



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: 11-23-2022

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 1400 4906 AGR2200000002 4	Procurement Folder:	977224
Document Name:	(9) Class 5 Ford Escape Hybrid AWD U98	Reason for Modification:	
Document Description:	(9) Class 5 Ford Escape Hybrid AWD U98	Change Order No 1	
Procurement Type:	Central Delivery Order	To cancel contract	
Buyer Name:	Mark A Atkins		
Telephone:	(304) 558-2307		
Email:	mark.a.atkins@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0212 MV22D 4
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VC0000057321 MATHENY MOTOR TRUCK CO PO BOX 1304  PARKERSBURG WV 26102 1304 US Vendor Contact Phone: 304-684-9625 Extension: 1640  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: Cynthia D Fisher Requestor Phone: (304) 558-2221 Requestor Email: cfisher@wvda.us  <b>23</b> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
PROCUREMENT OFFICER 304-558-2221 AGRICULTURE DEPARTMENT OF ADMINISTRATIVE SERVICES 1900 KANAWHA BLVD E CHARLESTON WV 25305-0173 US	PROCUREMENT OFFICER 304-558-2221 AGRICULTURE DEPARTMENT OF ADMINISTRATIVE SERVICES 217 GUS R DOUGLAS LN, BLDG 2 RM 106 CHARLESTON WV 25312 US

Total Order Amount: \$0.00

Purchasing Division's File Copy

**ENTERED**

PURCHASING DIVISION AUTHORIZATION

DATE: *11/23/22*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *Beverly Toler 11-28-22*  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order No 1

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

Effective Date of Cancellation: 11/17/2022

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	0.00000	EA	\$25,166.4000	\$0.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2021-12-07	

**Commodity Line Description:** Class 5 Ford Escape Hybrid AWD

**Extended Description:**

MV22 - 2022 or LATEST MODEL VEHICLE:

See attached pricing page(s) for contract pricing.

**West Virginia Department of Agriculture**

Kent A. Leonhardt, Commissioner  
Joseph L. Hatton, Deputy Commissioner



**November 17, 2022**

**Mark Atkins  
WV Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305**

**RE: Cancellation Recommendation for CDO AGR22\*2 Class 5 Ford Escapes**

The WV Department of Agriculture (WVDA) is requesting the above-mentioned release order be cancelled due to vendor cannot supply the requested Escapes. See attached documentation.

If you have any questions about this request, you may contact me at (304) 558-2221 or via e-mail at [aclemans@wvda.us](mailto:aclemans@wvda.us).

**Sincerely,**

A handwritten signature of Alan Clemans in dark ink.

Alan Clemans (Nov 18, 2022 10:20 EST)

**Alan M. Clemans, CFO/Director of  
Administrative Services Division**

**From:** [Jacob Wade](#)  
**To:** [Lauren Haynes](#)  
**Cc:** [Martin, Christopher](#); [May, Anita](#); [Jennifer Rader](#); [Lane, Stephanie E](#); [Tim Matheny](#); [Mike Matheny](#); [Mick Ward](#); [Greg Moore](#)  
**Subject:** RE: 2022 Ford Escapes Dept. of Agriculture  
**Date:** Wednesday, November 16, 2022 11:44:48 AM  
**Attachments:** [wv\\_dept\\_of\\_ag\\_9\\_escapes.pdf](#)

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Yes Lauren, that is correct. We had 17 total escapes canceled at the plant. I can send you the order status print out of yours and correspondence from a ford fleet scheduling director. Ill attach those documents in this email. As soon as ford gives a plan to re order or replace the orders we will be reaching out.

JACOB WADE  
SALES MANAGER  
MATHENY FORD, LLC  
OFFICE – (304) 684 - 9625  
[JWADE@MATHENYMOTORS.COM](mailto:JWADE@MATHENYMOTORS.COM)



**From:** Lauren Haynes <[lhaynes@wvca.us](mailto:lhaynes@wvca.us)>  
**Sent:** Wednesday, November 16, 2022 11:04 AM  
**To:** Greg Moore <[gmoore@mathenymotors.com](mailto:gmoore@mathenymotors.com)>; Jacob Wade <[jwade@mathenymotors.com](mailto:jwade@mathenymotors.com)>; Tim Matheny <[tmatheny@mathenymotors.com](mailto:tmatheny@mathenymotors.com)>; Mike Matheny <[mmatheny@mathenymotors.com](mailto:mmatheny@mathenymotors.com)>; Mick Ward <[mward@mathenymotors.com](mailto:mward@mathenymotors.com)>  
**Cc:** Martin, Christopher <[cmartin@wvca.us](mailto:cmartin@wvca.us)>; May, Anita <[amay@wvca.us](mailto:amay@wvca.us)>; Jennifer Rader <[jrader@wvca.us](mailto:jrader@wvca.us)>; Lane, Stephanie E <[stephanie.e.lane@wv.gov](mailto:stephanie.e.lane@wv.gov)>  
**Subject:** RE: 2022 Ford Escapes Dept. of Agriculture

All,

Can Matheny Motors provide WVCA final confirmation that the 9 Escapes ordered on contract (AGR22\*02) were cancelled?

Thank you,

**Lauren N. Haynes**  
Fiscal Services Manager

West Virginia Conservation Agency  
304-957-2983  
[lhaynes@wvca.us](mailto:lhaynes@wvca.us)

**From:** Lane, Stephanie E <[stephanie.e.lane@wv.gov](mailto:stephanie.e.lane@wv.gov)>  
**Sent:** Friday, November 4, 2022 3:01 PM  
**To:** Greg Moore <[gmoore@mathenymotors.com](mailto:gmoore@mathenymotors.com)>; DAS Fleet <[dasfleet@wv.gov](mailto:dasfleet@wv.gov)>; Dan.D.Sizemore <[dan.d.sizemore@wvago.gov](mailto:dan.d.sizemore@wvago.gov)>; May, Anita <[amay@wvca.us](mailto:amay@wvca.us)>; Fisher, Cindy <[CFisher@wvda.us](mailto:CFisher@wvda.us)>; Keady, Christopher (C.M.) <[ckeady@ford.com](mailto:ckeady@ford.com)>  
**Cc:** Rose, Cody E <[cody.e.rose@wv.gov](mailto:cody.e.rose@wv.gov)>; Mark A Atkins <[mark.a.atkins@wv.gov](mailto:mark.a.atkins@wv.gov)>; Kenny H Yoakum <[kenny.h.yoakum@wv.gov](mailto:kenny.h.yoakum@wv.gov)>; Lori M Harper <[lori.m.harper@wv.gov](mailto:lori.m.harper@wv.gov)>  
**Subject:** Re: 2022 Ford Escapes Dept. of Agriculture

Mr. Moore,

I hope you have communicated this information to the State of WV agencies that have had current orders in place since **2021**, which include the State Attorney General's Office, The State's Agriculture Conservation agency, and the State of WV Corrections Division (emails addresses for contacts provided in this response).

Why has Ford Motor Company taken an entire year to make this determination? And why were VINs assigned to the vehicles concerned in PO AGR22\*02 for Conservation if fulfillment was not expected to follow? Chris Keady of Ford is also included in this response. A separate email will follow concerning a request for an update in the Fleet Management Division orders from MV22.

Department of Agriculture, Conservation Division VINs:

1FMCU9BZ3NUB46664	Order# G001	Silver
1FMCU9BZ2NUB46378	Order# G002	Silver
1FMCU9BZ8NUB46546	Order# G003	Silver
1FMCU9BZ6NUB46786	Order# G004	Silver
1FMCU9BZ9NUB46538	Order# G005	Silver
1FMCU9BZ6NUB46044	Order# G006	Silver
1FMCU9BZXNUB46371	Order# G007	Silver
1FMCU9B27NUB46652	Order# G008	Silver
1FMCU9BZ2NUB46848	Order# G009	Silver
1FMCU9BZ9NUB46829	Order# G010	Silver

Sincerely,

**Stephanie Lane**

**Fleet Coordinator**

WV Dept. of Administration  
Fleet Management Division  
Capitol Complex, Building 17  
2101 Washington Street, East  
Charleston, WV 25305-0121

**304-558-2614 Office**  
**304-558-4119 Fax**  
**Website: [fleet.wv.gov](http://fleet.wv.gov)**

On Fri, Nov 4, 2022 at 1:18 PM Greg Moore <[gmoore@mathenymotors.com](mailto:gmoore@mathenymotors.com)> wrote:

All fleet Hybrid Escapes have been canceled from the plant. These vehicles are having parts issues is what we were told.

Greg Moore  
Fleet Manager  
Matheny Ford of St. Marys  
304-684-9625 office  
304-210-2186 cell  
[gmoore@mathenymotors.com](mailto:gmoore@mathenymotors.com)

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**From:** Greg Moore  
**Sent:** Tuesday, October 25, 2022 11:23 AM  
**To:** Lane, Stephanie E <[stephanie.e.lane@wv.gov](mailto:stephanie.e.lane@wv.gov)>  
**Cc:** Rose, Cody E <[cody.e.rose@wv.gov](mailto:cody.e.rose@wv.gov)>  
**Subject:** 2022 Ford Escapes Dept. of Agriculture

Here is the list of Escapes we have yet to receive.

1FMCU9BZ3NUB46664	Order# G001	Silver
1FMCU9BZ2NUB46378	Order# G002	Silver
1FMCU9BZ8NUB46546	Order# G003	Silver
1FMCU9BZ6NUB46786	Order# G004	Silver
1FMCU9BZ9NUB46538	Order# G005	Silver
1FMCU9BZ6NUB46044	Order# G006	Silver
1FMCU9BZXNUB46371	Order# G007	Silver
1FMCU9B27NUB46652	Order# G008	Silver
1FMCU9BZ2NUB46848	Order# G009	Silver
1FMCU9BZ9NUB46829	Order# G010	Silver

Thanks,

Greg Moore  
Fleet Manager  
Matheny Ford of St. Marys  
304-684-9625 office  
304-210-2186 cell



West Virginia  
Conservation Agency

## MEMORANDUM

To: Alan Clemans, Chief Financial Officer/Director, WV Department of Agriculture  
From: Jennifer Skaggs, Interim Executive Director, WV Conservation Agency *Jennifer Skaggs*  
Date: November 17, 2022  
Subject: Statewide Contract Cancellation/CDO AGR22\*2

Jennifer Skaggs (Nov 17, 2022 08:26 EST)

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Please cancel CDO AGR22\*2 for nine (9) Ford Escapes.

WVCA has received notice from the vendor, Matheny Motors, that the manufacturer has cancelled the order for these vehicles.

Please see attached vendor email confirmation.

JS/cm