



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: 2015-11-18

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 TEMP14F	Procurement Folder: 230
Document Name: CO #3 STATEWIDE CONTRACT TEMP14F EXTENSION	Reason for Modification:
Document Description: TEMPORARY STAFFING SERVICES	CO #3 TO EXTEND THE ORIGINAL CONTRACT FROM NOVEMBER 19, 2015, THROUGH MAY 18, 2016.
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: 2016-05-18

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000114418 CHOICE STAFFING INC 167 EAGLE SCHOOL RD  MARTINSBURG WV 25404  US Vendor Contact Phone: (999) 999-9999 Extension: 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

*ae* 11/18/15

PURCHASING DIVISION AUTHORIZATION SIGNED BY: <i>[Signature]</i> DATE: 11/18/15 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>[Signature]</i> DATE: 11/24/15 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>[Signature]</i> DATE: NOV 25 2015 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

CHANGE ORDER #3

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

EFFECTIVE DATE OF EXTENSION: NOVEMBER 19, 2015, THROUGH MAY 18, 2016.

NO OTHER CHANGES.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111607			JOB	\$0.000000
	<b>Service From</b>	<b>Service To</b>			

Commodity Line Description: TEMPORARY EMPLOYEE SERVICES

**Extended Description:**



EARL RAY TOMBLIN  
GOVERNOR

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION  
2019 WASHINGTON STREET, EAST  
P.O. BOX 60130  
CHARLESTON, WEST VIRGINIA 25305-0130

JASON PIZATELLA  
ACTING CABINET SECRETARY  
DAVID TINCHEP  
DIRECTOR

November 6, 2015

David Wiley  
Choice Staffing, Inc.  
167 Eagle School Road  
Martinsburg, WV 25404

Subject: TEMP14F

Dear Dave:

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 previous letter provided the incorrect extension dates. The correct extension dates are November 19, 2015, through May 18, 2016. If your company agrees to this extension, please sign below and return the original to my attention by Wednesday, November 11, 2015.

Also, we need a new Purchasing Affidavit as the notary dates on the one we received did not match. We have attached a new form for completion.

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

Very truly yours,

April E. Battle, Buyer  
West Virginia State Purchasing Division  
Phone: (304)558-2566  
Fax: (304)558-4115  
Email: april.e.battle@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

11-6-2015  
Date