



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: 2015-09-11

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 TEMP14B	Procurement Folder: 226
Document Name: STATEWIDE CONTRACT TEMP14B	Reason for Modification: Change Order #2: To extend contract from 9/19/2015 to 11/18/2015.
Document Description: TEMPORARY STAFFING SERVICES	
Procurement Type: Statewide MA (Open End)	
Buyer Name: April Battle	
Telephone: (304) 558-2566	
Email: april.e.battle@wv.gov	
Shipping Method: Best Way	Effective Start Date: 2014-05-19
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2015-11-18

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000206538 SAUNDERS STAFFING INC PO BOX 211 400 NORTH ST BLUEFIELD WV 24701 US Vendor Contact Phone: (304) 325-3369 Extension: 1007 Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Robert Kilpatrick Requestor Phone: (304) 558-8802 Requestor Email: robert.p.kilpatrick@wv.gov

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

Total Order Amount	Open End
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AGENCY COPY

9/15/15

<b>PURCHASING DIVISION AUTHORIZATION</b> SIGNED BY: <i>[Signature]</i> DATE: 9/16/15 ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> SIGNED BY: <i>[Signature]</i> DATE: 9/16/15 ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> SIGNED BY: <i>[Signature]</i> DATE: 9-24-15 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

CHANGE ORDER #2

TO EXTEND THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT.

EFFECTIVE DATE OF EXTENSION: SEPTEMBER 19, 2015, THROUGH NOVEMBER 18, 2015.

NO OTHER CHANGES.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111613				
	<b>Service From</b>	<b>Service To</b>		JOB	\$0.000000
Commodity Line Description: TEMPORARY EMPLOYEE SERVICES					

**Extended Description:**

TEMP14B	<b>Document Phase</b> Pending	<b>Document Description</b> TEMPORARY STAFFING SERVICES	<b>Page 3</b> of 3
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION  
2019 WASHINGTON STREET, EAST  
P.O. Box 50130  
CHARLESTON, WEST VIRGINIA 25305-0130

EARL RAY TOMBLIN  
GOVERNOR

JASON PIZATELLA  
ACTING CABINET SECRETARY  
DAVID TINCHER  
DIRECTOR

September 11, 2015

Connie Saunders  
Saunders Staffing Inc.  
PO Box 211  
Bluefield, WV 24701

Subject: TEMP14B

Dear Connie:

The State of West Virginia is offering to extend subject contract under the same terms, conditions and pricing as contained in the original contract including all authorized change orders. The extension dates are 9/19/2015 through 11/18/2015. If your company agrees to this extension, please sign below and return the original to my attention by Tuesday, September 15, 2015.

Should you have any questions about this letter, please feel free to give me a call.

Thank you for your prompt attention to this matter.

Yours,

Robert P Kilpatrick, Senior Buyer  
West Virginia State Purchasing Division  
Phone: (304)558-0067  
Fax: (304)558-4115  
Email: Robert.p.kilpatrick@wv.gov

Please complete and return (by fax or email):

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

Name/ Signature

Date