




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: 09-19-2022

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 0805 0805 PTR2100000032 7	Procurement Folder:	883341
Document Name:	Change Order	Reason for Modification:	
Document Description:	CDO off SWC MVTRUCK to purchase one 12 passenger van	Change Order No. 1 is issued to cancel the purchase order in its entirety and to release any and all funds associated with the delivery order.	
Procurement Type:	Central Delivery Order		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 MVTRUCK21C 7
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000200051			Requestor Name:	John S Caldwell
MATHENY MOTOR TRUCK CO				Requestor Phone:	(304) 558-9578
PO BOX 1304				Requestor Email:	john.s.caldwell@wv.gov
PARKERSBURG	WV	261021304			
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				

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE	GENERAL MANAGER
PUBLIC TRANSIT DIVISION OF	PUBLIC TRANSIT DIVISION OF
BLDG 5 RM 663	KANAWHA VALLEY REGIONAL TRANSPORTATION AUTHORITY
1900 KANAWHA BLVD E	1550 FOURTH AVE
CHARLESTON	CHARLESTON
	WV 25305-0432
	WV 25324
US	US

Total Order Amount: \$0.00

Purchasing Division's File Copy

ENTERED

MUP 09/21/2022
 PURCHASING DIVISION AUTHORIZATION
 DATE: *MUP 9/21/2022*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Tiden 9.26.2022*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order:

Change Order 1

Change Order No. 1 is issued to cancel this purchase order in its entirety and to release all funds associated with the delivery order.

Effective date of cancellation 8/19/2022

****no other changes****

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	0.00000	EA	\$0.0000	\$0.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: 12 passenger van

Extended Description:

CDO off SWC MVTRUCK to purchase one 12 passenger van

Color: GAZ Summit White

to be titled and utilized by:

Southern Highlands Community Mental Health Center, Inc.

200 12th Street Extension

Princeton, WV 24740



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Public Transit**

1900 Kanawha Boulevard East • Building Five • Room 663
Charleston, West Virginia 25305-0432
Telephone: (304) 558-0428 FAX: (304) 558-0174
TDD: (800) 742-6991

William C. Robinson
Executive Director

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

September 6, 2022

Matheny Motor Truck Company
PO Box 1304
Parkersburg, WV 26102

Re: Cancellation of CDO PTR21-32

Mr. Matheny,

The West Virginia Division of Public Transit is cancelling the above referenced purchase order.

- A mistake regarding the purchasing process of this vehicle was discovered and the Division is no longer in need of this vehicle.

Please sign below in acceptance of the cancellation and return this letter to me via email to John.S.Caldwell@wv.gov or via U.S. Mail at: West Virginia Division of Public Transit, 1900 Kanawha Blvd. East, Bld. 5, Room 663 Charleston WV 25305 Atten: John Caldwell, Purchasing Officer

If you should have any questions or need additional information, please contact me at 304-414-8976.

Sincerely,

John Caldwell
John Caldwell, Purchasing Officer
WV Division of Public Transit

Accepted by:

Company Name: MATHENY MOTOR TRUCK CO
Signature: *Steve Skir*
Title: Com. Sales Mgr.
Date: 09-19-2022



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Public Transit

1900 Kanawha Boulevard East • Building Five • Room 663

Charleston, West Virginia 25305-0432

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William C. Robinson
Executive Director

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

August 19, 2022

MEMORANDUM

TO: David Pauline, Senior Buyer
Purchasing Division

FROM: John Caldwell, Purchasing Officer
Division of Public Transit

SUBJECT: Cancellation of CDO PTR 21-32

A handwritten signature in blue ink, appearing to read "John Caldwell".

Change Order 1 is issued to cancel the purchase order in its entirety and to release any and all funds associated with the delivery order. The vendor in the PO was listed as Matheny Motor Truck Company and should have been Bob Robinson Chevrolet Inc. A new PO will be issued.

If you have any questions or need additional information, please call me at 304-8976 or email at John.S.Caldwell@wv.gov