



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: 08-31-2021

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 0216 0216 FLT2200000001 1	Procurement Folder:	929303
Document Name:	7-2022 FORD EXPLORER POLICE INTERCEPTOR, CLASS PSC, FLEX	Reason for Modification:	
Document Description:	7-2022 FORD EXPLORER POLICE INTERCEPTOR, CLASS PSC, FLEX		
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 0216 FLT2000000001 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000199714	Requestor Name:	Kenneth H Yoakum
STEPHENS AUTO CENTER PO BOX 278		Requestor Phone:	(304) 558-2106
DANVILLE WV 25053278		Requestor Email:	kenny.h.yoakum@wv.gov
US		<div>22</div> <div>FILE LOCATION _____</div>	
Vendor Contact Phone:	999-999-9999 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION	STATE OF WEST VIRGINIA
FLEET MANAGEMENT OFFICE	IN CARE OF SURPLUS PROPERTY
2101 WASHINGTON ST E	2700 CHARLES AVENUE
CHARLESTON WV 25305	DUNBAR WV 25064
US	US

Total Order Amount: \$231,798.00

Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION

DATE:

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 10-7-21

ELECTRONIC SIGNATURE ON FILE

Extended Description:

7-2021 FORD EXPLORER POLICE INTERCEPTOR, CLASS PSC, FLEX

2020 or current model year Police Utility AWD Four (4) door

CMA#: FLT2000000001

CLASS PSC

FORD EXPLORER POLICE INTERCEPTOR

COLOR:

1 IN01 WHITE

6 PC01 SILVER

FUEL: FLEX

To be financed under contract SWC # FINANCE21.

Release Order - FIN2200000002 Appendix 2021-07.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	1.00000	EA	\$33,114.0000	\$33,114.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: 2020 or current model year Police Utility AWD Four (4) door**Extended Description:**

2020 or current model year Police Utility AWD Four (4) door

1-2021 FORD EXPLORER POLICE INTERCEPTOR, CLASS PSC, FLEX

CMA#: FLT2000000001

CLASS PSC

1 FORD EXPLORER POLICE INTERCEPTOR

COLOR: WHITE

FUEL: FLEX

To be financed under contract SWC # FINANCE21.

Release Order - FIN2200000002 Appendix 2021-07.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	25100000	6.00000	EA	\$33,114.0000	\$198,684.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: 2020 or current model year Police Utility AWD Four (4) door**Extended Description:**

2020 or current model year Police Utility AWD Four (4) door

6-2021 FORD EXPLORER POLICE INTERCEPTOR, CLASS PSC, FLEX

CMA#: FLT2000000001

CLASS PSC

6 FORD EXPLORER POLICE INTERCEPTOR

COLOR: SILVER

FUEL: FLEX

To be financed under contract SWC # FINANCE21.

Release Order - FIN2200000002 Appendix 2021-07.

Exhibit A
Price Sheet
Police Utility AWD Four (4) Door

Item	Description	Brand Vehicle Bid	Model Vehicle Bid	Unit of Measure	Unit Price	Est. Qty.	Extended Cost
3.2.1	2020, or present model year, Four (4) Door Police rated Utility AWD (Gasoline engine)	Ford	2020 Police Interceptor Explorer K8A	Each	\$33,114		\$331,140
TOTAL BID AMOUNT:							\$331,140

Vendor should not alter pricing page and should fill out pricing page as is. The addition of alterations to the pricing page and/or addition of commodities other than those listed on the pricing page online or as an attachment will result in disqualification of bid submittal.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor Name: Stephens Auto Center
 Manufacturer/Brand: Ford
 Model Name/Number: Police Interceptor Explorer 2020 K8A



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved ☐ Declined

Signature *Ann Vincent*

DCS

Title

8/30/2021

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael Dailey

DEPARTMENT MI - Miscellaneous

AGENCY/BILL CODE PC01 PUBLIC SERVICE COMMISSION

E-MAIL mdailey@psc.state.wv.us

PHONE NO. (304) 340-0825 EXT

DATE 8/24/2021

FUND # 8623

DEPT # 0926

UNIT # 1979

VEHICLE MISSION

What type of request is this? ☐ Replacement vehicle (go to next section) ☒ Increase to fleet (fill in this section)
☐ Reassignment

JUSTIFICATION Vehicles needed to replace totaled vehicles and for new employee hires in Aug 2021

Est. # of days per week used 5

Est. # of miles per month used 1200

CABINET SECRETARY APPROVAL

DATE

VEHICLE PURCHASE

Type of vehicle: ☒ New Vehicle ☐ Used Vehicle ☐ Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned ☐ DOC ID FLT22*01

MAKE FORD

MODEL Police Interceptor Explorer K8A

YEAR 2022

COLOR SILVER

FUEL TYPE FLEX

PSC Mid Size Utility...4WD or AWD, 4 doors, 119" WB, 6 cylid minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE

MODEL

YEAR

MILEAGE

LICENSE #

VIN #

DECOMMISSIONING METHOD

DEFERRED

JUSTIFICATION FOR DEFERRED

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 8/30/21



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved ☐ Declined

Signature

Title

Ann Vincent Uhlir
8/30/2021

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael Dailey

DEPARTMENT MI - Miscellaneous

AGENCY/BILL CODE PC01 PUBLIC SERVICE COMMISSION

E-MAIL mdailey@psc.state.wv.us

PHONE NO. (304) 340-0825

EXT

DATE 8/24/2021

FUND # 8623

DEPT # 0926

UNIT # 1979

VEHICLE MISSION

What type of request is this?

☐ Replacement vehicle (go to next section) ☒ Increase to fleet (fill in this section)
☐ Reassignment

JUSTIFICATION Vehicles needed to replace totaled vehicles and for new employee hires in Aug 2021

Est. # of days per week used 5

Est. # of miles per month used 1200

CABINET SECRETARY APPROVAL

DATE 8/24/21

VEHICLE PURCHASE

Type of vehicle:

☒ New Vehicle

Used Vehicle

Used Vehicle Mileage

Who owns this vehicle?

☒ Leased from Fleet

☐

Agency Owned

DOC ID FL122*62

MAKE FORD

MODEL Police Interceptor Explorer K8A

YEAR 2022

COLOR SILVER

FUEL TYPE FLEX

PSC Mid Size Utility...4WD or AWD, 4 doors, 119" WB, 6 cyl minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE

MODEL

YEAR

MILEAGE

LICENSE #

VIN #

DECOMMISSIONING METHOD

DEFERRED

JUSTIFICATION FOR DEFERRED

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☒

APPROVED

DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 8/30/21



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined

Signature *Ann P. ...*
Title *DCS* Date *8/30/2021*

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael Dailey

DEPARTMENT MI - Miscellaneous

AGENCY/BILL CODE PC01 PUBLIC SERVICE COMMISSION

E-MAIL mdailey@psc.state.wv.us

PHONE NO. (304) 340-0825 EXT

DATE 8/24/2021

FUND # 8623

DEPT # 0926

UNIT # 1979

VEHICLE MISSION

What type of request is this?

Replacement vehicle (go to next section) ☒ Increase to fleet (fill in this section)
Reassignment

JUSTIFICATION Vehicles needed to replace totaled vehicles and for new employee hires in Aug 2021

Est. # of days per week used 5

Est. # of miles per month used 1200

CABINET SECRETARY APPROVAL

Charlotte R. Lane

DATE 8-26

VEHICLE PURCHASE

Type of vehicle:

☒ New Vehicle

☐ Used Vehicle

Used Vehicle Mileage

Who owns this vehicle?

☒ Leased from Fleet

Agency Owned

DOC ID FLT22701

MAKE FORD

MODEL Police Interceptor Explorer K8A

YEAR 2022

COLOR SILVER

FUEL TYPE FLEX

PSC Mid Size Utility...4WD or AWD, 4 doors, 119" WB, 6 cyl minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE

MODEL

YEAR

MILEAGE

LICENSE #

VIN #

DECOMMISSIONING METHOD

DEFERRED

JUSTIFICATION FOR DEFERRED

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

Matthew ...

DATE 8/30/21



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined

Signature

Title

Ann Vincent Worley
8/30/2021
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael Dailey DEPARTMENT MI - Miscellaneous
AGENCY/BILL CODE PC01 PUBLIC SERVICE COMMISSION
E-MAIL mdailey@psc.state.wv.us
PHONE NO. (304) 340-0825 EXT DATE 8/24/2021
FUND # 8623 DEPT # 0926 UNIT # 1979

VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)
☐ Reassignment

JUSTIFICATION Vehicles needed to replaced totaled vehicles and for new employee hires in Aug 2021

Est. # of days per week used 5

Est. # of miles per month used 1200

CABINET SECRETARY APPROVAL *Charles E. Holt*

DATE 8/24/21

VEHICLE PURCHASE

Type of vehicle: ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID FLT22*01
MAKE FORD MODEL Police Interceptor Explorer K8A
YEAR COLOR Silver FUEL TYPE FLEX

PSC Mid Size Utility...4WD or AWD, 4 doors, 119" WB, 6 cylid minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL EXPEDITION
YEAR 2013 MILEAGE 172,336 LICENSE # SA000321
VIN # 1FMJU1G52DEF58937 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD *Theresa G. Gish*

DATE 8/30/21



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined

Signature

PCoS

Title

8/30/2021

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael Dailey DEPARTMENT MI - Miscellaneous
AGENCY/BILL CODE PC01 PUBLIC SERVICE COMMISSION
E-MAIL mdailey@psc.state.wv.us
PHONE NO. (304) 340-0825 EXT DATE 8/24/2021
FUND # 8623 DEPT # 0926 UNIT # 1979

VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)
☐ Reassignment

JUSTIFICATION Vehicles needed to replace totaled vehicles and for new employee hires in Aug 2021

Est. # of days per week used 5 Est. # of miles per month used 1200

CABINET SECRETARY APPROVAL

DATE 8-26-21

VEHICLE PURCHASE

Type of vehicle: ☒ New Vehicle ☐ Used Vehicle ☐ Used Vehicle Mileage
Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID FLT22002
MAKE FORD MODEL Police Interceptor Explorer K8A
YEAR 2022 COLOR SILVER FUEL TYPE FLEX

PSC Mid Size Utility...4WD or AWD, 4 doors, 119" WB, 6 cyld minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL CROWN VICTORIA POLICE
YEAR 2011 MILEAGE 148,559 LICENSE # SA003957
VIN # 2FABP7BV1BX169038 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 8/30/21



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved ☐ Declined

Ann Vincent Thibault
Signature

DGS
Title

8/30/2021
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael Dailey

DEPARTMENT MI - Miscellaneous

AGENCY/BILL CODE PC01 PUBLIC SERVICE COMMISSION

E-MAIL mdailey@psc.state.wv.us

PHONE NO. (304) 340-0825 EXT

DATE 8/24/2021

FUND # 8623

DEPT # 0926

UNIT # 1979

VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)
☐ Reassignment

JUSTIFICATION Vehicles needed to replace totaled vehicles and for new employee hires in Aug 2021

Est. # of days per week used 5

Est. # of miles per month used 1200

CABINET SECRETARY APPROVAL *Charlotte P Lane*

DATE *8-27*

VEHICLE PURCHASE

Type of vehicle: ☒ New Vehicle ☐ Used Vehicle

Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned

DOC ID FL122*01

MAKE FORD

MODEL Police Interceptor Explorer K8A

YEAR 2022

COLOR SILVER

FUEL TYPE FLEX

PSC Mid Size Utility...4WD or AWD, 4 doors, 119" WB, 6 cyl/d minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD

MODEL TAURUS POLICE INTERCEPTOR

YEAR 2015

MILEAGE 151,000

LICENSE # SA002187

VIN # 1FAHP2MK8FG109253

FLT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD *Theresa G. White*

DATE *8/30/21*



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined

Signature

Title

8/2/2021
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Stuart Ellis DEPARTMENT RE - Revenue
AGENCY/BILL CODE IN01 INSURANCE COMMISSION
E-MAIL stuart.e.ellis@wv.gov
PHONE NO. (681) 341-1957 EXT 444 DATE 6/23/2021
FUND # 7152 DEPT # 0704 UNIT # 7881

VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)
☐ Reassignment

JUSTIFICATION

Est. # of days per week used

Est. # of miles per month used

CABINET SECRETARY APPROVAL

DATE 7/30/21

VEHICLE PURCHASE

Type of vehicle: ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage _____
Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID FLTR2*04
MAKE FORD MODEL Police Interceptor Explorer K8A
YEAR 2021 COLOR WHITE FUEL TYPE FLEX

NEW VEHICLE CLASS/DESCRIPTION

PSC Mid Size Utility...AWD or AWD, 4 doors, 119" WB, 6 cylid minimum

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$33114

VEHICLE PURPOSE: ASSIGNED - Vehicles that are assigned to a state employee, driver's name must appear in ARI

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2010 MILEAGE 104985 LICENSE # 4TG950
VIN # 3FAHP0GA9AR430145 FIT

DECOMMISSIONING METHOD ONST-Self On-Site DTSP

DEFERRED

JUSTIFICATION FOR DEFERRED

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 8/2/21

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

BOONE MOTOR SALES, INC.

see DBA

Organization Information

Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	4/17/1934		4/17/1934	Domestic	Profit			

Organization Information

Business Purpose	4411 - Retail Trade - Motor Vehicle and Parts Dealers - Automobile Dealers (new, used)	Capital Stock	5000.0000
Charter County	Boone	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.200000
Authorized Shares	25000	Young Entrepreneur	Not Specified

Addresses

Type	Address
Mailing Address	P.O. BOX 278 DANVILLE, WV, 25053 USA
Notice of Process Address	RICHARD STEPHENS PO BOX 278 DANVILLE, WV, 25053
Principal Office Address	104 STEPHENS DRIVE DANVILLE, WV, 25053 USA
Type	Address

Officers	
Type	Name/Address
Incorporator	HARRY HATFIELD MADISON, WV, 25130 USA
Incorporator	O. L. MULLINS MADISON, WV, 25130 USA
President	RICHARD STEPHENS 115 POTTERFIELD DR CHARLESTON, WV, 25314
Secretary	PAULA BALLARD 141 FRANKLIN AVENUE MADISON, WV, 25130
Treasurer	MICHAEL STEPHENS 255 WALNUT AVENUE MADISON, WV, 25130
Vice-President	MIKE W BALLARD 85 MOUNTAINVIEW DRIVE MADISON, WV, 25130
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
AUTO BUYERS OF WEST VIRGINIA	TRADENAME	9/9/2020	
STEPHENS AUTO CENTER	TRADENAME	6/12/1990	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
6/23/2020	UPDATED CAPITAL STOCK.
Date	Amendment

Annual Reports
Filed For
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Date filed

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

Tuesday, August 31, 2021 — 10:42 AM

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