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: 01-26-2022

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 FLT2200000023 1	**Procurement Folder:**	989978
Document Name:	26-2022 FORD EXPLORER, CLASS 7, FLEX	**Reason for Modification:**	
Document Description:	26-2022 FORD EXPLORER, CLASS 7, 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 0212 MV22A 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR

Vendor Customer Code: 000000199714
STEPHENS AUTO CENTER
PO BOX 278

DANVILLE WV 25053278

US
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		

DEPARTMENT CONTACT

Requestor Name: Kenneth H Yoakum
Requestor Phone: (304) 558-2106
Requestor Email: kenny.h.yoakum@wv.gov

22
FILE LOCATION _____

INVOICE TO

DEPARTMENT OF ADMINISTRATION
FLEET MANAGEMENT OFFICE
2101 WASHINGTON ST E
CHARLESTON WV 25305
US

SHIP TO

STATE OF WEST VIRGINIA
IN CARE OF SURPLUS PROPERTY
2700 CHARLES AVENUE
DUNBAR WV 25064
US

1-28-22 PA

Total Order Amount:	$770,458.00

Purchasing Division's File Copy

ENTERED

MA 01/06/2022
PURCHASING DIVISION AUTHORIZATION
DATE: 1/27/2022
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: Beverly Toler 2-23-22
ELECTRONIC SIGNATURE ON FILE

Extended Description:

26-2022 FORD EXPLORER, CLASS 7, FLEX

SWC# MV22A
CLASS 7
26 FORD EXPLORER
COLOR:
1 2529 BLACK(UM)
1 2745 BLACK(UM)
2 2742 BLUE(B3)
2 MV01 BLUE(B3)
1 2529 GRAY(M7)
3 2743 GRAY(M7)
3 2744 GRAY(M7)
1 2745 GRAY(M7)
1 2529 GREEN(L9)
1 3024 GREEN(L9)
2 2742 SILVER(JS)
1 2529 SILVER(JS)
2 2743 SILVER(JS)
1 2745 SILVER(JS)
1 2529 WHITE(YZ)
1 2531 WHITE(YZ)
2 FT01 WHITE(YZ)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	4.00000	EA	$29,633.0000	$118,532.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**

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.

SWC# MV22A
CLASS 7
4 2022 FORD EXPLORER
COLOR: BLUE(B3)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	25100000	8.00000	EA	$29,633.0000	$237,064.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**

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.

SWC# MV22A
CLASS 7
8 2022 FORD EXPLORER
COLOR: GRAY(M7)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	25100000	2.00000	EA	$29,633.0000	$59,266.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**

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.

SWC# MV22A
CLASS 7
2 2022 FORD EXPLORER
COLOR: GREEN(L9)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	25100000	6.00000	EA	$29,633.0000	$177,798.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**

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.

SWC# MV22A
CLASS 7
6 2022 FORD EXPLORER
COLOR: SILVER(JS)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	25100000	2.00000	EA	$29,633.0000	$59,266.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**

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.

SWC# MV22A
CLASS 7
2 2022 FORD EXPLORER
COLOR: BLACK(UM)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	25100000	4.00000	EA	$29,633.0000	$118,532.00
Service From	**Service To**	**Manufacturer**		**Model No**	**Delivery Date**

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.

SWC# MV22A
CLASS 7
4 2022 FORD EXPLORER
COLOR: WHITE(YZ)
FUEL: FLEX

To be financed under contract SWC # FINANCE21.
Release Order - FIN2200000005 Appendix 2021-11.

Class 7 - Automobile
Mid Size Utility

Vendor Name:	**STEPHENS AUTO CENTER**	**Vendor Contact:**	**Mike Ballard**
Manufacturer/Brand:	**FORD**	**Phone No.:**	**304-369-2411 EXT. 33**
Model Name & Number:	**EXPLORER K8B**	**Email:**	mballard@stephensauto.com

Vehicle Requirements:

Classification:	Mid Size Utility
Drive:	4 Wheel/All Wheel
Passenger seating:	5 minimum (including driver)
Doors:	4, minimum
Wheelbase:	109 in., minimum
GVWR:	6100 lbs. min, 7300 lbs. max.
Engine:	6 cylinder minimum
Additional Requirements:	
Tow Package:	Installed Hitch and Wiring
Slush/All-Weather Mats:	Installed: Driver, Passenger, Cargo area

Manufacturer's Standard Available Colors

Standard Color Code	Color Description
B3	ATLAS BLUE
JS	ICONIC SILVER
L9	FORGED GREEN
M7	CARBONIZED GRAY
UM	AGATE BLACK
YZ	OXFORD WHITE

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

West Virginia
Department of Administration
Fleet Management

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Signature
Title DIOS Date 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2529 DHHR OPERAIONS KIOSK
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 11/12/2021
FUND # 5362 DEPT # 0506 UNIT # 2529

VEHICLE MISSION

What type of request is this? ☑ Replacement vehicle ☐ Reassignment ☐ Increase to fleet
JUSTIFICATION REQUEST CLASS UPGRADE
Est. # of days per week used Est. # of miles per month used
CABINET SECRETARY APPROVAL DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23
MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR ~~BLACK~~ GREEN L9 FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL PATRIOT
YEAR 2015 MILEAGE 123,223 LICENSE # SA000117
VIN # 1C4NJRBB0FD440033 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

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☑ APPROVED ☐ DECLINED
EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Ann Vincent Uheng
Title: DCoS
Date: 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2529 DHHR OPERAIONS KIOSK
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 11/9/2021
FUND # 5362 DEPT # 0506 UNIT # 2529

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE

Est. # of days per week used ____ Est. # of miles per month used

CABINET SECRETARY APPROVAL Bill Crouch DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR GRAY M7 FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL-shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL PATRIOT
YEAR 2015 MILEAGE 121,914 LICENSE # SA000138
VIN # 1C4NJRBB4FD439869 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

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EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

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☐

West Virginia
Department of Administration
Fleet Management

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Signature
DCOS 12/30/2021
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 3024 DHHR ENVIRONMENTAL HEALTH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 11/22/2021
FUND # 5139 DEPT # 0506 UNIT # 3024

VEHICLE MISSION

What type of request is this? ☑ Replacement vehicle ☐ Increase to fleet
☐ Reassignment
JUSTIFICATION ORDER CANCELLED BY MANUFACTURER ON MV21 REQUEST CLASS UPGRADE
Est. # of days per week used Est. # of miles per month used
CABINET SECRETARY APPROVAL DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*25
MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR GREEN (L9) FUEL TYPE Gasoline
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL PATRIOT
YEAR 2014 MILEAGE 120,327 LICENSE # SA001823
VIN # 1C4NJRBB2ED558230 FLT FD21*5483
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED RETIRED EARLY, NOT COST EFFECTIVE TO REPAIR

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☑ APPROVED ☐ DECLINED
EXECUTIVE DIRECTOR, FMD DATE 12/28/2021

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West Virginia
Department of Administration
Fleet Management

☑ Approved ☐ Declined

Signature: Amy Tuncent Uheng

Title: DCOS

Date: 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR

AGENCY/BILL CODE 2529 DHHR OPERAIONS KIOSK

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3918 EXT 23918 DATE 11/9/2021

FUND # 5362 DEPT # 0506 UNIT # 2529

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE

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

CABINET SECRETARY APPROVAL DATE 12/23/2021

VEHICLE PURCHASE

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

Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FL522*23

MAKE FORD MODEL EXPLORER K8B

YEAR 2022 COLOR SILVER JS FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL-shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL PATRIOT

YEAR 2015 MILEAGE 123366 LICENSE # 5A000135

VIN # 1C4NJRBB3FD439877 FLT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED

JUSTIFICATION FOR DEFERRED

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EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

FORM DOA-FM-059 Revised (25 October 2021)

6

☐

West Virginia
Department of Administration
Fleet Management

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☑ Approved ☐ Declined
Signature: Ann Vincent Urling
Title: DCoS Date: 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2742 DHHR REGION 1
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 11/19/2021
FUND # 5362 DEPT # 0511 UNIT # 2742

VEHICLE MISSION

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

JUSTIFICATION CANCELLED BY MANUFACTURER ON MV21. REQUEST CLASS UPGRADE-SEE MEMO

Est. # of days per week used _____ Est. # of miles per month used _____

CABINET SECRETARY APPROVAL Bill Crouch DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage _____
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR SILVER FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# _____

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2016 MILEAGE 143,820 LICENSE # SA000304
VIN # 1FA6P0G70G5110686 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED _____
JUSTIFICATION FOR DEFERRED _____

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☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

West Virginia
Department of Administration
Fleet Management

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☑ Approved ☐ Declined
Signature: Gary Vincent Urbanic
Title: DCoS
Date: 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2742 DHHR REGION 1
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 11/19/2021
FUND # 5362 DEPT # 0511 UNIT # 2742

VEHICLE MISSION

What type of request is this? ☑ Replacement vehicle ☐ Reassignment ☐ Increase to fleet
JUSTIFICATION REQUEST CLASS UPGRADE-SEE MEMO
Est. # of days per week used
Est. # of miles per month used
CABINET SECRETARY APPROVAL Bill Crouch DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23
MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR SILVER FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 140,513 LICENSE # SA001980
VIN # 3FA6P0G78HR126259 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

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EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

West Virginia
Department of Administration
Fleet Management

☑ Approved ☐ Declined

Signature: Amy Vincent Uhling
Title: DCOS
Date: 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2742 DHHR REGION 1
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 11/19/2021
FUND # 5362 DEPT # 0511 UNIT # 2742

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE MEMO

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

CABINET SECRETARY APPROVAL DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR BLUE FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 193,000 LICENSE # SA001973
VIN # 3FA6P0G76HR144176 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

10

West Virginia
Department of Administration
Fleet Management

☑ Approved ☐ Declined

Signature: Ann Vincent Urbanic

Title: DGS Date: 12/30/2021

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR

AGENCY/BILL CODE 2742 DHHR REGION 1

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3918 EXT 23918 DATE 11/19/2021

FUND # 5362 DEPT # 0511 UNIT # 2742

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE MEMO

Est. # of days per week used _____ Est. # of miles per month used _____

CABINET SECRETARY APPROVAL Bill J Crouch DATE 12/23/2021

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage _____

Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B

YEAR 2022 COLOR BLUE FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# _____

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION

YEAR 2017 MILEAGE 126,072 LICENSE # SA002079

VIN # 3FA6P0G71HR126278 FLT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED

JUSTIFICATION FOR DEFERRED _____

For FMD Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD Stephanie Lane DATE 12/28/2021

FORM DOA-FM-059 Revised (25 October 2021)

12

☐

West Virginia
Department of Administration
Fleet Management

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☑ Approved ☐ Declined
Signature
Title DCOS Date 1/5/2022

Vehicle Requ

AGENCY INFORMATION

COORDINATOR NAME RYAN MACDONALD DEPARTMENT TR - Transportation
AGENCY/BILL CODE MV01 DMV
E-MAIL Ryan.J.MacDonald@wv.gov
PHONE NO. (304) 352-5880 EXT DATE 1/4/2022
FUND # 9007 DEPT # 0802 UNIT # 5031

VEHICLE MISSION

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

JUSTIFICATION New position created that will require travel to oversee DMV offices within a region.

Est. # of days per week used 5 Est. # of miles per month used 1500

CABINET SECRETARY APPROVAL DATE 1/5/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22#23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR BLUE FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...AWD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

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 1/5/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature
DCoS
Title
1/5/2022
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME RYAN MACDONALD DEPARTMENT TR - Transportation
AGENCY/BILL CODE MV01 DMV
E-MAIL Ryan.J.MacDonald@wv.gov
PHONE NO. (304) 352-5880 EXT DATE 1/4/2022
FUND # 9007 DEPT # 0802 UNIT # 5031

VEHICLE MISSION

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

JUSTIFICATION New position created that will require travel to oversee DMV offices within a region.

Est. # of days per week used 5 Est. # of miles per month used 1500

CABINET SECRETARY APPROVAL DATE 1/5/2022

VEHICLE PURCHASE

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

Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR BLUE FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

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

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/5/22

☐

West Virginia
Department of Administration
Fleet Management

Vehicle Request

For Governors Office Use Only
☒ Approved ☐ Declined
Signature: Amy Duncan Terry
Title: DCOS
Date: 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2529 DHHR OPERAIONS KIOSK
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0506 UNIT # 2529

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

Est. # of days per week used _____ Est. # of miles per month used _____

CABINET SECRETARY APPROVAL [signature] DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER KBB
YEAR 2022 COLOR BLACK FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2016 MILEAGE 115,256 LICENSE # SA000316
VIN # 1FA6P0G78G5110693 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMD Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [signature] DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Ann Vincent Urling
Title: DGS
Date: 1/14/2022

Vei ; est

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2529 DHHR OPERAIONS KIOSK
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0506 UNIT # 2529

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22#23

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

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL PATRIOT
YEAR 2015 MILEAGE 125,162 LICENSE # SA000160
VIN # 1C4NJRBB8FD439860 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Amy Vincent Uring
Title: DGoS
Date: 11/14/2022

Vet West

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2743 DHHR REGION 2
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2743

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL DATE 11/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR GRAY FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...AWD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 163,200 LICENSE # SA001964
VIN # 3FA6P0G74HR126260 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 11/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Amy Vincent Ureing
Title: DCOS
Date: 1/14/2022

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2743 DHHR REGION 2
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2743

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL [illegible] DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22-23

MAKE FORD MODEL EXPLORER XBB
YEAR 2022 COLOR GRAY FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY, AWD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 119,318 LICENSE # SA001970
VIN # 3FA6P0G76HR126261 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [signature] DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature
DGS
Title
1/14/2022
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2744 DHHR REGION 3
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2744

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K88
YEAR 2022 COLOR GRAY FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 115,308 LICENSE # SA001986
VIN # 3FA6P0G79HR126268 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature Amy Vincent Uring
Title DGS
Date 1/14/2022

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES
DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2743 DHHR REGION 2
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2743

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL
DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K88
YEAR 2022 COLOR SILVER FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 3 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 135,445 LICENSE # SA003969
VIN # 3FA6P0G73HR126279 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD
DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Ann Vincent Urang
Title: DCOS
Date: 1/14/2022

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES
DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2743 DHHR REGION 2
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918
DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2743

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL [signature] DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle
Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned
DOC ID FLT22*23

MAKE FORD
MODEL EXPLORER K8B
YEAR 2022
COLOR GRAY
FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...AWD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center
PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD
MODEL FUSION
YEAR 2017
MILEAGE 182,073
LICENSE # SA002080
VIN # 3FA6P0G71HR126281 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus
DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [signature] DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Amy Vincent Uhling
Title: DCOS
Date: 1/14/2022

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES
DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2744 DHHR REGION 3
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2744

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

Est. # of days per week used ____ Est. # of miles per month used

CABINET SECRETARY APPROVAL [signature] DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER KBB
YEAR 2022 COLOR GRAY FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY_4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633
VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# ____

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 176,389 LICENSE # SA003970
VIN # 3FA6P0G73HR126282 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [signature] DATE 1/13/22

FORM DOA-FM-059 Revised (25 October 2021)

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Amy Vincent Ureng
Title: DCOS
Date: 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2743 DHHR REGION 2
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2743

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR SILVER FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE CHEVROLET MODEL MALIBU
YEAR 2015 MILEAGE 144,000 LICENSE # SA001152
VIN # 1G11A5SL6FF131762 FLT FD22*3948
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature
Title DGOS
Date 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES
DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2745 DHHR REGION 4
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2745

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

Est. # of days per week used _____ Est. # of miles per month used

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER XBB
YEAR 2022 COLOR BLACK FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 154,186 LICENSE # SA002073
VIN # 3FA6P0G7XHR144181 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature
Title DCOS
Date 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2745 DHHR REGION 4
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2745

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

Est. # of days per week used _____ Est. # of miles per month used

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER K8B
YEAR 2022 COLOR GRAY FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2017 MILEAGE 118,115 LICENSE # SA001988
VIN # 3FA6P0G79HR144186 FLT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

FORM DOA-FM-059 Revised (25 October 2021)

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature Ann Vincent Uring
Title DCOS
Date 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES
DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2744 DHHR REGION 3
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918
DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2744

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL
DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle
Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned
DOC ID FLT22*23

MAKE FORD
MODEL EXPLORER K8B
YEAR 2022 COLOR GRAY
FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...AWD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center
PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD
MODEL FUSION
YEAR 2017 MILEAGE 126,099 LICENSE # SA001969
VIN # 3FA6P0G75HR236234 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus
DEFERRED
JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD
DATE 1/13/22

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Ann Vincent Urling
Title: D CoS
Date: 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2745 DHHR REGION 4
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2745

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

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

Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER KBB
YEAR 2022 COLOR SILVER FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY-4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2012 MILEAGE TOTALED LICENSE # SA001615
VIN # 3FAHP0GA1CR239029 FLT
DECOMMISSIONING METHOD DEST - Destroyed DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

FORM DOA-FM-059 Revised (25 October 2021)

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Amy Lucient Uring
Title: DCOS
Date: 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES DEPARTMENT DH - DHHR
AGENCY/BILL CODE 2531 DHHR CHILDRENS & FAMILIES
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3918 EXT 23918 DATE 1/7/2022
FUND # 5362 DEPT # 0511 UNIT # 2531

VEHICLE MISSION

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

JUSTIFICATION REQUEST CLASS UPGRADE-SEE ATTACHED MEMO

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

CABINET SECRETARY APPROVAL DATE 1/11/2022

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT 22 *23

MAKE FORD MODEL EXPLORER KBB
YEAR 2022 COLOR WHITE FUEL TYPE Flex

NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS

DEALERSHIP Stephens Auto Center PURCHASE PRICE $29633

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2011 MILEAGE 116,801 LICENSE # SA001620
VIN # 3FAHP0GA4BR337776 FLT
DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD DATE 1/13/22

FORM DOA-FM-059 Revised (25 October 2021)

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature: Amy Vincent Uring
Title: DCOS
Date: 1/14/2022

AGENCY INFORMATION

COORDINATOR NAME Andrew Nunn DEPARTMENT CO - Commerce
AGENCY/BILL CODE FT01 FORESTRY
E-MAIL andrew.k.nunn@wv.gov
PHONE NO. (304) 352-4874 EXT _____ DATE 1/12/2022
FUND # 3084 DEPT # 0905 UNIT # 7224

VEHICLE MISSION

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

JUSTIFICATION To replace an already decommissioned vehicle

Est. # of days per week used 5 Est. # of miles per month used 1000

CABINET SECRETARY APPROVAL [signature] DATE [illegible]

VEHICLE PURCHASE

Type of vehicle: ☑ New Vehicle ☐ Used Vehicle Used Vehicle Mileage _____
Who owns this vehicle? ☑ Leased from Fleet ☐ Agency Owned DOC ID FLT22*23

MAKE FORD MODEL EXPLORER KBB
YEAR 2022 COLOR WHITE YZ FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY, 4WD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, RUBBER MATS
DEALERSHIP Stephens Auto Center MV22A PURCHASE PRICE $29633

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 F250 PICK UP
YEAR 2008 MILEAGE 150967 LICENSE # SB004854
VIN # 1FTSX21598EC83314 Ao
DECOMMISSIONING METHOD ONST - Sell On-Site DEFERRED _____
JUSTIFICATION FOR DEFERRED _____

For FMO Office Use Only
☑ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [signature] DATE 1/03/22

☐

West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only
☑ Approved ☐ Declined
Signature
DCOS 1/14/2022
Title Date

AGENCY INFORMATION

COORDINATOR NAME Andrew Nunn DEPARTMENT CO - Commerce
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E-MAIL andrew.k.nunn@wv.gov
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FUND # 3084 DEPT # 0905 UNIT # 7224

VEHICLE MISSION

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

JUSTIFICATION To replace an already decommissioned vehicle

Est. # of days per week used 5 Est. # of miles per month used 1000

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*23

MAKE FORD MODEL EXPLORER KBB
YEAR 2022 COLOR WHITE YZ FUEL TYPE Flex
NEW VEHICLE CLASS/DESCRIPTION 7 MID SIZE UTILITY...AWD OR AWD, 5 SEATS/INCLUDES DRIVER, 4 DOORS MINIMUM, 109" WB, 6 CYL MINIMUM, TOW PACKAGE, SLUSH MATS
DEALERSHIP Stephens Auto Center MV22A PURCHASE PRICE $29633
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 F150 PICK UP
YEAR 2011 MILEAGE 139736 LICENSE # SB001120
VIN # 1FTFX1EF6BFC07226 A0
DECOMMISSIONING METHOD ONST - Sell On-Site DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only
☑ APPROVED ☐ DECLINED
EXECUTIVE DIRECTOR, FMO DATE 1/13/22

State of West Virginia
Fleet Management Division

Allan L. McVey
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
FLEET MANAGEMENT DIVISION
2101 WASHINGTON STREET, EAST
P.O. BOX 50121
CHARLESTON, WEST VIRGINIA 25305-0121

Kenny H. Yoakum
DIRECTOR

12/11/2020

WV State Auditor's Office
1900 Kanawha Blvd E # W100
Charleston, WV 25305

RE: Signature Authority DOA-FM-059 Vehicle Request form

To Whom It May Concern,

Please accept this letter as my formal consent to give Stephanie E. Lane signature authority in my absence on any DOA-FM-059 Vehicle Request forms submitted to the Fleet Management Division as my proxy. Ms. Lane is the Fleet Coordinator for the Department of Administration Fleet Management Division.

Sincerely,

Kenny H. Yoakum
Director
Fleet Management Division