



State of West Virginia Agency Master Agreement

Order Date: 2025-06-25

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: AMA 0603 3926 ADJ2400000015 2	Procurement Folder: 1455249
Document Name: MJCP Laundry Services	Reason for Modification: Change Order 01: To Renew and Increase Contract
Document Description: Laundry Service / CDEC	
Procurement Type: Agency Master Agreement	
Buyer Name: Nancy C Baire	
Telephone: 304-561-6449	
Email: baire4@yahoo.com	
Shipping Method: Best Way	Effective Start Date: 2024-07-01
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2026-06-30

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VC0000050482 CAMP DAWSON EVENT CENTER 1001 ARMY ROAD KINGWOOD WV 26537 US Vendor Contact Phone: 304-791-7017 Extension: Discount Details: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 5%;"></th> <th style="width: 15%;">Discount Allowed</th> <th style="width: 20%;">Discount Percentage</th> <th style="width: 20%;">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			Requestor Name: Tammy K Wiles Requestor Phone: 304-698-2093 Requestor Email: tammy.k.wiles@wv.gov
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
STATE FINANCE ADJUTANT GENERALS OFFICE 1703 COONSKIN DR CHARLESTON WV 25311-1085 US	MOUNTAINEER JOB CHALLENGE PROGRAM ADJUTANT GENERAL'S OFFICE 1001 ARMY ROAD KINGWOOD WV 26537 US

Total Order Amount:	Open End
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Cara M. Suppa
 DEPARTMENT AUTHORIZED SIGNATURE
 SIGNED BY : Cara M Suppa
 DATE: 2025-06-25
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 01 is issued to renew the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders, except that the contract unit prices are increased as defined in the attached documentation.

Effective date of renewal July 1, 2025 through June 30, 2026.

Renewal Years Remaining: 2

No other changes. 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	91111502			EA	\$0.00
	Service From	Service To			Service Contract Amount
				0.00	

Commodity Line Description: Laundry Services as per attached

Extended Description:

Laundry Services as per attached pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	91111502			EA	\$2.88
	Service From	Service To			Service Contract Amount
				0.00	

Commodity Line Description: Supplies & Materials Charge for detergents/dryer sheets load

Extended Description:

Detergents & Dryer Sheets Charge per load

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84141602			EA	\$0.00
	Service From	Service To			Service Contract Amount
				0.00	

Commodity Line Description: Credit Card 2.5% Fee

Extended Description:

Credit Card 2.5% Fee

	Document Phase	Document Description	Page
ADJ240000015	Final	Laundry Service / CDEC	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions



STATE OF WEST VIRGINIA
OFFICE OF THE ADJUTANT GENERAL
 1703 COONSKIN DRIVE
 CHARLESTON, WEST VIRGINIA 25311-1085

CFMO
 Procurement, WVNG

(304) 561-6449

Anthony Favro
 MJCP Director
 1001 Army Road
 Kingwood, WV 26537

May 20, 2025

Please see attached the “renewal” change order request for Camp Dawson Event Center (CDEC) for Laundry at your facility. This will be Change Order # 1 on AMA ADJ2400000015. This contract is due to expire on June 30, 2025. We would like to know if you would like to renew this contract. If you are, then you will need to get with CDEC to see if they are willing to renew for the same pricing, terms, & conditions. If they are, then all we will need will be their signature below. If prices need to be negotiated, then we will need more documentation.

CAMP DAWSON EVENT CENTER
AMA ADJ2400000015
Effective Dates

Vendor # VC0000050482
Change Order 1
July 1, 2025 – June 30, 2026

CDEC – PRINT NAME Thomas Barbour Jr. DATE 6/25/25

SIGNATURE Thomas Barbour Jr.

Sincerely,

Nancy C. Baire
 Procurement Analyst

Mountaineer Job Challenge Program (MJCP) External Laundry Invoice

Item		Unit	Price	QTY	TOTAL
1	ACU/BDU Trouser	Each	\$ 2.90		\$ -
2	Bag, Laundry Mesh	Each	\$ 0.58		\$ -
3	Bath Towels	Each	\$ 0.58		\$ -
4	Blanket, Cotton	Each	\$ 2.90		\$ -
5	Canteen Cover	Each	\$ 0.73		\$ -
6	Dress Shirt/Polo Shirt	Each	\$ 1.45		\$ -
7	Duffle Bag	Each	\$ 5.80		\$ -
8	Gloves	Pair	\$ 0.73		\$ -
9	Jeans	Each	\$ 2.90		\$ -
10	Jersey, Reversible	Each	\$ 1.23		\$ -
11	Knit Hats	Each	\$ 1.09		\$ -
12	Mattress Cover	Each	\$ 1.45		\$ -
13	MJCP Coat	Each	\$ 7.25		\$ -
14	Pillow Case	Each	\$ 0.35		\$ -
15	PT Shorts	Each	\$ 1.23		\$ -
16	Scrub Pants	Each	\$ 1.45		\$ -
17	Scrub Tops	Each	\$ 1.45		\$ -
18	Sheets, Fitted and/or Flat	Each	\$ 0.87		\$ -
19	Socks	Pair	\$ 0.73		\$ -
20	Sweat Pants and/or Sweat Shirts	Each	\$ 1.45		\$ -
21	T-shirt- Black/White/Maroon/Gray	Each	\$ 1.23		\$ -
22	Wash Cloths	Each	\$ 0.22		\$ -
23	Supplies & Materials Charge	Per Load	\$ 2.88		\$ -
SUBTOTAL					\$ -
24	Credit Card Fee	Per Invoice	2.50%		\$ -
TOTAL					\$ -