



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Delivery Order

Order Date: 07-31-2023

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: | CDO 0803 0458 DOT240000009 1 | Procurement Folder: | 1267168 |
| Document Name: | MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE 04240908 | Reason for Modification: | |
| Document Description: | MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE 04240908 | | |
| Procurement Type: | Central Delivery Order | | |
| Buyer Name: | Mark A Atkins | | |
| Telephone: | (304) 558-2307 | | |
| Email: | mark.a.atkins@wv.gov | | |
| Shipping Method: | Best Way | Master Agreement Number: | CMA 0212 WVARF23 1 |
| Free on Board: | FOB Dest, Freight Prepaid | | |

| VENDOR | DEPARTMENT CONTACT | | | | | | | | | | | | | | | | | | | | |
|---|---|---------------------|---------------------|---------------|----|----|--------|---|----|----|--|--|----|----|--|--|----|----|--|--|---|
| Vendor Customer Code: 000000204796 WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC PO BOX 6764 CHARLESTON WV 25362 US Vendor Contact Phone: 304-205-7970 Extension: Discount Details: | Requestor Name: William Bryan Henry Requestor Phone: 304-326-0137 Requestor Email: w.bryan.henry@wv.gov | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table> | | Discount Allowed | Discount Percentage | Discount Days | #1 | No | 0.0000 | 0 | #2 | No | | | #3 | No | | | #4 | No | | | <div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div> |
| | Discount Allowed | Discount Percentage | Discount Days | | | | | | | | | | | | | | | | | | |
| #1 | No | 0.0000 | 0 | | | | | | | | | | | | | | | | | | |
| #2 | No | | | | | | | | | | | | | | | | | | | | |
| #3 | No | | | | | | | | | | | | | | | | | | | | |
| #4 | No | | | | | | | | | | | | | | | | | | | | |

| INVOICE TO | SHIP TO |
|---|--|
| DIVISION OF HIGHWAYS DISTRICT FOUR P O BOX 4220 CLARKSBURG WV 26302-4220 US | STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US |

| | |
|---------------------|--------------|
| Total Order Amount: | \$435,335.04 |
|---------------------|--------------|

Purchasing Division's File Copy

ENTERED

JE 7/31/23
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Mark A Atkins - 7/31/2023*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Jbler 7-31-23*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE - RPO 04240908

SERVICE FROM 07/01/23 THROUGH 6/30/2024

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|----------|---------------|--------------|
| 1 | 76110000 | 8784.00000 | HOUR | \$49.5600 | \$435,335.04 |
| Service From | Service To | Manufacturer | Model No | Delivery Date | |
| 2023-07-01 | 2024-06-30 | | | 2023-03-03 | |

Commodity Line Description: JANITORIAL SERVICE FOR MEADOWBROOK I-79 REST AREA

Extended Description:

MEADOWBROOK I-79 REST AREA JANITORIAL SERVICE - RPO 04240908

SERVICE FROM 07/01/23 THROUGH 6/30/2024



**Service Agreement
25.HRA.006.24**

West Virginia Association of Rehabilitation Facilities, Inc.

PO Box 6764 Charleston WV 25362 Phone: (304) 205-7970 Fax: (304) 205-7915

SERVICE AGREEMENT

Contractor: West Virginia Association of Rehabilitation Facilities, Inc.

Work Performed By: The Op Shop, Inc.

Work to be Performed: Custodial/Grounds

Contract Site: DOH Rest Area
I-79 South and North at Meadowbrook

Customer Contact: Carla Rotsch

Period of Contract: July 1, 2023 - June 30, 2024

| | | | | | | | | |
|-----------------------------|-------------------|---|-------------|---|--------------|--|--|----------|
| | <u>Est. Hours</u> | | <u>Rate</u> | | | | | |
| Total Period Amount: | 8,784 | x | \$ 49.56 | = | \$435,335.04 | | | annually |

Billed Monthly As Follows:

| 2023 | Days | Hours | Cost | 2024 | Days | Hours | Cost |
|-----------|------|-------|-------------|----------|------|-------|-------------|
| July | 31 | 744 | \$36,872.64 | January | 31 | 744 | \$36,872.64 |
| August | 31 | 744 | \$36,872.64 | February | 29 | 696 | \$34,493.76 |
| September | 30 | 720 | \$35,683.20 | March | 31 | 744 | \$36,872.64 |
| October | 31 | 744 | \$36,872.64 | April | 30 | 720 | \$35,683.20 |
| November | 30 | 720 | \$35,683.20 | May | 31 | 744 | \$36,872.64 |
| December | 31 | 744 | \$36,872.64 | June | 30 | 720 | \$35,683.20 |

Notes:

- WV ARF agrees to provide services for the above amount as the "Fair Market Price" approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.
- The State agency agrees to furnish disposable items, including but not limited to: toilet tissue, paper towels, liquid hand soap, and trash liners.

DocuSigned by:
Nita Hobbs
WV ARF, Inc.

6/22/2023
Date

Carla Rotsch
Signature for the State Agency

6/29/23
Date

Carla Rotsch
Print Name for the State Agency

RECEIVED

JUN 28 2023

BUSINESS MANAGER'S
OFFICE

A. BUILDING DESCRIPTION

| | |
|---------------------------------|-------|
| Lawn Acreage | 23.00 |
| | |
| Number of days per week cleaned | 7.03 |

B. Wage Data

| | | |
|--------------------|----------|-------|
| Supervisor Wage | \$ 15.87 | |
| Supervisor Taxes | 13.50% | 1.135 |
| Direct Labor Wage | \$ 10.14 | |
| Direct Labor Taxes | 13.50% | 1.135 |

C. Staffing Plan

| | |
|--|-------|
| Daily Time Allocation - Supervision | 8.00 |
| Daily Time Allocation - Direct Labor | 56.00 |
| | 0.000 |
| Total Time per day | 64.00 |
| Vac/sick/holiday - Supervisor (days) | 30 |
| Vac/sick/holiday - Direct labor (days) | 30 |

D. Monthly Direct Costs

| | |
|------------------------------|--------------|
| Supervision Wage + Tax | \$ 4,389.75 |
| Supervision Vacation + Sick | \$ 360.25 |
| Direct Labor Wage + Tax | \$ 19,633.57 |
| Direct Labor Vacation + Sick | \$ 1,611.25 |
| Periodic Cleaning Wage + Tax | \$ - |
| Total wages, benefits, taxes | \$ 25,994.82 |

E. Supplies and Equipment - per month

| | | |
|----------------------------|-------------|-----------------------|
| Supplies | \$ 884.52 | 620.8 |
| Equipment | \$ 1,701.23 | 673.76 |
| Telephone | \$ 108.00 | 108 |
| Uniforms | \$ 296.66 | 296.66 |
| Gas and Oil | \$ 210.83 | 210.8 \$ 110 per acre |
| Maintenance Lawn Equipment | \$ 210.83 | 210.83 \$110 per acre |

F. Overhead and Burden

| | |
|------|-------------|
| 9.5% | \$ 3,015.38 |
|------|-------------|

G. Additional labor not included in the DL hours above.

| | |
|-----------------------------|--------------|
| Additional 20 days per year | \$ 1,407.40 |
| Extra Lawn Care 258 hours | \$ 26,599.86 |

H. Annual Price to Customer \$ 435,335.04 annual
WVARF Fee
 (Included in annual price above) \$ 17,831.52 annual

I. Contract Period July 1, 2023 - June 30, 2024

J. Notes

- A. Disposables Supplied by the State
- B. Use of mobile crews authorized.

WVARF agrees to provide the above service for the amount indicated as approved by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

MAJOR & MINOR EQUIPMENT**AGREEMENT:** 25.HRA.006.24**CRP:** The Op Shop, Inc.**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - Meadowbrook 1-79 South and North

| NO. | DESCRIPTION | USEFUL LIFE | % USED ON CONTRACT | NO OF UNITS | UNIT PRICE* | TOTAL TO BE DEPRECIATED |
|-----|-----------------------------------|-------------|--------------------|-------------|----------------|-------------------------|
| | MAJOR | | | | | |
| 1 | Rider Mower | 5 | 100% | 1 | \$ 15,656.00 | \$ 3,131.20 |
| 2 | No-Touch Restroom Cleaning System | 2 | 100% | 1 | \$ 3,995.00 | \$ 1,997.50 |
| 3 | Commercial Weed Trimmer | 2 | 100% | 2 | \$ 350.00 | \$ 350.00 |
| 4 | Lawn Trailer | 5 | 100% | 1 | \$ 1,300.00 | \$ 260.00 |
| 5 | Low speed buffer, 175 rpm | 5 | 100% | 1 | \$ 1,300.00 | \$ 260.00 |
| 6 | Salt/Seed/Fertilizer Spreader | 3 | 100% | 1 | \$ 300.00 | \$ 100.00 |
| 7 | Back Pack Blower | 2 | 100% | 2 | \$ 767.00 | \$ 767.00 |
| 8 | Hose Reel/Hose | 3 | 100% | 1 | \$ 441.00 | \$ 147.00 |
| 9 | Mop/Bucket system | 1 | 100% | 1 | \$ 200.00 | \$ 200.00 |
| 10 | Tilt Truck rest area | 5 | 100% | 1 | \$ 640.00 | \$ 128.00 |
| 11 | Push Mower | 2 | 100% | 2 | \$ 400.00 | \$ 400.00 |
| 12 | Wet/Dry Vac | 1 | 100% | 1 | \$ 700.00 | \$ 700.00 |
| 13 | Comunication Equipment | 1 | 100% | 1 | \$ 900.00 | \$ 900.00 |
| 14 | Snow blower /Plow | 3 | 100% | 1 | \$ 2,000.00 | \$ 666.67 |
| 15 | Ladder | 1 | 100% | 1 | \$ 200.00 | \$ 200.00 |
| 16 | | 1 | 100% | 0 | \$ - | \$ - |
| 17 | | 1 | 100% | 0 | \$ - | \$ - |
| 18 | | 1 | 100% | 0 | \$ - | \$ - |
| 19 | | 1 | 100% | 0 | \$ - | \$ - |
| 20 | | 1 | 100% | 0 | \$ - | \$ - |
| 21 | | 1 | 100% | 0 | \$ - | \$ - |
| 22 | | 1 | 100% | 0 | \$ - | \$ - |
| 23 | | 1 | 100% | 0 | \$ - | \$ - |
| | | 1 | 100% | 0 | \$ - | \$ - |
| | | | | | Annual | \$ 10,207.37 |
| | | | | | Monthly | \$ 850.61 |

EXPENDABLE SUPPLIES**AGREEMENT:** 25.HRA.006.24**CRP:** The Op Shop, Inc.**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - Meadowbrook 1-79 South and North

| NO. | DESCRIPTION | UNIT | NO. OF UNITS | PRICE PER | ANNUAL |
|----------------------------------|-----------------------------|---------|-----------------|------------|-------------------|
| | | | | UNIT | PRICE |
| 1 | 1st Aid Kits | ea | 1 | \$250.00 | \$250.00 |
| 2 | Peroxide/ Bathroom cleaner | gal | 26 | \$25.00 | \$650.00 |
| 3 | Weed Trimmer Line | roll | 1 | \$40.00 | \$40.00 |
| 4 | Bowl Cleaner | cs/12 | 2 | \$42.53 | \$85.06 |
| 5 | Biohazard Kits | ea | 3 | \$32.64 | \$97.92 |
| 6 | Nifty Nabber | ea | 1 | \$45.05 | \$45.05 |
| 7 | Bowl brush | ea | 6 | \$2.79 | \$16.74 |
| 8 | Push Broom Street 36 | ea | 2 | \$40.00 | \$80.00 |
| 9 | Broom, house | ea | 0 | \$4.49 | \$0.00 |
| 10 | Broom handle | ea | 0 | \$4.57 | \$0.00 |
| 11 | Disinfectant | gal | 4 | \$25.00 | \$100.00 |
| 12 | Matting | ea | 4 | \$200.00 | \$800.00 |
| 13 | Supervisor Travel | ea | 1 | \$1,500.00 | \$1,500.00 |
| 14 | Postage/Copying/faxing | ea | 1 | \$200.00 | \$200.00 |
| 15 | Nifty Nabber | ea | 2 | \$29.00 | \$58.00 |
| 16 | Visa Versa | ea | 2 | \$34.00 | \$68.00 |
| 17 | Telescoping Pole | ea | 1 | \$180.00 | \$180.00 |
| 27 | Glass cleaner | ea | 1 | \$89.00 | \$89.00 |
| 28 | | | 0 | | \$0.00 |
| 29 | | | 0 | | \$0.00 |
| 30 | Latex gloves | box/100 | 40 | \$12.00 | \$480.00 |
| 31 | | ea | 0 | \$0.00 | \$0.00 |
| 32 | Lobby pan/broom combo | ea | 1 | \$38.00 | \$38.00 |
| 33 | Wet Mops | cs/5 | 4 | \$16.00 | \$64.00 |
| 34 | Mop handle | ea | 3 | \$30.00 | \$90.00 |
| 35 | Mop Bucket w/Ringer/Casters | ea | 1 | \$180.00 | \$180.00 |
| 36 | | 0 | 0 | \$0.00 | \$0.00 |
| 37 | Razor Blade Stick | ea | 1 | \$21.96 | \$21.96 |
| 38 | Razor Blades | pk/10 | 1 | \$9.73 | \$9.73 |
| 39 | Spray bottles | ea | 24 | \$1.82 | \$43.68 |
| 40 | | | 0 | \$32.64 | \$0.00 |
| 41 | Spray Disinfectant | cs | 2 | \$60.00 | \$120.00 |
| 42 | | 0 | 0 | \$6.15 | \$0.00 |
| 43 | | 0 | 0 | \$69.02 | \$0.00 |
| 44 | | ea | 0 | \$2.69 | \$0.00 |
| 45 | | 0 | 0 | \$26.15 | \$0.00 |
| 46 | | 0 | 0 | \$20.30 | \$0.00 |
| 47 | | pk | 0 | \$0.00 | \$0.00 |
| 48 | | ea | 0 | \$0.00 | \$0.00 |
| TOTAL EXPENDABLE SUPPLIES | | | | | \$5,307.14 |

CMA 0212 WVARF23

EXHIBIT_A PRICING PAGES

Revised 09/22/2022

| FMP REFERENCE GUIDE WVARF19 CONTRACT | ITEM NUMBER | CRP | PRODUCT/ ITEM DESCRIPTION | UNIT OF MEASURE | PRICE | Record Price (see CO#2) |
|---|-------------|---|---|-----------------|----------|-------------------------|
| Commodity Line #1 | | | | | | |
| DOH REST AREAS - Custodial/Grounds Maintenance | | | | | | |
| Original Contract | RA001 | Horizon Goodwill Industries | Custodial/ Grounds Maintenance DOH Rest Area-- I-81 Truckstop | Hour | \$ 25.39 | \$ 26.1543 |
| Original Contract | RA002 | SW Resources, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Williamstown | Hour | \$ 23.07 | \$ 23.6337 |
| Original Contract | RA003 | Clay County Services Unlimited, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Servia - NB & SB | Hour | \$ 44.81 | \$ 46.1517 |
| Original Contract | RA004 | Pace Enterprises, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Morgantown - SB only | Hour | \$ 26.58 | \$ 27.3753 |
| CO#9 | RA005 | SW Resources, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Mineral Wells - NB & SB | Hour | \$ 45.07 | \$ 46.4221 |
| Original Contract | RA006 | The Op Shop, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Meadowbrook - MB & SB | Hour | \$ 49.56 | \$ 51.0502 |
| Original Contract | RA007 | Gateway Industries, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- White Sulphur - WB only | Hour | \$ 25.39 | \$ 26.1543 |
| Original Contract | RA008 | Goodwill Industries of Kanawha Valley, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Hurricane - EB & WB | Hour | \$ 46.32 | \$ 47.7137 |
| Original Contract | RA009 | Goodwill of KYOWVA, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Huntington - EB only | Hour | \$ 26.28 | \$ 27.0686 |
| Original Contract | RA010 | Preston County Workshop | Custodial/ Grounds Maintenance DOH Rest Area-- Hazelton - WB only | Hour | \$ 29.84 | \$ 30.7388 |
| Original Contract | RA011 | Precision Services, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Burnsville - NB & SB | Hour | \$ 47.53 | \$ 48.9510 |
| Original Contract | RA012 | W.A.T.C.H., Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Valley Grove WB only | Hour | \$ 24.31 | \$ 25.0370 |
| CO#1 | RA013 | Development Center & Workshop, Inc. | Custodial/ Grounds Maintenance DOH Rest Area-- Marlow/Bunker Hill - NB & SB | Hour | \$ 67.15 | \$ 69.1631 |
| CO#15 | FG001 | Development Center & Workshop, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |
| CO#15 | FG002 | Goodwill Industries of Kanawha Valley, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |
| CO#15 | FG003 | Goodwill of KYOWVA, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |
| CO#15 | FG004 | Integrated Resources, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |
| CO#15 | FG005 | Mercer County Opportunity Industries, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |
| CO#15 | FG006 | The Op Shop, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |
| CO#15 | FG007 | SW Resources, Inc. | Fogging/Disinfecting | SF | \$ 0.25 | \$ 0.2575 |