



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: 05-09-2022

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CDO 0216 0216 FIN220000008 1	<b>Procurement Folder:</b>	1042041
<b>Document Name:</b>	Finance the Purchase of 20 Vehicles	<b>Reason for Modification:</b>	
<b>Document Description:</b>	Contract #FINANCE21, Appendix 2021-14		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Mark A Atkins		
<b>Telephone:</b>	(304) 558-2307		
<b>Email:</b>	mark.a.atkins@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b> CMA 0212 FINANCE21 1	
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000191232	<b>Requestor Name:</b>	Kenneth H Yoakum
BANC OF AMERICA PUBLIC CAPITAL CORP		<b>Requestor Phone:</b>	(304) 558-2106
BANK OF AMERICA CENTER		<b>Requestor Email:</b>	kenny.h.yoakum@wv.gov
RICHMOND	VA 232193500	<div style="font-size: 48pt; font-weight: bold;">22</div> <b>FILE LOCATION</b> _____	
US			
<b>Vendor Contact Phone:</b>	804-788-3345 <b>Extension:</b>		
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
ACCOUNTING SECTION DEPARTMENT OF ADMINISTRATION 2019 WASHINGTON ST E PO BOX 50121 CHARLESTON WV 25305-0121 US	FINANCE DIVISION DEPARTMENT OF ADMINISTRATION BLDG 17 2101 WASHINGTON ST E CHARLESTON WV 25305 US

<b>Total Order Amount:</b>	\$631,843.20
----------------------------	--------------

Purchasing Division's File Copy

ENTERED

0111 5/11/2022  
**PURCHASING DIVISION AUTHORIZATION**  
**DATE:** *Mark Atkins - 5/11/2022*  
**ELECTRONIC SIGNATURE ON FILE**

**ENCUMBRANCE CERTIFICATION**  
**DATE:** *Dwight Tolson 5-12-22*  
**ELECTRONIC SIGNATURE ON FILE**

**Extended Description:**

APPENDIX 2021-14  
EFFECTIVE DATE: 05/18/2022  
TO FINANCE THE PURCHASE OF 20 VEHICLES: AMOUNT FINANCED: \$631,843.20  
WITH 48 MONTHLY PAYMENTS OF: \$13,163.40  
WITH THE FIRST PAYMENT DUE: 07/01/2022  
THE FINAL PAYMENT DUE: 06/01/2026  
INTEREST RATE OF: 3.1597%  
FOR THE FOLLOWING DDO: FLT22\*32

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	84101703	0.00000		\$0.0000	\$631,843.20
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-07-01	2026-06-01			2022-05-18	

**Commodity Line Description:** Financing Agreement

**Extended Description:**

WV APPENDIX 2021-14

**MASTER LEASE PURCHASE FINANCING AGREEMENT  
PURCHASE ORDER  
APPENDIX # 2021-14**

**THIS APPENDIX** ("Appendix"), made this 2nd day of May 2022, by and between Banc of America Public Capital Corp, ("Lessor") and the WV DOA Fleet Management, ("Lessee"), to that MASTER LEASE PURCHASE FINANCING AGREEMENT ("Lease") dated February 1, 2021, by and between Lessor and the Purchasing Division of the Department of Administration of the State of West Virginia ("Purchasing").

The parties hereto do mutually covenant and agree, as follows:

1. This Appendix is made a part of the Lease and hereby attached thereto, and the terms and conditions of the Lease control this Appendix.
2. The term of this Appendix shall commence May 18, 2022, and shall terminate in accordance with the Lease.
3. The Equipment financed by Lessor is listed in the attached Equipment Schedule.
4. Payments shall be made by Lessee in accordance with the attached Payment Schedule and the Lease.
5. Funds in the amount of \$592,660 will be deposited in an escrow account. If the dollar amount in this paragraph 5 is zero, then no funds have been deposited into escrow for this Appendix.

This is one of two serially numbered, manually executed counterparts of this document. To the extent that this Appendix constitutes chattel paper under the Uniform Commercial Code, a security interest in this Appendix may be created through the transfer and possession of Counterpart No. 1 only, without the need to transfer possession of any other original or counterpart or copy of this Appendix or any original or counterpart or copy of any exhibits, addenda, schedules, certificates, riders, or other documents and instruments executed and delivered in connection with this Appendix.

WITNESS THE FOLLOWING SIGNATURES:

LESSOR: Banc of America Public Capital Corp

LESSEE: WV DOA Fleet Management

BY: 

BY: 

TITLE: AUTHORIZED AGENT

TITLE: Director

APPROVED: 

LESSEE'S LEGAL COUNSEL

Counterpart No. 2 - Lessee's Copy

**Robert P Paulson**  
**General Counsel**

**WV Department of Administration**

**DEPARTMENT OF ADMINISTRATION - Fleet Management**  
**Central Delivery Order # FIN220000007**  
**Appendix # 2021-13 Effective Date: \_\_\_\_\_ Pay-Off: \_\_\_\_\_**

PURCHASE ORDER			YEAR	MANUF	MODEL	VENDOR	FUEL	CLASS	UNIT PRICE	QUANTITY	TOTAL
0216	CDO	FLT2200000032	2022	FORD	EXPLORER	STEPHENS	FLEX	7	\$29,633.00	20	\$592,660.00
										20	\$592,660.00

**AMORTIZATION SCHEDULE**

**APPENDIX 2021-14**

Payment Number	Date of Payment	Funding	Payment Amount	Interest Portion 3.1597%	Principal	Ending Balance
	5/18/2022	\$592,660.00				\$592,660.00
1	7/1/2022		\$13,163.40	\$2,206.10	\$10,957.30	\$581,702.70
2	8/1/2022		\$13,163.40	\$1,510.68	\$11,652.72	\$570,049.98
3	9/1/2022		\$13,163.40	\$1,480.42	\$11,682.98	\$558,367.00
4	10/1/2022		\$13,163.40	\$1,450.08	\$11,713.32	\$546,653.67
5	11/1/2022		\$13,163.40	\$1,419.66	\$11,743.74	\$534,909.93
6	12/1/2022		\$13,163.40	\$1,389.16	\$11,774.24	\$523,135.69
7	1/1/2023		\$13,163.40	\$1,358.58	\$11,804.82	\$511,330.88
8	2/1/2023		\$13,163.40	\$1,327.93	\$11,835.47	\$499,495.40
9	3/1/2023		\$13,163.40	\$1,297.19	\$11,866.21	\$487,629.19
10	4/1/2023		\$13,163.40	\$1,266.37	\$11,897.03	\$475,732.16
11	5/1/2023		\$13,163.40	\$1,235.48	\$11,927.92	\$463,804.24
12	6/1/2023		\$13,163.40	\$1,204.50	\$11,958.90	\$451,845.34
13	7/1/2023		\$13,163.40	\$1,173.44	\$11,989.96	\$439,855.38
14	8/1/2023		\$13,163.40	\$1,142.30	\$12,021.10	\$427,834.28
15	9/1/2023		\$13,163.40	\$1,111.08	\$12,052.32	\$415,781.97
16	10/1/2023		\$13,163.40	\$1,079.79	\$12,083.61	\$403,698.35
17	11/1/2023		\$13,163.40	\$1,048.40	\$12,115.00	\$391,583.36
18	12/1/2023		\$13,163.40	\$1,016.94	\$12,146.46	\$379,436.90
19	1/1/2024		\$13,163.40	\$985.40	\$12,178.00	\$367,258.89
20	2/1/2024		\$13,163.40	\$953.77	\$12,209.63	\$355,049.26
21	3/1/2024		\$13,163.40	\$922.06	\$12,241.34	\$342,807.93
22	4/1/2024		\$13,163.40	\$890.27	\$12,273.13	\$330,534.80
23	5/1/2024		\$13,163.40	\$858.40	\$12,305.00	\$318,229.80
24	6/1/2024		\$13,163.40	\$826.44	\$12,336.96	\$305,892.84
25	7/1/2024		\$13,163.40	\$794.40	\$12,369.00	\$293,523.84
26	8/1/2024		\$13,163.40	\$762.28	\$12,401.12	\$281,122.72
27	9/1/2024		\$13,163.40	\$730.08	\$12,433.32	\$268,689.40
28	10/1/2024		\$13,163.40	\$697.79	\$12,465.61	\$256,223.78
29	11/1/2024		\$13,163.40	\$665.41	\$12,497.99	\$243,725.80
30	12/1/2024		\$13,163.40	\$632.96	\$12,530.44	\$231,195.35
31	1/1/2025		\$13,163.40	\$600.41	\$12,562.99	\$218,632.37
32	2/1/2025		\$13,163.40	\$567.79	\$12,595.61	\$206,036.75
33	3/1/2025		\$13,163.40	\$535.08	\$12,628.32	\$193,408.43
34	4/1/2025		\$13,163.40	\$502.28	\$12,661.12	\$180,747.31
35	5/1/2025		\$13,163.40	\$469.40	\$12,694.00	\$168,053.31
36	6/1/2025		\$13,163.40	\$436.43	\$12,726.97	\$155,326.35
37	7/1/2025		\$13,163.40	\$403.38	\$12,760.02	\$142,566.33
38	8/1/2025		\$13,163.40	\$370.24	\$12,793.16	\$129,773.17
39	9/1/2025		\$13,163.40	\$337.02	\$12,826.38	\$116,946.80
40	10/1/2025		\$13,163.40	\$303.71	\$12,859.69	\$104,087.11
41	11/1/2025		\$13,163.40	\$270.31	\$12,893.09	\$91,194.02
42	12/1/2025		\$13,163.40	\$236.83	\$12,926.57	\$78,267.45
43	1/1/2026		\$13,163.40	\$203.26	\$12,960.14	\$65,307.31
44	2/1/2026		\$13,163.40	\$169.60	\$12,993.80	\$52,313.51
45	3/1/2026		\$13,163.40	\$135.86	\$13,027.54	\$39,285.97
46	4/1/2026		\$13,163.40	\$102.03	\$13,061.37	\$26,224.60
47	5/1/2026		\$13,163.40	\$68.11	\$13,095.29	\$13,129.30
48	6/1/2026		\$13,163.40	\$34.10	\$13,129.30	\$0.00
	<b>Total</b>		<b>\$631,843.20</b>	<b>\$39,183.20</b>	<b>\$592,660.00</b>	

**EXHIBIT A**

**TO TAX COMPLIANCE AGREEMENT  
AND NO ARBITRAGE CERTIFICATE**


**CERTIFICATE OF LESSOR**

Banc of America Public Capital Corp, as Lessor ("Lessor"), under the Master Lease Purchase Financing Agreement dated as of February 1, 2021 (the "Lease") between the Lessor and the Purchasing Division of the Department of Administration of the State of West Virginia ("Purchasing"), on behalf of the agencies of the State specified as lessees on the Appendices attached to the Lease ("Lessees") and under the Appendix and related documents constituting Appendix No. 2021-14 under the Lease (the "Appendix"), which Appendix relates to the financing of \$592,660 of Equipment and was executed and delivered by WV DOA Fleet Management, as the Lessee (the "Lessee") to the Lessor on the date hereof, hereby certifies as follows in connection with the Lessee's execution of the Appendix.

1. On the date hereof, the Lessor has acquired its interest in the Appendix for the aggregate purchase price of \$592,660. No payment was made in respect to accrued interest on the Appendix.
2. The Lessor acknowledges that any assignment of the Appendix must comply with the terms of Article 14 of the Lease.
3. As of the date hereof the fair market value of the Appendix is not greater than \$592,660.

IN WITNESS WHEREOF, this Certificate is executed on behalf of the Lessor as of the 2nd day of May 2022.

ATTEST/WITNESS:

  
\_\_\_\_\_

LESSOR: Banc of America Public Capital Corp

By:   
\_\_\_\_\_

**CERTIFICATE OF ESSENTIAL USE**

THE UNDERSIGNED, Kenny Yoakum of the State of West Virginia, on behalf of the named Lessee in that certain APPENDIX 2021-14 to the Lease Purchase Financing Agreement ("Appendix") dated May 02, 2022, with Banc of America Public Capital Corp, Lessor, hereby certifies as follows:

1. The Equipment will be used by the Lessee for the specific purpose of providing reliable transportation for State employees to perform their duties in a safe and timely manner.
2. The Equipment is essential for the functioning of Lessee and is immediately needed by Lessee. Such need is neither temporary nor expected to diminish during the term of the Lease. The Equipment is expected to be used by Lessee for a period in excess of the term of the Appendix.
3. Funds for lease payments are expected to come from various funding sources.
4. The Appendix was issued under and pursuant to West Virginia law to finance the acquisition of the Equipment described therein.
5. Pursuant to the Appendix, Lessee is entitled to receive the Equipment in consideration for the obligation under the Appendix. The Equipment will be used in furtherance of the public purposes of Lessee. The Lessee does not intend to sell or to otherwise dispose of the Equipment during the term of the Appendix.
6. Lessee expects to make lease payments from its annual appropriation. The remaining funds of the Lessee are not reasonably expected to be used to make such payments and no other monies are pledged to the Appendix.
7. Lessee has not received notice that this Certificate may not be relied upon with respect to its own debt issues nor has it been advised that any adverse action by the Commissioner of the Internal Revenue Service is contemplated.
8. None of the proceeds of the Appendix or the investment earnings thereon will be used, directly or indirectly, in any trade or business carried on or by any person other than a "governmental unit" within the meaning of Section 141(b)(6) of the Internal Revenue Code of 1986, as amended ("Code").
9. Where an Acquisition Fund is created, Lessee hereby appoints the Escrow Agent as its agent for the purpose of maintaining a book entry system as required by the Code. In compliance with Section 149(a) of the Code, Lessee agrees to affix a copy of each notification of assignment to Lessee's counterpart of the Appendix.
10. No more than 10% of the use of the Equipment in any month will be by persons or entities other than the Lessee or its employees on matters relating to such employment, and no more than 5% of use of the Equipment in any month will be unrelated to use by or for the Lessee.

No management contract shall be entered into with respect to the Equipment unless (a) at least half of the compensation is on a periodic, fixed-fee basis; (b) no compensation is based on a share of net profits; and (c) Lessee is able to terminate the contract without penalty at the end of any three years.

11. The undersigned has the power and authority to execute this Certificate on behalf of Lessee.

To the best of my knowledge, information, and belief, the expectations expressed herein are reasonable and there are no facts, estimates, or circumstances other than those expressed herein that would materially affect the expectations herein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand this 2nd day of May 2022.



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LESSEE: W√ DOA Fleet Management



**TAX COMPLIANCE AGREEMENT  
AND  
NO ARBITRAGE CERTIFICATE**

THIS TAX COMPLIANCE AGREEMENT AND NO ARBITRAGE CERTIFICATE ("Certificate") is issued in connection with the Master Lease Purchase Financing Agreement dated February 1, 2021 (the "Lease") by and between Banc of America Public Capital Corp, ("Lessor") and the Purchasing Division of the Department of Administration of the State of West Virginia ("Purchasing"), on behalf of duly organized and existing agencies thereof that enter into Appendices pursuant thereto ("Lessees").

In connection with the execution and delivery of Appendix No. 2021-14 and related documents (consisting of a Payment Schedule, Equipment Schedule to Appendix No. 2021-14, Certificate of Essential Use, and Opinion of Lessee's Counsel), all dated as of May 02, 2022, and constituting Appendix No. 2021-14 under the Lease (collectively, the "Appendix"), Lessee ("Lessee") that will be using the items of Equipment subject to the Appendix, by duly authorized officers, hereby certify as follows with respect to the financing of \$592,660 (the "Takedown Amount") of Equipment pursuant to the Appendix and the Lease:

1. In General.

1.1 This Certificate is executed for the purpose of establishing the reasonable expectations of Lessee on the date hereof as to future events regarding the financing of certain equipment by Lessee as described in the Lease and all related documents executed pursuant thereto, including the Appendix.

1.2 The undersigned are duly authorized to and are executing and delivering this Certificate with respect to the Lessee on behalf of Lessee as an officer of Lessee, each delegated with the responsibility of reviewing, executing, and administering the Lease and the Appendix. This Certificate may be relied upon as the certificate of the Lessee.

1.3 The undersigned are familiar with the facts, circumstances and estimates herein certified. To the best of the undersigned's knowledge, information and belief, the expectations contained in this Certificate are reasonable.

1.4 Lessee has not been notified of any listing or proposed listing of it by the Internal Revenue Service as an issuer whose certifications as to arbitrage and related matters may not be relied upon, or of any disqualification of Lessee by the Internal Revenue Service because a certification made by the Lessee contains a material misrepresentation.

2. Purpose of the Appendix.

The Appendix has been entered into by the Lessee for the purpose of financing the cost of acquiring, equipping and installing certain equipment which is essential to the governmental functions of the Lessee (the "Equipment"), which Equipment is or will be more specifically described in the Acceptance Certificates and Requests for Payment executed or to be executed by

the Lessee and made a part of the Appendix. The Appendix was executed and delivered by the Lessee pursuant to the Lease for the purpose of obtaining funds to be paid to the vendors of the Equipment. Included as part of the Appendix is a Payment Schedule which sets forth the principal and interest components of each Lease Payment to be made by the Lessee under the financing transaction evidenced by the Appendix and the Lease. The aggregate principal amount of the financing shown on the Payment Schedule, being the Takedown Amount, is expected to be used to pay the acquisition cost of the Equipment to vendors of the Equipment within six months of the date hereof, with the acquisition cost of each item of Equipment to be paid to the vendor thereof upon execution and delivery by the Lessee to the Lessor of an Acceptance Certificate and Request for Payment with respect thereto.

3. Proceeds of Appendix.

3.1 Of the total Takedown Amount of \$592,660, \$0 is to be paid to Lessee or the vendors of the Equipment by the Lessor on the date hereof pursuant to Acceptance Certificate(s) and Request(s) for Payment executed by Lessee and attached to the Appendix. The remaining balance of the Takedown Amount, or \$592,660, plus interest earnings thereon (the "Acquisition Fund") is expected to be used to pay the remaining acquisition costs of the Equipment on or before the six-month anniversary of the date hereof as a result of the Lessee submitting Acceptance Certificate(s) and Request(s) for Payment with respect thereto by such date. Pending use of the Acquisition Fund to pay Equipment acquisition costs, such amount will be held by the Escrow Agent in escrow, with interest earnings thereon being credited to the account of the Lessee. In the event that the full Acquisition Fund, plus interest earnings thereon, has not been used to pay acquisition costs of Equipment on or before the six-month anniversary of the date hereof, the Lessee hereby agrees that such failure shall constitute notice that no additional funds are needed from the Acquisition Fund created with the proceeds of the Appendix and directs the Lessor to apply such remaining amount, less expenses, on such date first against the lease payment due on that date or, if no lease payment, with any amount remaining after such application to be applied to prepayment of Lessee's lease payment obligation under the Appendix.

3.2 To the extent that the Acquisition Fund is invested in certificates of deposit, time deposits, or demand deposits with a bank or savings institution provided that such is insured by the Federal Deposit Insurance Corporation, the Lessee will insure that the certificates of deposit are traded on an active secondary market or the financial institution accepting such deposits has certified that the deposits produce a market yield equal to or in excess of the yield on Treasury securities or comparable obligations traded on an active secondary market.

3.3 Payments due under the Payment Schedule included as part of the Appendix will be made from funds of Lessee with monies appropriated to it. Lessee does not expect that any sinking or other similar fund for the payment of the principal of and interest on the amount financed pursuant to the Appendix will be created or established.

3.4 The Lessee does not expect to sell or otherwise dispose of the Equipment being financed pursuant to the Appendix, in whole or in part, at a date which is significantly earlier than

the due date of the final lease payment due under the Payment Schedule included as part of the Appendix.

3.5 The Takedown Amount represents and equals the purchase price of Appendix. By a Certificate attached hereto as Exhibit A, the Lessor has set out information regarding the fair market value at which the Lessor could transfer its interest in the lease of Equipment pursuant to the Appendix.

4. Exempt Use.

4.1 None of the proceeds of the financing pursuant to the Appendix, or the Equipment, will be used in any "private business use" within the meaning of Section 141(b)(6) of the Internal Revenue Code of 1986, as amended (the "Code").

4.2 None of the proceeds of the financing pursuant to the Appendix will be used, directly or indirectly, to make or finance any loans to non-governmental entities or to any governmental agencies other than Lessee.

5. No Federal Guarantee.

5.1 Payment of the principal or interest due under the Payment Schedule included as part of the financing pursuant to the Appendix is not directly or indirectly guaranteed, in whole or in part, by the United States or an agency or instrumentality thereof.

5.2 No portion of the proceeds of the financing pursuant to the Appendix shall be (i) used in making loans the payment of principal or interest of which are to be guaranteed, in whole or in part, by the United States or any agency or instrumentality thereof, or (ii) invested, directly or indirectly, in federally insured deposits or accounts if such investment would cause the financing pursuant to the Appendix to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

6. Miscellaneous.

6.1 The Lessee agrees to comply with the rebate requirement set forth in Section 148(f) of the Code in the event that for any reason the entire proceeds of the Appendix are not expended, and the Acquisition Fund fully depleted, within six months from the date hereof such that Section 148(f)(4)(B) is applicable to the financing pursuant to the Appendix.

6.2 The Lessee shall keep a complete and accurate record of all owners or assignees of the Lease and the financing of Equipment pursuant to the Appendix in form and substance satisfactory to comply with Section 149(a) of the Code.

6.3 The Lessor or the Escrow Agent, as applicable shall maintain complete and accurate records establishing the expenditure of the proceeds of the financing pursuant to the Appendix and interest earning thereon.

IN WITNESS WHEREOF, We have executed this Tax Compliance Agreement and No Arbitrage Certificate on behalf of the Lessee named below, as of the 2nd day of May 2022.

ATTEST:

Lessee: WV DOA Fleet Management

Carrie H. Lamey

By: [Signature]



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION

MARK D. SCOTT  
CABINET SECRETARY  
May 5, 2022

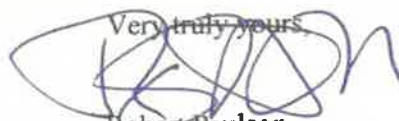
Banc of America Public Capital Corp  
Bank of America Center  
1111 East Main Street, 18th Floor  
Richmond, VA 23219-3500

RE: Appendix No. 2021-14 to Master Lease Purchase  
Financing Agreement with Purchasing Division of the  
Department of Administration, State of West Virginia

Gentlemen:

As counsel for WV DOA Fleet Management, Lessee, I have examined a duly executed original of the Master Lease Purchase Financing Agreement ("Lease") and the duly executed original of the Appendix to the Lease Purchase Financing Agreement ("Appendix") dated May 02, 2022, between Lessee and Banc of America Public Capital Corp, Lessor. Based upon the examination and upon such other examination as I have deemed appropriate, I am of the opinion that:

1. Lessee is a public body corporate and politic, legally existing under the laws of the State of West Virginia.
2. The appendix has been duly authorized, executed and delivered by Lessee and is a legal, valid and binding obligation of Lessee, enforceable in accordance with its terms.
3. To the best of my knowledge, no litigation is pending or threatened in any court or other tribunal, state or federal, in any way affecting the validity of the Appendix.
4. The signature of the official of Lessee, as it appears on the Appendix, is true and genuine. I know said official and know him/her to hold the position set forth below his/her name.
5. The Equipment leased pursuant to the Appendix constitutes personal property and when subjected to use by Lessee will not be or become fixtures under applicable law.
6. West Virginia is a state within the meaning of Section 103 of the Internal Revenue code of 1986, as amended, and the related regulations and rulings.

Very truly yours,  
  
Robert Paulson  
General Counsel

STATE OF WEST VIRGINIA  
MASTER LEASE PROGRAM  
REQUEST FORM

Date: 4/20/2022

Appendix Number 2021-14

State Unit Requiring Equipment: WV Department of Administration Fleet Management Division

Finance Package Contact (Name & Title): Kenny Yoakum, Fleet Director

Mailing Address: 2101 Washington Street, East, Bldg 17, Charleston, WV 25305

Overnight Address: Same

Phone Number: 304-558-2106 Fax Number: \_\_\_\_\_

Email Address: Kenny.h.voakum@wv.gov

Billing Contact (Name & Title): Rob Worledge

Billing Address: 2101 Washington Street, East, Bldg 17, Charleston, WV 25305

Phone Number: 304-558-6181 Fax Number: \_\_\_\_\_

Email Address: Rob.l.worledge@wv.gov

Description of Equipment Usage:

Nature of State Unit's Operation: To provide reliable transportation for state employees that allows them to perform job related tasks in a safe and timely manner.

Equipment Description: Motor Vehicles

How is this equipment essential to operation? Allows state employees to complete their mission

Is this replacement or additional equipment? Both

If replacement, how old is current equipment and how often is equipment normally replaced? Vehicles must be 5 years and 120,000 miles before considering retirement

What is the expected useful life of this equipment? 8

Equipment Cost: \$592,660.00 Term Requested: 48 months

Down Payment: N/A Anticipated Delivery Date: 90-150 days

Amount Financed: \$592,660.00

Are escrow funds to be invested? (please circle) YES NO

Is the agency a subunit of the State's General Revenue Fund? Yes

If yes, we do not need financial statements. If no, please submit financial statements and current fiscal year operating budget.

\*\* Attach a copy of the purchasing requisition

Approval by the Governor's Office and DOA are mandatory. Approval must be included in the signature block below.

Amy Vincent Worledge  
Governor's Office Approval (Mandatory)

4/26/2022  
Date

Paul O'Leary  
Department of Administration

4/25/2022  
Date

We have reviewed the above request and certify that the request complies with the standards for the State Master Lease Program and certify that as of the request, it is our reasonable belief that funds will be available to make lease payments throughout the lease term.

Shirley H. Walker  
Fleet Management Division

4/20/22  
Date

Agnes  
Bank of America Public Capital Corp

5/2/22  
Date



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: 04-20-2022

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CDO 0216 0216 FLT2200000032 1	<b>Procurement Folder:</b>	1032925
<b>Document Name:</b>	20 - 2022 FORD EXPLORER, CLASS 7, FLEX	<b>Reason for Modification:</b>	
<b>Document Description:</b>	20 - 2022 FORD EXPLORER, CLASS 7, FLEX		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Mark A Atkins		
<b>Telephone:</b>	(304) 558-2307		
<b>Email:</b>	mark.a.atkins@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0212 MV22A 1
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

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

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

4-21-22 Bar

<b>Total Order Amount:</b>	\$592,660.00
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JUH 4/21/2022  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *Mark A Atkins* - 4/21/2022  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE:  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

20 - 2022 FORD EXPLORER, CLASS 7, FLEX

SWC # MV22A  
CLASS 7  
20 FORD EXPLORER  
COLOR:  
20 MS11 BLACK(UM)  
FUEL: FLEX

To be financed under contract SWC # FINANCE21.  
Release Order - FIN2200000008 Appendix 2021-14.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	20.00000	EA	\$29,633.0000	\$592,660.00
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  
20 2022 FORD EXPLORER  
COLOR: BLACK(UM)  
FUEL: FLEX

To be financed under contract SWC # FINANCE21.  
Release Order - FIN2200000008 Appendix 2021-14.