consulting	S 12.40	Saunders Staffing	\$ 12.82			
Paralegal	Athena Consulting	\$ 14.30	Excelsior		Manpower	\$ 17.43	200		
Parking Attendant	WWARF	5 13-36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58			
Word Processor	WWARF	8-14.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58	The state of		
			Region	2 Awards:					
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MA 0212 0212 TEMP216 Attletta Collisu MA 0212 0212 TEMP21C Saunders Staff		ahhas	ALL	-					
MA 0212 0212 TEMP21D 22nd Century	Mr.		ALL	+					
MA 0212 0212 TEMP21E Moten Tate, Ir			ALL						
MA 0212 0212 TEMP21F Express Service			ALL						
MA 0212 0212 TEMP21G Excelsior Cons			ALL						
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MA 0212 0212 TEMP21I Manpower of V	VV, Inc. dba Manpowe	er	ALL						
							Effective Date: 07	/4 F /2022	

TEMP21
Temporary Staffing Services

vis Upshur Randolph Pendelton	Hardy	Grant	Hampshire	Mineral	Morgan	Berkeley	Jefferson	Tucker	Barbour	Taylor	Preston	
	108 202											je
Bill Bridge Black Bridge	AWARD LEVE	L1	AWARD LEVI	1.2	AWARD LEV	EL 3				200		
CLASSIFICATION	VENDOR	RATE\$	VENDOR	RATE \$	VENDOR	RATE\$	W. Liv					
Accounting Technician 2	WVARE	5 15.84	Athena Consulting	\$ 12.30	Express	\$ 13.73						
Administrative Services Assistant 1	WVARE	6-15-84	Athena Consulting	-0	22nd Century	\$ 12.94						
Administrative Services Assistant 2	WVARE	5-16-86	Athena Consulting	\$ 13.15	Express	\$ 14.02	The same					
Cook	WIVARE	\$ 13.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.91	100					
Custodian	WVARE	\$ 14.05	Moten Tate		Athena Consulting	\$ 12.30						
Data Entry Operator2	WAVARE	5-16.86	Athena Consulting	9	Saunders Staffing	\$ 12.74						
Executive Secretary	WVARE	\$ 12.99	Saunders Staffing	\$ 12.88	Athena Consulting	\$ 14.60	9 E.T.					
Groundskeeper	WVARE	8 13.36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30						
Health Service Worker	WYARE	\$-14:G5	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63	135					
Laboratroy Assistant 3	Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49	1 1					
Laborer	WWARE	5 44 05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30						
Mail Runner	WWARE	\$ 18.36	Athena Consulting		22nd Century	\$ 12.58	The same					
Office Assistant 2	WYARE	5-14-41	Athena Consulting	\$ 12.05	22nd Century	5 12.58						
Office Assistant 3	WWARE	6-16-81	Athena Consulting	\$ 12.40	Saunders Staffing	5 12.88						
Paralegal	Athena Consulting	\$ 14.30	Excelsion		Manpower	\$ 17.43						
Parking Attendant	WWARF	6 13.36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58	1					
Word Processor	WYARE	5 44.05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58	No.					
CONTRACTS			COUNTIES AWARDED	3 Awards:		KEY:	RATE \$	 	н	OURLY R	ATE	
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	t las											
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#### **SYNOPSIS AWARD LEVELS 1-3**

TEMP21
Temporary Staffing Services

Braxton Clay Nicholas Fayett	e Raleigh	Wyoming	McDowell	Mercer	Summers	Greenbrier	Pocahontas	Wesbster	Monroe	
							State of			
	AWARD LEV	EL 1	AWARD LEVI	EL.2	AWARD LE	VEL 3		V V	III SECTION N	
Classification	VENDOR	RATE\$	VENDOR	RATE \$	VENDOR	RATE \$				
Accounting Technician 2	WYARE	5 15.81	Athena Consulting	\$ 12.30	Express	\$ 13.73	TO A VESTI			
Administrative Services Assistant 1	WWARE	\$ 15.81	Athena Consulting		22nd Century	\$ 12.94	21.3			
Administrative Services Assistant 2	WVARE	\$ 16.86	Athena Consulting	\$ 13.15	Express	\$ 14.02				
Cook	WARF	\$ 18.00	Athena Consulting	\$ 12.30	Saunders Staffing	\$ 12.83				
Custodian	WYARE	\$ -34.05	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30				
Data Entry Operator2	WVARE	5-46.86	Athena Consulting		Saunders Staffing	\$ 12.80				
Executive Secretary	WYARE	\$ 17.99	Saunders Staffing	\$ 13.11	Athena Consulting	\$ 14.60				
Groundskeeper	WYARE	8 18:36	Moten Tate	\$ 12.12	Athena Consulting	\$ 12.30				
Health Service Worker	WYARE	\$ 14.08	Athena Consulting	\$ 14.00	Moten Tate	\$ 14.63				
Laboratroy Assistant 3	Athena Consulting	\$ 12.30	22nd Century	\$ 12.65	Jay Kay	\$ 13.49				
Laborer	WWARF	\$ 14.05	Moten Tate	\$ 12.00	Athena Consulting	\$ 12.30				
Mail Runner	WVARE	5 -13-36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58				
Office Assistant 2	WYARE	\$ 14,41	Athena Consulting	\$ 12.05	22nd Century	\$ 12.58	W.E.			
Office Assistant 3	WYARE	\$-15.81	Athena Consulting	\$ 12.40	22nd Century	\$ 12.94				
Paralegal	Athena Consulting	\$ 14.30	Excelsion	\$ 15.70	Manpower	\$ 17.43	the still			
Parking Attendant	WWARE	5-13-36	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58				
Word Processor	WVARE	\$14,05	Athena Consulting	\$ 12.30	22nd Century	\$ 12.58	274			
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//A 0212 0212 TEMP21C Saunders Sta	ffing, Inc.		ALL							
MA 0212 0212 TEMP21D 22nd Centur	y Technologies, Inc.		ALL							
AA 0212 0212 TEMP21E Moten Tate,	Inc.		ALL							
MA 0212 0212 TEMP21F Express Servi			ALL							
MA 0212 0212 TEMP21G Excelsior Con	sulting Services, Inc.		ALL							
MA 0212 0212 TEMP21H Jay Kay, Inc.			ALL							
MA 0212 0212 TEMP21I Manpower of	WV, Inc. dba Manpowe	r	ALL							
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