



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: 02-05-2026

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

<b>Order Number:</b>	CDO 0932 4841 DRS2100000002 12	<b>Change Order No:</b>	2	<b>Procurement Folder:</b>	789127
<b>Document Name:</b>	STATEWIDE	<b>Reason for Modification:</b>			
<b>Document Description:</b>	JANITORIAL SERVICES	Change Order 2 is issued to reduce the amount of the order to match the amount actually paid, per the attached documentation.			
<b>Procurement Type:</b>	Central Delivery Order				
<b>Buyer Name:</b>	Sheri D Slone				
<b>Telephone:</b>	304-356-2103				
<b>Email:</b>	sheri.d.slone@wv.gov				
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b> CMA 0212 WVRFJAN19 12			
<b>Free on Board:</b>	FOB Dest, Freight Prepaid				

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000204796			<b>Requestor Name:</b>	Nancy K Kinder
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 400 PATTERSON LN				<b>Requestor Phone:</b>	(304) 741-8572
CHARLESTON WV 25311				<b>Requestor Email:</b>	nancy.k.beall@wv.gov
US					
<b>Vendor Contact Phone:</b>	681-661-0143	<b>Extension:</b>	208		
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
SUPPORT SERVICES DIVISION OF REHABILITATION SERVICES STATE CAPITOL PO BOX 50890 CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

<b>Total Order Amount:</b>	\$162,056.08
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Purchasing Division's File Copy

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *2/5/26*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *2-5-26*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CENTRAL DELIVERY ORDER  
TO PROVIDE JANITORIAL SERVICES AT VARIOUS WV DIVISION OF REHABILITATION SERVICES LOCATIONS THROUGHOUT THE STATE..  
EFFECTIVE 10/1/20 THROUGH 9/30/21

Change Order 2 is issued to reduce the amount of the order from \$165,355.75 to match the amount actually paid, \$162,056.08 per the attached documentation. The vendor's signed permission to cancel the remaining balance is attached.

Original Contract Total \$165,355.75  
Change Order 2 to decrease (\$3,299.67)  
New Contract Total \$162,056.08

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	312.00000	HOUR	\$17.9258	\$5,592.85
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Buckhannon Upsher Region 6 Hourly Rate - PCard

**Extended Description:**

Buckhannon-Upsher Work Adjustment Center Hourly Pricing per the attached.  
WESTON BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	364.00000	HOUR	\$21.2678	\$7,741.48
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Clay County Region 3 and 4 Hourly Rate - PCard

**Extended Description:**

Clay County Services Unlimited Hourly Pricing per the attached.  
SPENCER BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	868.00000	HOUR	\$22.8863	\$19,865.31
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
KEYSER BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	572.00000	HOUR	\$20.7876	\$11,890.51
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Gateway Industries Region 1 Hourly Rate - PCard

**Extended Description:**

Gateway Industries Hourly Pricing per the attached.  
LEWISBURG BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	326.25000	HOUR	\$16.2255	\$5,293.57
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill Kanawha Valley Regions 2 and 3 Hourly Rate - PCard

**Extended Description:**

Goodwill Industries of the Kanawha Valley Hourly Pricing per the attached.  
HURRICANE/TEAYS VALLEY BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	310.00000	HOUR	\$18.9742	\$5,882.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill KYOWVA Regions 2 and 4 Hourly Rate - PCard

**Extended Description:**

Goodwill KYOWVA Hourly Pricing per the attached.  
PT. PLEASANT BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	156.00000	HOUR	\$18.6114	\$2,903.38
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Integrated Resources Regions 1, 2, and 3 Hourly Rate - PCard

**Extended Description:**

Integrated Resources Hourly Pricing per the attached.  
MULLENS BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	682.00000	HOUR	\$17.6089	\$12,009.27
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Randolph County Region 3 and 6 Hourly Rate - PCard

**Extended Description:**

Randolph County Sheltered Workshop dba Seneca Designs Hourly Pricing per the attached.  
ELKINS BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	868.00000	HOUR	\$19.9099	\$17,281.79
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** The Op Shop Regions 4, 5, and 6 Hourly Rate - PCard

**Extended Description:**

The OP Shop Hourly Pricing per the attached.  
MORGANTOWN BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	1116.00000	HOUR	\$22.8863	\$25,541.11
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
MARTINSBURG BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	992.00000	HOUR	\$22.8863	\$22,703.21
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
MOOREFIELD BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	414.00050	HOUR	\$22.8863	\$9,474.94
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
ROMNEY BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	978.50050	HOUR	\$16.2255	\$15,876.66
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill Kanawha Valley Regions 2 and 3 Hourly Rate - PCard

**Extended Description:**

Goodwill Industries of the Kanawha Valley Hourly Pricing per the attached.  
CHARLESTON DO



Watson, Cristine D <cristine.d.watson@wv.gov>

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## RE: Cancellation of Contracts with Rehabilitation Services

1 message

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Sabrina Jones <Sjones@wvarf.org>

Thu, Nov 6, 2025 at 2:26 PM

To: Jessica Osbin <josbin@wvarf.org>, Nita Hobbs <nhobbs@wvarf.org>

Cc: "Watson, Cristine D" <cristine.d.watson@wv.gov>

Jessica,

These CDOs have no open invoices, and the attached close outs are ready to be uploaded for Nita's signature. Customer is in copy for convenience.

Thank You,

*Sabrina Jones*

*Accounts Receivable*

WV Association of Rehabilitation Facilities, Inc.

P.O. Box 6764

Charleston, WV 25362

400 Patterson Lane

Charleston, WV 25301

Direct Phone Number: 681-661-0142

M-F 7:30 A.M – 4:00 P.M.

Fax: 304-205-7915



Mission: WVARF acts to support nonprofit organizations that empower individuals with disabilities to find meaningful employment through planning, training, and advising.

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**From:** Watson, Cristine D <[cristine.d.watson@wv.gov](mailto:cristine.d.watson@wv.gov)>  
**Sent:** Wednesday, November 5, 2025 10:35 AM  
**To:** Sabrina Jones <[Sjones@wvarf.org](mailto:Sjones@wvarf.org)>  
**Subject:** Cancellation of Contracts with Rehabilitation Services

We are working to clear contracts from our system that are no longer needed. I've attached two letters requesting your permission to cancel the balance on contracts CDO DRS200000002 and CDO DRS210000002. This would only cancel these two contracts. Multiple other more recent contracts for services would remain in place.

If you agree, please sign and return the attached two letters (one for each contract). Please call me if you have any concerns or questions.

—

Thank you,  
Cristine

**Cristine D. Watson, CPA, CGFM**

Administrative Services Manager 2

West Virginia Division of Rehabilitation Services

10 McJunkin Road

Nitro, WV 25143


[Cristine.D.Watson@wv.gov](mailto:Cristine.D.Watson@wv.gov)


304-356-2079



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**2 attachments**

 **CDO DRS20\_02 CLOSE OUT.pdf**  
513K

 **CDO DRS21\_02 CLOSE OUT.pdf**  
497K

2:20 PM

11/06/25

Accrual Basis

**WV Association of Rehabilitation Facilities Inc.**  
**Sales by Customer Detail**  
**All Transactions**

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
<b>DRS - MASTER</b>						
<b>DRSVAR</b>						
Invoice	11/30/2020	112862	Elkins - 23.DRS.009.20	DRS21*02		-827.62
Invoice	11/30/2020	112862	Kanawha City - 07.DRS.015.20	DRS21*02		-1,200.69
Invoice	11/30/2020	112862	Keyser - 03.DRS.010.20	DRS21*02		-1,373.18
Invoice	11/30/2020	112862	Hurricane/Teays - 07.DRS.016.20	DRS21*02		-405.64
Invoice	11/30/2020	112862	Lewisburg - 06.DRS.001.20	DRS21*02		-914.65
Invoice	11/30/2020	112862	Martinsburg - 03.DRS.011.20	DRS21*02		-1,762.25
Invoice	11/30/2020	112862	Moorefield - 03.DRS.012.20	DRS21*02		-1,556.27
Invoice	11/30/2020	112862	Morgantown - 25.DRS.014.20	DRS21*02		-1,194.59
Invoice	11/30/2020	112862	Mullens - 11.DRS.004.20	DRS21*02		-223.34
Invoice	11/30/2020	112862	Point Pleasant - 08.DRS.003.20	DRS21*02		-398.46
Invoice	11/30/2020	112862	Romney - 03.DRS.013.20	DRS21*02		-869.68
Invoice	11/30/2020	112862	Spencer - 02.DRS.006.20	DRS21*02		-595.50
Invoice	11/30/2020	112862	Weston - 01.DRS.005.20	DRS21*02		-430.22
Invoice	12/31/2020	113551	Elkins - 23.DRS.009.20	DRS21*02		-1,074.14
Invoice	12/31/2020	113551	Kanawha City - 07.DRS.015.20	DRS21*02		-1,314.27
Invoice	12/31/2020	113551	Keyser - 03.DRS.010.20	DRS21*02		-1,762.25
Invoice	12/31/2020	113551	Hurricane/Teays - 07.DRS.016.20	DRS21*02		-438.09
Invoice	12/31/2020	113551	Lewisburg - 06.DRS.001.20	DRS21*02		-1,143.32
Invoice	12/31/2020	113551	Martinsburg - 03.DRS.011.20	DRS21*02		-2,265.74
Invoice	12/31/2020	113551	Moorefield - 03.DRS.012.20	DRS21*02		-2,013.99
Invoice	12/31/2020	113551	Morgantown - 25.DRS.014.20	DRS21*02		-1,533.06
Invoice	12/31/2020	113551	Mullens - 11.DRS.004.20	DRS21*02		-279.17
Invoice	12/31/2020	113551	Point Pleasant - 08.DRS.003.20	DRS21*02		-531.28
Invoice	12/31/2020	113551	Romney - 03.DRS.013.20	DRS21*02		-1,144.32
Invoice	12/31/2020	113551	Spencer - 02.DRS.006.20	DRS21*02		-744.37
Invoice	12/31/2020	113551	Weston - 01.DRS.005.20	DRS21*02		-537.77
Invoice	01/31/2021	114207	JANITORIAL DRS D2 Lewis Co/Weston January 2021	DRS21*02		-430.22
Invoice	01/31/2021	114207	JANITORIAL DRS D1 Spencer/Roane Co January 2021	DRS21*02		-595.50
Invoice	01/31/2021	114207	JANITORIAL DRS D6 Keyser January 2021	DRS21*02		-1,521.94
Invoice	01/31/2021	114207	JANITORIAL DRS D6 Martinsburg January 2021	DRS21*02		-1,956.78
Invoice	01/31/2021	114207	JANITORIAL DRS D6 Moorefield January 2021	DRS21*02		-1,739.36
Invoice	01/31/2021	114207	JANITORIAL DRS D6 Romney January 2021	DRS21*02		-978.39
Invoice	01/31/2021	114207	JANITORIAL DRS D4 Lewisburg January 2021	DRS21*02		-914.65
Invoice	01/31/2021	114207	JANITORIAL DRS D1 Kanawha City January 2021	DRS21*02		-1,204.74
Invoice	01/31/2021	114207	JANITORIAL DRS D1 Hurricane January 2021	DRS21*02		-401.58
Invoice	01/31/2021	114207	JANITORIAL DRS D1 Mason County January 2021	DRS21*02		-450.64
Invoice	01/31/2021	114207	JANITORIAL DRS D5 Mullens January 2021	DRS21*02		-223.34
Invoice	01/31/2021	114207	JANITORIAL DRS D2 Elkins January 2021	DRS21*02		-920.07
Invoice	01/31/2021	114207	JANITORIAL DRS D2 Morgantown January 2021	DRS21*02		-1,324.01
Invoice	02/28/2021	114753	JANITORIAL DRS D2 Lewis Co/Weston February 2021	DRS21*02		-430.22
Invoice	02/28/2021	114753	JANITORIAL DRS D1 Spencer/Roane Co February 2021	DRS21*02		-595.50
Invoice	02/28/2021	114753	JANITORIAL DRS D6 Keyser February 2021	DRS21*02		-1,521.94
Invoice	02/28/2021	114753	JANITORIAL DRS D6 Martinsburg February 2021	DRS21*02		-1,956.78
Invoice	02/28/2021	114753	JANITORIAL DRS D6 Moorefield February 2021	DRS21*02		-1,739.36
Invoice	02/28/2021	114753	JANITORIAL DRS D6 Romney February 2021	DRS21*02		-978.39
Invoice	02/28/2021	114753	JANITORIAL DRS D4 Lewisburg February 2021	DRS21*02		-914.65
Invoice	02/28/2021	114753	JANITORIAL DRS D1 Kanawha City February 2021	DRS21*02		-1,204.74
Invoice	02/28/2021	114753	JANITORIAL DRS D1 Hurricane February 2021	DRS21*02		-401.58
Invoice	02/28/2021	114753	JANITORIAL DRS D1 Mason County February 2021	DRS21*02		-450.64
Invoice	02/28/2021	114753	JANITORIAL DRS D5 Mullens February 2021	DRS21*02		-223.34
Invoice	02/28/2021	114753	JANITORIAL DRS D2 Elkins February 2021	DRS21*02		-920.07
Invoice	02/28/2021	114753	JANITORIAL DRS D2 Morgantown February 2021	DRS21*02		-1,324.01
Invoice	03/31/2021	115299	JANITORIAL DRS D2 Lewis Co/Weston March 2021	DRS21*02		-484.00
Invoice	03/31/2021	115299	JANITORIAL DRS D1 Spencer/Roane Co March 2021	DRS21*02		-669.94

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11/06/25

Accrual Basis

## WV Association of Rehabilitation Facilities Inc.

### Sales by Customer Detail

All Transactions

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
Invoice	03/31/2021	115299	JANITORIAL DRS D6 Keyser March 2021	DRS21*02		-1,842.35
Invoice	03/31/2021	115299	JANITORIAL DRS D6 Martinsburg March 2021	DRS21*02		-2,368.73
Invoice	03/31/2021	115299	JANITORIAL DRS D6 Moorefield March 2021	DRS21*02		-2,105.54
Invoice	03/31/2021	115299	JANITORIAL DRS D6 Romney March 2021	DRS21*02		-1,184.37
Invoice	03/31/2021	115299	JANITORIAL DRS D4 Lewisburg March 2021	DRS21*02		-1,028.99
Invoice	03/31/2021	115299	JANITORIAL DRS D1 Kanawha City March 2021	DRS21*02		-1,533.31
Invoice	03/31/2021	115299	JANITORIAL DRS D1 Hurricane March 2021	DRS21*02		-511.10
Invoice	03/31/2021	115299	JANITORIAL DRS D1 Mason County March 2021	DRS21*02		-545.51
Invoice	03/31/2021	115299	JANITORIAL DRS D5 Mullens March 2021	DRS21*02		-279.17
Invoice	03/31/2021	115299	JANITORIAL DRS D2 Elkins March 2021	DRS21*02		-1,113.76
Invoice	03/31/2021	115299	JANITORIAL DRS D2 Morgantown March 2021	DRS21*02		-1,602.75
Invoice	04/30/2021	115919	JANITORIAL DRS D2 Lewis Co/Weston April 2021	DRS21*02		-484.00
Invoice	04/30/2021	115919	JANITORIAL DRS D1 Spencer/Roane Co April 2021	DRS21*02		-669.94
Invoice	04/30/2021	115919	JANITORIAL DRS D6 Keyser April 2021	DRS21*02		-1,762.25
Invoice	04/30/2021	115919	JANITORIAL DRS D6 Martinsburg April 2021	DRS21*02		-2,265.74
Invoice	04/30/2021	115919	JANITORIAL DRS D6 Moorefield April 2021	DRS21*02		-2,013.99
Invoice	04/30/2021	115919	JANITORIAL DRS D6 Romney April 2021	DRS21*02		-1,132.87
Invoice	04/30/2021	115919	JANITORIAL DRS D4 Lewisburg April 2021	DRS21*02		-1,028.99
Invoice	04/30/2021	115919	JANITORIAL DRS D1 Kanawha City April 2021	DRS21*02		-1,423.79
Invoice	04/30/2021	115919	JANITORIAL DRS D1 Hurricane April 2021	DRS21*02		-474.60
Invoice	04/30/2021	115919	JANITORIAL DRS D1 Mason County April 2021	DRS21*02		-521.79
Invoice	04/30/2021	115919	JANITORIAL DRS D5 Mullens April 2021	DRS21*02		-223.34
Invoice	04/30/2021	115919	JANITORIAL DRS D2 Elkins April 2021	DRS21*02		-1,065.34
Invoice	04/30/2021	115919	JANITORIAL DRS D2 Morgantown April 2021	DRS21*02		-1,533.06
Invoice	05/31/2021	116363	JANITORIAL DRS D2 Lewis Co/Weston May 2021	DRS21*02		-430.22
Invoice	05/31/2021	116363	JANITORIAL DRS D1 Spencer/Roane Co May 2021	DRS21*02		-595.50
Invoice	05/31/2021	116363	JANITORIAL DRS D6 Keyser May 2021	DRS21*02		-1,602.04
Invoice	05/31/2021	116363	JANITORIAL DRS D6 Martinsburg May 2021	DRS21*02		-2,059.77
Invoice	05/31/2021	116363	JANITORIAL DRS D6 Moorefield May 2021	DRS21*02		-1,830.90
Invoice	05/31/2021	116363	JANITORIAL DRS D6 Romney May 2021	DRS21*02		-1,029.88
Invoice	05/31/2021	116363	JANITORIAL DRS D4 Lewisburg May 2021	DRS21*02		-914.65
Invoice	05/31/2021	116363	JANITORIAL DRS D1 Kanawha City May 2021	DRS21*02		-1,314.27
Invoice	05/31/2021	116363	JANITORIAL DRS D1 Hurricane May 2021	DRS21*02		-438.09
Invoice	05/31/2021	116363	JANITORIAL DRS D1 Mason County May 2021	DRS21*02		-474.36
Invoice	05/31/2021	116363	JANITORIAL DRS D5 Mullens May 2021	DRS21*02		-223.34
Invoice	05/31/2021	116363	JANITORIAL DRS D2 Elkins May 2021	DRS21*02		-968.49
Invoice	05/31/2021	116363	JANITORIAL DRS D2 Morgantown May 2021	DRS21*02		-1,393.69
Invoice	06/30/2021	116928	JANITORIAL DRS D2 Lewis Co/Weston June 2021	DRS21*02		-484.00
Invoice	06/30/2021	116928	JANITORIAL DRS D1 Spencer/Roane Co June 2021	DRS21*02		-669.94
Invoice	06/30/2021	116928	JANITORIAL DRS D6 Keyser June 2021	DRS21*02		-1,682.14
Invoice	06/30/2021	116928	JANITORIAL DRS D6 Martinsburg June 2021	DRS21*02		-2,162.76
Invoice	06/30/2021	116928	JANITORIAL DRS D6 Moorefield June 2021	DRS21*02		-1,922.45
Invoice	06/30/2021	116928	JANITORIAL DRS D6 Romney June 2021	DRS21*02		-1,081.38
Invoice	06/30/2021	116928	JANITORIAL DRS D4 Lewisburg June 2021	DRS21*02		-1,028.99
Invoice	06/30/2021	116928	JANITORIAL DRS D1 Kanawha City June 2021	DRS21*02		-1,314.27
Invoice	06/30/2021	116928	JANITORIAL DRS D1 Hurricane June 2021	DRS21*02		-438.09
Invoice	06/30/2021	116928	JANITORIAL DRS D1 Mason County June 2021	DRS21*02		-498.07
Invoice	06/30/2021	116928	JANITORIAL DRS D5 Mullens June 2021	DRS21*02		-279.17
Invoice	06/30/2021	116928	JANITORIAL DRS D2 Elkins June 2021	DRS21*02		-1,016.91
Invoice	06/30/2021	116928	JANITORIAL DRS D2 Morgantown June 2021	DRS21*02		-1,463.38
Credit Memo	08/27/2021	116928CM	JANITORIAL DRS D6 Romney June 2021	DRS21*02		1,081.38
Invoice	07/31/2021	117936	Janitorial DRS D2 Lewis Co/Weston - JULY 2021	DRS21*02		-484.00
Invoice	07/31/2021	117936	Janitorial DRS D1 Spencer/Roane Co - JULY 2021	DRS21*02		-669.94
Invoice	07/31/2021	117936	JANITORIAL DRS D6 Keyser - JULY 2021	DRS21*02		-1,682.14
Invoice	07/31/2021	117936	JANITORIAL DRS D6 Martinsburg - JULY 2021	DRS21*02		-2,162.76
Invoice	07/31/2021	117936	JANITORIAL DRS D6 Moorefield - JULY 2021	DRS21*02		-1,922.45

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11/06/25

Accrual Basis

**WV Association of Rehabilitation Facilities Inc.**  
**Sales by Customer Detail**  
**All Transactions**

Type	Date	Num	Memo	P. O. #	Open Balance	Amount
Invoice	07/31/2021	117936	JANITORIAL DRS D4 Lewisburg - JULY 2021	DRS21*02		-1,028.99
Invoice	07/31/2021	117936	JANITORIAL DRS D1 Kanawha City - JULY 2021	DRS21*02		-1,314.27
Invoice	07/31/2021	117936	JANITORIAL DRS D1 Hurricane - JULY 2021	DRS21*02		-438.09
Invoice	07/31/2021	117936	JANITORIAL DRS D1 Mason County - JULY 2021	DRS21*02		-498.07
Invoice	07/31/2021	117936	JANITORIAL DRS D5 Mullens - JULY 2021	DRS21*02		-223.34
Invoice	07/31/2021	117936	JANITORIAL DRS D2 Elkins - JULY 2021	DRS21*02		-1,016.91
Invoice	07/31/2021	117936	JANITORIAL DRS D2 Morgantown - JULY 2021	DRS21*02		-1,463.38
Invoice	08/31/2021	118254	Janitorial DRS D2 Lewis Co/Weston - AUG 2021	DRS21*02		-484.00
Invoice	08/31/2021	118254	Janitorial DRS D1 Spencer/Roane Co - AUG 2021	DRS21*02		-669.94
Invoice	08/31/2021	118254	JANITORIAL DRS D6 Keyser - AUG 2021	DRS21*02		-1,762.25
Invoice	08/31/2021	118254	JANITORIAL DRS D6 Martinsburg - AUG 2021	DRS21*02		-2,265.74
Invoice	08/31/2021	118254	JANITORIAL DRS D6 Moorefield - AUG 2021	DRS21*02		-2,013.99
Invoice	08/31/2021	118254	JANITORIAL DRS D4 Lewisburg - AUG 2021	DRS21*02		-1,028.99
Invoice	08/31/2021	118254	JANITORIAL DRS D1 Kanawha City - AUG 2021	DRS21*02		-1,423.79
Invoice	08/31/2021	118254	JANITORIAL DRS D1 Hurricane - AUG 2021	DRS21*02		-474.60
Invoice	08/31/2021	118254	JANITORIAL DRS D1 Mason County - AUG 2021	DRS21*02		-521.79
Invoice	08/31/2021	118254	JANITORIAL DRS D5 Mullens - AUG 2021	DRS21*02		-223.34
Invoice	08/31/2021	118254	JANITORIAL DRS D2 Elkins - AUG 2021	DRS21*02		-1,065.34
Invoice	08/31/2021	118254	JANITORIAL DRS D2 Morgantown - AUG 2021	DRS21*02		-1,533.06
Invoice	09/30/2021	119024	Janitorial DRS D2 Lewis Co/Weston - SEP 2021	DRS21*02		-483.98
Invoice	09/30/2021	119024	Janitorial DRS D1 Spencer/Roane Co - SEP 2021	DRS21*02		-669.91
Invoice	09/30/2021	119024	JANITORIAL DRS D6 Keyser - SEP 2021	DRS21*02		-1,682.14
Invoice	09/30/2021	119024	JANITORIAL DRS D6 Martinsburg - SEP 2021	DRS21*02		-2,162.75
Invoice	09/30/2021	119024	JANITORIAL DRS D6 Moorefield - SEP 2021	DRS21*02		-1,922.46
Invoice	09/30/2021	119024	JANITORIAL DRS D4 Lewisburg - SEP 2021	DRS21*02		-1,028.99
Invoice	09/30/2021	119024	JANITORIAL DRS D1 Kanawha City - SEP 2021	DRS21*02		-1,314.25
Invoice	09/30/2021	119024	JANITORIAL DRS D1 Hurricane - SEP 2021	DRS21*02		-438.09
Invoice	09/30/2021	119024	JANITORIAL DRS D1 Mason County - SEP 2021	DRS21*02		-498.07
Invoice	09/30/2021	119024	JANITORIAL DRS D5 Mullens - SEP 2021	DRS21*02		-279.17
Invoice	09/30/2021	119024	JANITORIAL DRS D2 Elkins - SEP 2021	DRS21*02		-1,016.91
Invoice	09/30/2021	119024	JANITORIAL DRS D2 Morgantown - SEP 2021	DRS21*02		-1,463.37
Total DRSVAR					0.00	-147,292.15
Total DRS - MASTER					0.00	-147,292.15
<b>TOTAL</b>					<b>0.00</b>	<b>-147,292.15</b>



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: 10-30-2020

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

<b>Order Number:</b>	CDO 0932 4841 DRS2100000002 1	<b>Procurement Folder:</b>	789127
<b>Document Name:</b>	STATEWIDE	<b>Reason for Modification:</b>	
<b>Document Description:</b>	JANITORIAL SERVICES		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Dusty J Smith		
<b>Telephone:</b>	(304) 558-2063		
<b>Email:</b>	dusty.j.smith@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0212 WVRFJAN19 1
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000204796	<b>Requestor Name:</b>	Nancy K Beall
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC 710 CENTRAL AVE		<b>Requestor Phone:</b>	(304) 741-8572
CHARLESTON WV 25302-1702		<b>Requestor Email:</b>	nancy.k.beall@wv.gov
US			
<b>Vendor Contact Phone:</b>	304-205-7970	<b>Extension:</b>	208
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
SUPPORT SERVICES DIVISION OF REHABILITATION SERVICES 107 CAPITOL ST  CHARLESTON WV 25301  US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999  US

<b>Total Order Amount:</b>	\$165,355.75
----------------------------	--------------

**PURCHASING DIVISION AUTHORIZATION**  
 SIGNED BY: Tara Lyle  
 DATE: 2020-10-30  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 SIGNED BY: Beverly A Toler  
 DATE: 2020-10-30  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CENTRAL DELIVERY ORDER  
TO PROVIDE JANITORIAL SERVICES AT VARIOUS WV DIVISION OF REHABILITATION SERVICES LOCATIONS THROUGHOUT THE STATE..  
EFFECTIVE 10/1/20 THROUGH 9/30/21

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	312.00000	HOUR	\$17.9258	\$5,592.85
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Buckhannon Upsher Region 6 Hourly Rate - PCard

**Extended Description:**

Buckhannon-Upsher Work Adjustment Center Hourly Pricing per the attached.  
WESTON BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	364.00000	HOUR	\$21.2678	\$7,741.48
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Clay County Region 3 and 4 Hourly Rate - PCard

**Extended Description:**

Clay County Services Unlimited Hourly Pricing per the attached.  
SPENCER BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	868.00000	HOUR	\$22.8863	\$19,865.31
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
KEYSER BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	572.00000	HOUR	\$20.7876	\$11,890.51
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Gateway Industries Region 1 Hourly Rate - PCard

**Extended Description:**

Gateway Industries Hourly Pricing per the attached.  
LEWISBURG BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	326.25000	HOUR	\$16.2255	\$5,293.57
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill Kanawha Valley Regions 2 and 3 Hourly Rate - PCard

**Extended Description:**

Goodwill Industries of the Kanawha Valley Hourly Pricing per the attached.  
HURRICANE/TEAYS VALLEY BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	310.00000	HOUR	\$18.9742	\$5,882.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill KYOWVA Regions 2 and 4 Hourly Rate - PCard

**Extended Description:**

Goodwill KYOWVA Hourly Pricing per the attached.  
PT. PLEASANT BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	156.00000	HOUR	\$18.6114	\$2,903.38
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Integrated Resources Regions 1, 2, and 3 Hourly Rate - PCard

**Extended Description:**

Integrated Resources Hourly Pricing per the attached.  
MULLENS BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	682.00000	HOUR	\$17.6089	\$12,009.27
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Randolph County Region 3 and 6 Hourly Rate - PCard

**Extended Description:**

Randolph County Sheltered Workshop dba Seneca Designs Hourly Pricing per the attached.  
ELKINS BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	868.00000	HOUR	\$19.9099	\$17,281.79
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** The Op Shop Regions 4, 5, and 6 Hourly Rate - PCard

**Extended Description:**

The OP Shop Hourly Pricing per the attached.  
MORGANTOWN BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	1116.00000	HOUR	\$22.8863	\$25,541.11
Service From	Service To	Manufacturer		Model No	Delivery Date

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
MARTINSBURG BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	992.00000	HOUR	\$22.8863	\$22,703.21
Service From	Service To	Manufacturer		Model No	Delivery Date

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
MOOREFIELD BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	558.00000	HOUR	\$22.8863	\$12,770.56
Service From	Service To	Manufacturer		Model No	Delivery Date

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
ROMNEY BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	978.75000	HOUR	\$16.2255	\$15,880.71
Service From	Service To	Manufacturer		Model No	Delivery Date

**Commodity Line Description:** Goodwill Kanawha Valley Regions 2 and 3 Hourly Rate - PCard

**Extended Description:**

Goodwill Industries of the Kanawha Valley Hourly Pricing per the attached.  
CHARLESTON DO



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: 06-11-2025

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

<b>Order Number:</b>	CDO 0932 4841 DRS2100000002 10	<b>Change Order No:</b>	1	<b>Procurement Folder:</b>	789127
<b>Document Name:</b>	STATEWIDE	<b>Reason for Modification:</b>			
<b>Document Description:</b>	JANITORIAL SERVICES	Accounting Adjustment: Roll funds from FY2024 to FY2025			
<b>Procurement Type:</b>	Central Delivery Order				
<b>Buyer Name:</b>	Sheri D Slone				
<b>Telephone:</b>	304-356-2103				
<b>Email:</b>	sheri.d.slone@wv.gov				
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b> CMA 0212 WVRFJAN19 10			
<b>Free on Board:</b>	FOB Dest, Freight Prepaid				

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000204796			<b>Requestor Name:</b>	Nancy K Kinder
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES INC				<b>Requestor Phone:</b>	(304) 741-8572
400 PATTERSON LN				<b>Requestor Email:</b>	nancy.k.beall@wv.gov
CHARLESTON	WV	25311			
US					
<b>Vendor Contact Phone:</b>	681-661-0143	<b>Extension:</b>	208		
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
SUPPORT SERVICES	STATE OF WEST VIRGINIA
DIVISION OF REHABILITATION SERVICES	VARIOUS LOCATIONS AS INDICATED BY ORDER
STATE CAPITOL	
PO BOX 50890	
CHARLESTON WV 25305	No City WV 99999
US	US

<b>Total Order Amount:</b>	\$165,355.75
----------------------------	--------------

**PURCHASING DIVISION AUTHORIZATION**  
 DATE:  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE:  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CENTRAL DELIVERY ORDER  
TO PROVIDE JANITORIAL SERVICES AT VARIOUS WV DIVISION OF REHABILITATION SERVICES LOCATIONS THROUGHOUT THE STATE..

EFFECTIVE 10/1/20 THROUGH 9/30/21

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	76110000	312.00000	HOUR	\$17.9258	\$5,592.85
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Buckhannon Upsher Region 6 Hourly Rate - PCard

**Extended Description:**

Buckhannon-Upsher Work Adjustment Center Hourly Pricing per the attached.  
WESTON BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	76110000	364.00000	HOUR	\$21.2678	\$7,741.48
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Clay County Region 3 and 4 Hourly Rate - PCard

**Extended Description:**

Clay County Services Unlimited Hourly Pricing per the attached.  
SPENCER BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	76110000	868.00000	HOUR	\$22.8863	\$19,865.31
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
KEYSER BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	76110000	572.00000	HOUR	\$20.7876	\$11,890.51
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Gateway Industries Region 1 Hourly Rate - PCard

**Extended Description:**

Gateway Industries Hourly Pricing per the attached.  
LEWISBURG BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	76110000	326.25000	HOUR	\$16.2255	\$5,293.57
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill Kanawha Valley Regions 2 and 3 Hourly Rate - PCard

**Extended Description:**

Goodwill Industries of the Kanawha Valley Hourly Pricing per the attached.  
HURRICANE/TEAYS VALLEY BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	76110000	310.00000	HOUR	\$18.9742	\$5,882.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill KYOWVA Regions 2 and 4 Hourly Rate - PCard

**Extended Description:**

Goodwill KYOWVA Hourly Pricing per the attached.  
PT. PLEASANT BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	76110000	156.00000	HOUR	\$18.6114	\$2,903.38
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Integrated Resources Regions 1, 2, and 3 Hourly Rate - PCard

**Extended Description:**

Integrated Resources Hourly Pricing per the attached.  
MULLENS BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	76110000	682.00000	HOUR	\$17.6089	\$12,009.27
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Randolph County Region 3 and 6 Hourly Rate - PCard

**Extended Description:**

Randolph County Sheltered Workshop dba Seneca Designs Hourly Pricing per the attached.  
ELKINS BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	76110000	868.00000	HOUR	\$19.9099	\$17,281.79
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** The Op Shop Regions 4, 5, and 6 Hourly Rate - PCard

**Extended Description:**

The OP Shop Hourly Pricing per the attached.  
MORGANTOWN BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	76110000	1116.00000	HOUR	\$22.8863	\$25,541.11
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
MARTINSBURG BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	76110000	992.00000	HOUR	\$22.8863	\$22,703.21
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
MOOREFIELD BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	76110000	558.00000	HOUR	\$22.8863	\$12,770.56
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Development Center Region 7 Hourly Rate - PCard

**Extended Description:**

Developmental Center and Workshop Hourly Pricing per the attached.  
ROMNEY BO

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	76110000	978.75000	HOUR	\$16.2255	\$15,880.71
Service From	Service To	Manufacturer	Model No	Delivery Date	

**Commodity Line Description:** Goodwill Kanawha Valley Regions 2 and 3 Hourly Rate - PCard

**Extended Description:**

Goodwill Industries of the Kanawha Valley Hourly Pricing per the attached.  
CHARLESTON DO

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**West Virginia Secretary of State — Online Data Services**

**Business and Licensing**

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**Business Organization Detail**

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**THE WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES, INC.**

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	5/8/1973		5/8/1973	Domestic	Non-Profit			

Organization Information			
<b>Business Purpose</b>	5613 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional employer orgs)		<b>Capital Stock</b> 0.0000
<b>Charter County</b>	Kanawha	<b>Control Number</b>	0
<b>Charter State</b>	WV	<b>Excess Acres</b>	0
<b>At Will Term</b>		<b>Member Managed</b>	
<b>At Will Term Years</b>		<b>Par Value</b>	0.000000
<b>Authorized Shares</b>	0	<b>Young Entrepreneur</b>	Not Specified

Addresses	
Type	Address
<b>Designated Office Address</b>	400 PATTERSON LANE CHARLESTON, WV, 25311
<b>Notice of Process Address</b>	NITA HOBBS 400 PATTERSON LANE CHARLESTON, WV, 25311
<b>Principal Office Address</b>	400 PATTERSON LANE CHARLESTON, WV, 25311 USA
<b>Principal Office Mailing Address</b>	PO BOX 6764 CHARLESTON, WV, 25362 USA
Type	Address

Officers	
Type	Name/Address
<b>Director</b>	NITA HOBBS 563 BURROUGHS STREET MORGANTOWN, WV, 26505
<b>Incorporator</b>	GEORGE W. KESSINGER 1016 WILKIE DR CHARLESTON, WV, 25301 USA
<b>Incorporator</b>	TIMOTHY J. ATKINSON 180 B. ST KEYSER, WV, 26726 USA
<b>President</b>	JOHN EMPSON 22 CAPITOL STREET CHARLESTON, WV, 25301
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
CROSSROADS INDUSTRIES	TRADENAME	8/28/1995	
WVARF	TRADENAME	9/30/2004	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
3/21/2014	AMENDMENT FILED: SEE IMAGE
6/4/2010	FILED AMENDING BY-LAWS
5/26/2009	AMEND FILED ADDING 501C3 LANGUAGE AND AMENDING BYLAWS
11/18/1985	AMEND; BY LAWS
Date	Amendment

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
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2019	

2018
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, February 5, 2026 — 1:25 PM

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- Exact Phrase ⓘ

e.g. 123456789, Smith Corp

\*the west virginia association of rehabilitation facilities\*



Entity



Location



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- Inactive
- ID Assigned

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