



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: 12-03-2021

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 1500 1500 AGO2200000003 1	Procurement Folder:	972980
Document Name:	Motor Vehicle	Reason for Modification:	
Document Description:	Motor Vehicle - 2022 Ford Explorer K8B		
Procurement Type:	Central Delivery Order		
Buyer Name:	Heather M White		
Telephone:	(304) 352-3926		
Email:	heather.m.white@wvago.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 MV22A 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000199714			Requestor Name:	Heather M White
STEPHENS AUTO CENTER PO BOX 278				Requestor Phone:	(304) 352-3926
DANVILLE WV 25053278				Requestor Email:	heather.m.white@wvago.gov
US				<div style="font-size: 48pt; font-weight: bold;">22</div> <div style="font-size: 24pt; font-weight: bold;">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
ATTORNEY GENERAL'S OFFICE 1900 KANAWHA BLVD E BUILDING 1 RM E-26 CHARLESTON WV 25305 US	ATTORNEY GENERALS OFFICE 1900 KANAWHA BLVD E BUILDING 1 RM E-26 CHARLESTON WV 25305 US

Purchasing Division's File Copy

Total Order Amount:	\$29,633.00
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ENTERED

MA 12/03/2021
 PURCHASING DIVISION AUTHORIZATION
 DATE: 12/03/21
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: Beverly Toler 12-6-2021
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Equipment Contract Release Order
SWC MV22A
Class 7 Mid Size Utility
2022 Ford Explorer K8B
Color: White (YZ)
Fuel: Flex

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	1.00000	EA	\$29,633.0000	\$29,633.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2021-12-31	

Commodity Line Description: MV22 - 2022 or LATEST MODEL VEHICLE

Extended Description:

MV22 - 2022 or LATEST MODEL VEHICLE:
See attached pricing page(s) for contract pricing.

**Class 7 - Automobile
Mid Size Utility**

Vendor Name: STEPHENS AUTO CENTER
Manufacturer/Brand: FORD
Model Name & Number: EXPLORER K8B

Vendor Contact: Mike Ballard
Phone No.: 304-369-2411 EXT. 33
Email: mballard@stephensauto.com

Vehicle Requirements: Mid Size Utility

Classification:	Mid Size Utility	Manufacturer's Standard Available Colors	
Drive:	4 Wheel/All Wheel	Standard Color Code	Color Description
Passenger seating:	5 minimum (including driver)	B3	ATLAS BLUE
Doors:	4, minimum	JS	ICONIC SILVER
Wheelbase:	109 in., minimum	L9	FORGED GREEN
GVWR:	6100 lbs. min, 7300 lbs. max.	M7	CARBONIZED GRAY
Engine:	6 cylinder minimum	UM	AGATE BLACK
Additional Requirements:		YZ	OXFORD WHITE
Tow Package:	Installed Hitch and Wiring		
Slush/All-Weather Mats:	Installed: Driver, Passenger, Cargo area		

The vehicle bid shall include the standard equipment requirements as required in section 3.1.1.1 of the specification.

Vendor Bid Response:				
Vehicle fuel type	EPA HIGHWAY MPG Rating	EPA CITY MPG Rating	Unit Price	Total Life Cycle Cost
Gasoline	23	16	\$29,633.00	\$42,897.27
Flex-fuel	15	11	\$29,633.00	\$49,633.00
Diesel				
CNG/Bifuel				
Hybrid				

***Options:**

FOB Dealership: (Deduct) N/A
 FOB Other than Metro Charleston - Per Mile \$ 2.00

*Note - The above delivery "options" above are not evaluated as part of the award

CDO AGOZZ #3



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

Approved Declined

Signature

Title

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Dan Sizemore DEPARTMENT EL - Electoral Functions
AGENCY/BILL CODE AT01 ATTORNEY GENERAL'S OFFICE
E-MAIL Dan.D.Sizemore@wvago.gov
PHONE NO. (304) 558-2021 EXT DATE 11/29/2021
FUND # 0150 DEPT # 1500 UNIT # 09900

VEHICLE MISSION

What type of request is this? Replacement vehicle Increase to fleet
 Reassignment

JUSTIFICATION To replace surplused vehicle

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

CABINET SECRETARY APPROVAL (Candace Kraus) DATE 11/29/21

VEHICLE PURCHASE

Type of vehicle: New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE FORD MODEL Explorer K8B
YEAR 2022 COLOR WHITE FUEL TYPE Flex

Mid size utility 4wd/awd

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$29,633.00

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL ESCAPE
YEAR 2010 MILEAGE 108,046 LICENSE # SA005864
VIN # 1FMCU9C77AKD33893 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED Repairs \$2113.77, book value \$1919.00

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

[Signature]

DATE

11/29/21

Handwritten calculations:
2020
0150
1500
09900
5206
5319
\$8094.63
23
2021
0150
1500
09900
5206
5319
\$21,538.77



State of West Virginia
Office of the Attorney General
State Capitol
Building 1, Room 26-E
Charleston, WV 25305-0220

Patrick Morrisey
Attorney General

(304) 558-2021
Fax (304) 558-0140

December 2, 2021

Dear Purchasing Division,

Please allow this memo to serve as an explanation for purchasing requests normally requiring the Governor's approval being absent.

As a constitutional office of the State of West Virginia, the Attorney General's Office is exempt from approval by the Governor. As such, those approvals will not accompany such documents.

I hope this information provides an adequate explanation to facilitate expedited processing of our submitted purchasing requests.

Kind regards,

A handwritten signature in cursive script, reading "J. Darden Greene".

J. Darden Greene, CPA

Chief Financial Officer

Office of the West Virginia Attorney General

1900 Kanawha Blvd E, Room E-26

Charleston, WV 25305

Main Office 304-558-2021

Direct Line 681-313-4581

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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.

Friday, December 3, 2021 — 2:46 PM

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