



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 : 2014-08-05

CORRECT ORDER NUMBER  
 MUST APPEAR ON ALL PACKAGES,  
 INVOICES, AND SHIPPING PAPERS.  
 QUESTIONS CONCERNING THIS  
 ORDER SHOULD BE DIRECTED TO  
 THE BUYER.

Order Number : CMA 0212 0212 WVARF10	Procurement Folder : 233
Document Name : WVARF10	Reason for Modification:
Document Description: WORKSHOP COMMODITIES AND SERVICES	CO# 23 - TO EXTEND ORIGINAL CONTRACT FOR FOUR (4) MONTHS.
Procurement Type : Statewide MA (Open End)	
Buyer Name : Evelyn Melton	
Telephone : 3045587023	
Email: evelyn.p.melton@wv.gov	
Shipping Method: Best Way	Effective Start Date : 2014-07-01
Free on Board : FOB Dest, Frieght Prepaid	Effective End Date : 2014-10-31

VENDOR	DEPARTMENT CONTACT
WV ASSOC OF REHAB FACILITIES 400 ALLEN DR STE 100  CHARLESTON WV 25302  US Vendor Contact Phone : 999-999-9999      Extension : Discount Percentage : 0.0000 Discount Days : 0	Requestor Name : Frank Whittaker Requestor Phone: 3045582316 Requestor Email : frank.m.whittaker@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

## AGENCY COPY

**Extended Description :**

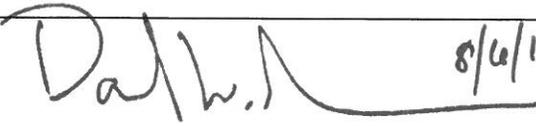
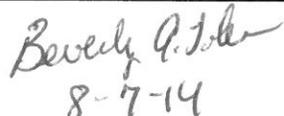
TO EXTEND THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT AND ALL AUTHORIZED CHANGE ORDERS.  
 NO CHANGE IN CONTRACT TOTAL.  
 ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72102905			EA	\$0.00

Description : Exterior grounds maintenance

**Extended Description :**

ABSORBANCY PRODUCTS & SUPPLIES

 8/6/14  
 8-7-14

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
DOCUMENT IMAGING

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
LIQUID HAND SOAP

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
LOW IMPACT MONITOR & DISPATCHING SERVICES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
MICROFILMING

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
MIRRORS, APRONS AND DROP CLOTHS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
PRESORT MAIL

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
SURVEY STAKES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
WIPING CLOTHS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
LAUNDRY RENTAL COSTS AND REPLACEMENT COSTS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
BOTTLED WATER PRODUCTS

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
COURIER SERVICES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
INTERSTATE REST AREA - MAINTENANCE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	72102905			EA	\$0.00

Description : Exterior grounds maintenance

Extended Description :  
GROUNDS MAINTENANCE

Total Order Amount	Open End
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<b>WVARF10</b>	<b>Document Phase</b> Draft	<b>Document Description</b> WORKSHOP COMMODITIES AND SERVI CES	<b>Page 4</b> <b>of 4</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

## GENERAL TERMS & CONDITIONS PURCHASE ORDER/CONTRACT

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all federal, state and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties' final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this order will:  
(a) conform to the specifications, drawings, samples or other description furnished or specified by the Buyer; (b) be merchantable and fit for the purpose intended; and/or (c) be free from defect in material and workmanship.
8. **CANCELLATION:** The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.html](http://www.state.wv.us/admin/purchase/vrc/hipaa.html) and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
16. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
17. **ANTITRUST:** In accepting this purchase order or signing this contract with any agency for the State of West Virginia, the vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to vendor. Vendor certifies that this purchase order or contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law. Vendor further certifies that this purchase order or contract is in all respects fair and without collusion or fraud.