



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: 08-02-2023

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 DOT2400000010 1	Procurement Folder:	1269489
Document Name:	JANITORIAL SERVICES WELCOME CENTER HAZELTON 04240907	Reason for Modification:	
Document Description:	JANITORIAL SERVICES WELCOME CENTER HAZELTON 04240907		
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		Requestor Name:	William Bryan Henry	
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC PO BOX 6764			Requestor Phone:	304-326-0137	
CHARLESTON WV 25362			Requestor Email:	w.bryan.henry@wv.gov	
US			<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
Vendor Contact Phone:	304-205-7970	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage			Discount Days
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS	WELCOME CENTER SUPERVISOR
DISTRICT FOUR	I68 WESTBOUND WELCOME CENTER
P O BOX 4220	MILE MARKER 31 WESTBOUND
CLARKSBURG WV 26302-4220	BRUCETON MILLS WV 26525
US	US

Total Order Amount:	\$262,114.56
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Purchasing Division's File Copy

ENTERED

JE 8/9/23

PURCHASING DIVISION AUTHORIZATION
DATE: <i>Tina Hefner</i> 8/9/2023
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: <i>Beverly Toler</i> 8-9-23
ELECTRONIC SIGNATURE ON FILE

Extended Description:

JANITORIAL SERVICES WELCOME CENTER HAZELTON 04240907

SERVICES DATES:07/01/2023 THROUGH: 06/30/24

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	8784.00000	HOUR	\$29.8400	\$262,114.56
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2023-08-02	

Commodity Line Description: DOH HAZELTON - Custodial/Grounds Maintenance

Extended Description:

JANITORIAL SERVICES WELCOME CENTER HAZELTON 04240907

SERVICES DATES:07/01/2023 THROUGH: 06/30/24

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	Pcard Price (see COW2)
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



Service Agreement
22.HRA.003.24

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: Preston County Workshop, Inc.

Work to be Performed: Custodial/Grounds

Contract Site: DOH Rest Area
I-68 West with Welcome Center at Hazelton

Customer Contact: Carla Rotsch

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

	Est. Hours	x	Rate	=	
Total Period Amount:	8,784		\$ 29.84		= \$262,114.56 annually

Billed Monthly As Follows:

2023	Days	Hours	Cost	2024	Days	Hours	Cost
July	31	744	\$22,200.96	January	31	744	\$22,200.96
August	31	744	\$22,200.96	February	29	696	\$20,768.64
September	30	720	\$21,484.80	March	31	744	\$22,200.96
October	31	744	\$22,200.96	April	30	720	\$21,484.80
November	30	720	\$21,484.80	May	31	744	\$22,200.96
December	31	744	\$22,200.96	June	30	720	\$21,484.80

- Notes:**
- WVARF 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
 WVARF, Inc.

6/22/2023

 Date

 Signature for the State Agency

 Print Name for the State Agency

6/28/23

 Date

RECEIVED
 JUN 28 2023
 BUSINESS MANAGER'S
 OFFICE

REST AREA PRICING

AGREEMENT: 22.HRA.003.24

CRP: Preston County Workshop

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-68 West with Welcome Center at Hazelton

A. BUILDING DESCRIPTION

Lawn Acreage	6.00
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 15.87	1.135	15.87
Supervisor Taxes	13.50%	1.135	
Direct Labor Wage	\$ 10.14		9.36
Direct Labor Taxes	13.50%	1.135	

C. Staffing Plan

Daily Time Allocation - Supervision	8.00
Daily Time Allocation - Direct Labor	32.00
	0.000
Total Time per day	40.00
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	\$ 11,219.18
Direct Labor Vacation + Sick	\$ 920.71
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 16,889.90

E. Supplies and Equipment - per month

Supplies	\$ 442.26	305.33
Equipment	\$ 850.61	497.75
Telephone	\$ 100.00	
Uniforms	\$ 142.92	\$245 per worker
Gas and Oil	\$ 55.00	\$110 per acre
Maintenance Lawn Equipment	\$ 55.00	\$110 per acre

F. Overhead and Burden

9.5%	\$ 1,815.65
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G. Additional labor not included in the DL hours above.

Additional 10 days per year	\$ 920.71
Extra Lawn Care 521 hours	\$ 5,996.14

H. Annual Price to Customer \$ 262,114.56 annual

WVARF Fee

(included in annual price above) \$ 10,716.48 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.

EXPENDABLE SUPPLIES**AGREEMENT:** 22.HRA.003.24**CRP:** Preston County Workshop**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - I-68 West with Welcome Center at Hazelton

NO.	DESCRIPTION	UNIT	NO. OF UNITS	PRICE PER UNIT	ANNUAL 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
18		ea	0	\$0.00	\$0.00
19		ea	0	\$0.00	\$0.00
20		ea	0	\$0.00	\$0.00
21		ea	0	\$0.00	\$0.00
22		ea	0	\$0.00	\$0.00
23		ea	0	\$0.00	\$0.00
24		ea	0	\$0.00	\$0.00
25		ea	0	\$0.00	\$0.00
26		ea	0	\$0.00	\$0.00
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
47		pk	0	\$0.00	\$0.00
48		ea	0	\$0.00	\$0.00
TOTAL EXPENDABLE SUPPLIES					\$5,307.14

MAJOR & MINOR EQUIPMENT

AGREEMENT: 22.HRA.003.24

CRP: Preston County Workshop

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-68 West with Welcome Center at Hazelton

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