

State of West Virginia
Purchasing Division



PURCHASE REQUISITION

Requisition No. 07230636	Buyer	Requisition Date 12/21/2022
Agency/Invoice To: WV Division of Highways District Seven P.O. Box 1228 Weston, WV 26452	TEAM Code _____	WVFIMS Document # Suggested Vendors: 1. 2. 3. <i>Additional Vendors on Reverse Side</i>
Agency/Ship To: Burnsville Rest Area Servia Rest Area	TEAM Code _____	PURCHASING DIVISION'S USE ONLY
This Section Only For: Releases, Direct Purchases, Emergency Purchases & Agreements Vendor Name & Address: WVARF 710 Central Avenue Charleston, WV 25302		
WVFIMS Vendor #	TEAM Vendor #	Commodity Code: _____
Terms	F.O.B.	Instructions:

Item No.	Quantity	Description	Unit Price	Amount
		<i>Type of Purchase</i>		
	5808	Janitorial Service at Servia Rest Area November 2022 - June 2023	\$44.81	\$260,256.48
	5808	Janitorial Service at Burnsville Rest Area November 2022 - June 2023	\$47.53	\$276,054.24

Authorized Signature _____ Title _____ Telephone _____	Total Estimated Value of this Requisition: \$536,310.72 Maximum Budgeted Amount: _____ <p style="text-align: right; font-size: small;">www.state.wv.us/admin/purchase</p>
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**Service Agreement
20.HRA.007.23**

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: Precision Services, Inc.

Work to be Performed: Custodial / Grounds

Contract Site: DOH Rest Area
I-79 North & South at Burnsville 001

Customer Contact: Carla Rotsch

Period of Contract: November 1, 2022 - June 30, 2023

	<u>Est. Hours</u>		<u>Rate</u>				
Total Period Amount:	5,808	x	\$ 47.53	=		\$276,054.24	annually

Billed Monthly As Follows:

2022	Days	Hours	Cost	2023	Days	Hours	Cost
				January	31	744	\$35,362.52
				February	28	672	\$31,940.16
				March	31	744	\$35,362.52
				April	30	720	\$34,221.60
November	30	720	\$34,221.60	May	31	744	\$35,362.52
December	31	744	\$35,362.52	June	30	720	\$34,221.60

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:
Tara Martinez
Tara Martinez
CEO
WVARF, Inc.

10/26/2022
Date

Carla Rotsch
Signature for the State Agency
Carla Rotsch
Print Name for the State Agency

11-2-22
Date

RECEIVED
NOV 02 2022
BUSINESS MANAGER'S
OFFICE

REST AREA PRICING

AGREEMENT: 20.HRA.007.23

CRP: Precision Services

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-79 North & South at Burnsville

A. BUILDING DESCRIPTION

Lawn Acreage	11.07
North Acreage	6.02
South Acreage	5.05
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 15.66		15.66
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	56.00
	0.000
Total Time per day	64.00
Vacation-sick Supervisors (days)	30
Vacation-sick Direct Labor (days)	30

D. Monthly Direct Costs

Supervision Wage + Tax	\$ 4,331.67
Supervision Vacation + Sick	\$ 355.48
Direct Labor Wage + Tax	\$ 19,633.57
Direct Labor Vacation + Sick	\$ 1,611.25
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 25,931.96

E. Supplies and Equipment - per month

Supplies	\$ 884.52	
Equipment	\$ 1,701.22	
Telephone		
Uniforms	\$ 296.66	
Floor mat service	\$ 53.70	
Gas and Oil	\$ 87.64	\$95 per acre
Maintenance Lawn Equipment	\$ 87.64	\$95 per acre

F. Overhead and Burden

9.50%	\$ 2,863.62
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G. Additional labor not included in the DL hours above.

Additional 20 days per year	\$ 1,841.42
Extra Lawn Care 987 hours	\$ 11,359.28
Additional hours per year 560	\$ 6,444.98

H. Annual Price to State \$ 276,054.24

WVARF Fee
(included in annual price above) \$ 11,325.60 annual

I. Contract Period November 1, 2022 - June 30, 2023

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:** 20.HRA.007.23**CRP:** Precision Services**CUSTOMER:** Division of Highways - Maintenance Division**LOCATION:** Rest Area - I-79 North & South at Burnsville

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: 20.HRA.007.23

CRP: Precision Services

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-79 North & South at Burnsville

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
18		ea	0	\$0.00	\$0.00
19		ea	0	\$0.00	\$0.00
20	Glass cleaner	ea	1	\$89.00	\$89.00
21			0		\$0.00
22			0		\$0.00
23	Latex gloves	box/100	40	\$12.00	\$480.00
24		ea	0	\$0.00	\$0.00
25	Lobby pan/broom combo	ea	1	\$38.00	\$38.00
26	Wet Mops	cs	4	\$16.00	\$64.00
27	Mop handle	ea	3	\$30.00	\$90.00
28	Mop Bucket w/Ringer/Casters	ea	1	\$180.00	\$180.00
29		0	0	\$0.00	\$0.00
30	Razor Blade Stick	ea	1	\$21.96	\$21.96
31	Razor Blades	pk/10	1	\$9.73	\$9.73
32	Spray bottles	ea	24	\$1.82	\$43.68
33			0	\$32.64	\$0.00
34	Spray Disinfectant	cs	2	\$60.00	\$120.00
42					\$0.00
43	TOTAL EXPENDABLE SUPPLIES				\$5,307.14



**Service Agreement
02.HRA.002.23**

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: Clay County Services Unlimited, Inc.
Work to be Performed: Custodial/Grounds
Contract Site: DOH Rest Area
 I-79 North & South at Servia 002
Customer Contact: Carla Rotsch
Period of Contract: November 1, 2022 - June 30, 2023

	Est Hours	x	Approved Rate	
Total Period Amount:	5,808	x	\$44.81	= \$260,256.48 annually

Billed Monthly As Follows:

2022	Days	Hours	Cost	2023	Days	Hours	Cost
				January	31	744	\$33,358.64
				February	28	672	\$30,112.32
				March	31	744	\$33,358.64
				April	30	720	\$32,263.20
November	30	720	\$32,263.20	May	31	744	\$33,358.64
December	31	744	\$33,358.64	June	30	720	\$32,263.20

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:

 Tara Martinez
 CEO
 WVARF, Inc.

10/21/2022

 Date

Signature for the State Agency

 Print Name for the State Agency

10/24/22

 Date

RECEIVED

OCT 24 2022

**BUSINESS MANAGER'S
OFFICE**

REST AREA PRICING

AGREEMENT: 02.HRA.002.23

CRP: Clay County Services Unlimited

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-79 North & South at Servia

A. BUILDING DESCRIPTION

Lawn Acreage	7.62
North Acreage	4.69
South Acreage	2.93
Number of days per week cleaned	7.03

B. Wage Data

Supervisor Wage	\$ 17.68	
Supervisor Taxes	13.50%	1.135
Direct Labor Wage	\$ 10.75	
Direct Labor Taxes	13.50%	1.135

C. Staffing Plan

Daily Time Allocation - Supervision	8.00
Daily Time Allocation - Direct Labor	48.00
	0.000
Total Time per day	56.00
Vacation-sick Supervisors (days)	30
Vacation-sick Direct Labor (days)	30

D. Monthly Direct Costs

Supervision Wage + Tax	\$ 4,890.41
Supervision Vacation + Sick	\$ 401.34
Direct Labor Wage + Tax	\$ 17,841.16
Direct Labor Vacation + Sick	\$ 1,464.15
Periodic Cleaning Wage + Tax	\$ -
Total wages, benefits, taxes	\$ 24,597.05

E. Supplies and Equipment - per month

Supplies	\$ 884.52	527.08
Equipment	\$ 1,701.23	625.08
Telephone	\$ 349.25	349.25
Uniforms	\$ 285.84	285.84
Floor mat service	\$ -	
Gas and Oil	\$ 69.85	60.33 \$110 per acre
Maintenance Lawn Equipment	\$ 69.85	60.33 \$110 per acre

F. Overhead and Burden

9.50%	\$ 2,721.77
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G. Additional labor not included in the DL hours above.

Additional 20 days per year	\$ 1,952.20
Extra Lawn Care 723 hours	\$ 6,359.69

H. Annual Price to Customer \$ 260,256.48 annual
WVARF Fee

(included in annual price above) \$ 10,686.72 annual

I. Contract Period November 1, 2022 - June 30, 2023

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: 02.HRA.002.23

CRP: Clay County Services Unlimited

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-79 North & South at Servia

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
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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
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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: 02.HRA.002.23

CRP: Clay County Services Unlimited

CUSTOMER: Division of Highways - Maintenance Division

LOCATION: Rest Area - I-79 North & South at Servia

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
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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	Glass cleaner	ea	1	\$89.00	\$89.00
21			0		\$0.00
22			0		\$0.00
23	Latex gloves	box/100	40	\$12.00	\$480.00
24		ea	0	\$0.00	\$0.00
25	Lobby pan/broom combo	ea	1	\$38.00	\$38.00
26	Wet Mops	cs	4	\$16.00	\$64.00
27	Mop handle	ea	3	\$30.00	\$90.00
28	Mop Bucket w/Ringer/Casters	ea	1	\$180.00	\$180.00
29		0	0	\$0.00	\$0.00
30	Razor Blade Stick	ea	1	\$21.96	\$21.96
31	Razor Blades	pk/10	1	\$9.73	\$9.73
32	Spray bottles	ea	24	\$1.82	\$43.68
33			0	\$32.64	\$0.00
34	Spray Disinfectant	cs	2	\$60.00	\$120.00
42					\$0.00
43	TOTAL EXPENDABLE SUPPLIES				\$5,307.14