



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: 09-08-2022

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 0803 0070 DOT2300000005 1	Procurement Folder:	1092431
Document Name:	4WD UTILITY TRACTOR (7023E007)	Reason for Modification:	
Document Description:	4WD UTILITY TRACTOR (7023E007)		
Procurement Type:	Central Delivery Order		
Buyer Name:	John W Estep		
Telephone:	304-558-2566		
Email:	john.w.estep@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0803 DOT2000000036 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000202582 MIDDLETOWN TRACTOR SALES 2050 BOYERS DR FAIRMONT WV 26554 US Vendor Contact Phone: 999-999-9999 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Pamela J Hall Requestor Phone: (304) 473-5342 Requestor Email: pamela.j.hall@wv.gov 23 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS EQUIPMENT DIVISION RT 33 83 BRUSHY ROAD CROSSING, PO BOX 610 BUCKHANNON WV 26201 US	DIVISION OF HIGHWAYS EQUIPMENT DIVISION 83 BRUSHY FORK RD CROSSING BUCKHANNON WV 26201 US

ENTERED

Purchasing Division's File Copy

Total Order Amount: \$731,680.92

JE 9/8/22
PURCHASING DIVISION AUTHORIZATION
DATE: Tara H 9/9/2022
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: Melissa S 9/9/2022
ELECTRONIC SIGNATURE ON FILE

Extended Description:

CENTRAL CONTRACT RELEASE ORDER - CDO DOT23*05

CMA: DOT20*36

TO PROVIDE TWELVE (12) 4WD UTILITY TRACTORS TO THE WVDOH PER SPECIFICATIONS

TO BE DELIVERED AND PAID FOR AFTER JULY 1, 2023

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25101901	12.00000	EA	\$60,973.4100	\$731,680.92
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2022-08-31	

Commodity Line Description: 4WD UTILITY TRACTOR

Extended Description:

CENTRAL CONTRACT RELEASE ORDER - CDO DOT23*05

CMA: DOT20*36

TO PROVIDE TWELVE (12) 4WD UTILITY TRACTORS TO THE WVDOH PER SPECIFICATIONS

Extended Description:

Change Order No. 2 - To renew and increase the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders.

The contract is increased as defined in the attached documentation. Commodity Line 2 has been added to show new pricing effective 1/1/2022.

Effective dates of renewal: 01/01/2022 through 12/31/2022

Renewal Remaining: 1

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	25101901			EA	53332.220000
	Service From	Service To			
Commodity Ln Discontinued					

Commodity Line Description: 4WD UTILITY TRACTOR

Extended Description:

Line discontinued due to price increase on Changer Order 2; effective date 1/1/2022

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	25101901			EA	60973.410000
	Service From	Service To			

Commodity Line Description: 4WD UTILITY TRACTOR

Extended Description:

4WD UTILITY TRACTOR; Price increase effective 1/1/2022



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

D. Alan Reed, P.E.
State Highway Engineer

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

August 8, 2022

MEMORANDUM

TO: SEC

FROM: OE *Jeffrey M. Pifer*

THRU: HO, CH

SUBJECT: CDO Order 7023E007
4 Wheel Drive Utility Tractors

PREPARED BY:		Pam Hall
DATE:		8/8/22
ROUTE ORDER	OFFICE	OK
1	BP	
2	HO	
3	CH	
4	SEC	
5	CB	
6	PE	
7	BP	

The West Virginia Division of Highways/Equipment Division would like to purchase 12 -4 wheel drive utility tractors from Middletown Tractor Sales. Due to the time to build these tractors, they would not be delivered until after July 1, 2023. Please review, and if approved, sign this memo, along with the Purchasing Requisition and return to routing order.

If you have any questions, please contact Jeffrey M. Pifer at 304-473-5500.

JMP:ph



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**D. Alan Reed, P.E.
State Highway Engineer**

**Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways**

August 8, 2022

MEMORANDUM

**TO: KRISTY JAMES
ASSISTANT DIRECTOR
FINANCE DIVISION
P-CARD & PROCUREMENT SECTION**

**FROM: JEFFREY M. PIFER P.E.
DIRECTOR
EQUIPMENT DIVISION**

A handwritten signature in blue ink, appearing to read "Jeffrey M. Pifer".

SUBJECT: CDO 7023E007

The above referenced RFQ is for 12-4 wheel drive utility tractors. If we order now the lead time for delivery is after July 1, 2023 which would be the 2023-2024 fiscal year. Due to the time involved to build them, we should have them for the Fall brush cutting season in 2023.

These tractors will not be received nor paid for until after July 1, 2023.

Your assistance in this matter is appreciated.

JMP/Lph