



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Purchase Order

Order Date: 03-28-2023

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:	CPO 0506 3074 CTP2300000001 2	Procurement Folder:	1108350
Document Name:	COMMAND TRAILER	Reason for Modification: CHANGE ORDER 1 TO ADD ADDITIONAL FUNDING FOR AC UNIT AND GENERATOR BOX	
Document Description:	COMMAND TRAILER		
Procurement Type:	Central Purchase Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	

VENDOR				DEPARTMENT CONTACT			
Vendor Customer Code:	VS0000041937	Requestor Name:	Billie S Hancock				
Janto Trailers Llc po box 654		Requestor Phone:	304-356-4097				
fitzgerald GA 31750		Requestor Email:	billie.s.hancock@wv.gov				
US		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>					
Vendor Contact Phone:	4782578690					Extension:	
Discount Details:							
Discount Allowed	Discount Percentage	Discount Days					
#1	No	0.0000	0				
#2	Not Entered						
#3	Not Entered						
#4	Not Entered						

INVOICE TO	SHIP TO
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - THREAT PREPAREDNESS 505 CAPITOL ST, STE 200 CHARLESTON WV 25301 US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - THREAT PREPAREDNESS 505 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Total Order Amount: \$46,136.00

Purchasing Division's File Cop:

ENTERED

4/13/2023

CH 3/28/23

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara G. 4/13/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>4/10/2023</i> ELECTRONIC SIGNATURE ON FILE
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4/6/2023

Extended Description:

Change Order 1

Change Order 1 is issued to add CL4 for 2nd air conditioning unit with heat and CL 5 for generator install, box, slide tray and platform per the attached documents.

Cost for Additional Air Conditioning Unit: \$1,500.00

Cost for Generator Box: \$1,000.00

Total Contract Increase: \$2,500.00

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25101939	1.00000	EA	42036.000000	42036.00
Service From	Service To	Manufacturer	Model No		
		SDG			

Commodity Line Description: Tandem (spread) axle enclosed command trailer

Extended Description:

Total Cost for One (1) Tandem (spread) axle enclosed command trailer

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	78121603	1.00000	EA	1600.000000	1600.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Shipping and Delivery Fee

Extended Description:

6.1. Delivery of completed item to: WVDHHR Materials Management, 160 Jacobson Drive, Dock 11, Poca, WV 25159

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	25101939	1.00000	EA	1500.000000	1500.00
Service From	Service To	Manufacturer	Model No		
		SDG			

Commodity Line Description: 2nd AC unit with heat

Extended Description:

2nd AC unit with heat

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	25101939	1.00000	EA	1000.000000	1000.00
Service From	Service To	Manufacturer	Model No		
		SDG			

Commodity Line Description: generator install, box, slide tray and platform

Extended Description:

generator install, box, slide tray and platform



APPROVED
TJP
3/28/23


STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Cabinet Secretary's Office
Center for Threat Preparedness

Jeffrey H. Coben, MD
Interim Cabinet Secretary

Timothy J. Priddy
Director

MEMORANDUM

TO: Tara Buckner, CFO
Department of Health and Human Resources

FROM: Tim Priddy, Director 
Center for Threat Preparedness

DATE: March 09, 2023

RE: Additional funding for Command Trailer purchase

This memorandum is to provide justification to extend the funding by \$2,500.00 for the manufacture and delivery of the already approved Command Trailer for the Center for Threat Preparedness.

The unit was put out to bid and a winner was selected. The winning bidder (Janto Trailers) was the lowest bidder. In discussion with Janto Trailers, two things were discovered that would increase the cost of production and delivery of the unit.

In section 3.1.27 of the bid specs "A minimum 15,000 BTU Air Conditioner with heat (centered to serve both compartments), the manufacture has stated that a centrally located unit would not be possible because of the control system to operate it. They have requested an additional \$1,500.00 to add a second heat and A/C unit to the vehicle.

In section 3.1.36 of the bid specs "One (1) generator, mounted, at least 9,500 watts, super quiet inverter with Carbon Monoxide secure technology", the expectation is for a tongue mounted generator (outside of the unit). For proper security, safety and longevity of the unit, a box surrounding the generator would have to be installed. The cost of this is an additional \$1000.00.

The West Virginia Center for Threat Preparedness is the Emergency Response Agency for Public Health Emergencies and is required to meet well defined deliverables for continued funding. Funding for the center and its activities come from grants provided by the U.S. Health and Human Services (the Centers for Disease Control and Prevention and the Administration for Strategic Preparedness and Response). Funding for this purchase is being provided by the budget period 3 (expiring funds), PHEP grant.

Thank you and please let me know if you have any questions.

Dealer: Quote # 2

Date Ordered:

Ordered by: wva
Command trailer

Date needed: 16-18 weeks **Model 8.5x24TA**



Standard Specifications: 15" Radial Tires Silver Mod Wheels 36" RV style side door with flush lock V-Nose with vertical ATP trim Rear Ramp w/Spring Assists w/Flap 3500lb spring axles with 4" drop and EZ Lube Hubs 24" Stoneguard on front	White metal exterior Beavertail Frame 4 D-Rings in Floor 3/4" plywood floor/painted underneath Premium 3/8" plywood sidewalls 1"x1 1/2" steel tube in walls and ceiling 78" (6'6") Interior height 2000 lb tongue jack 6" Beam Main	12V Dome light with switch Non-powered roof vent LED Strip tail lights Wall members 16" O.C. Floor crossmembers 16" O.C. Roof members 24" O.C. Screwed metal exterior Gavalume Roof 7-way Round elec. Plug 2 5/16" coupler
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Structure:		
V-Nose w/ATP Vertical Trim		Nc
X Upgrade to 7000lb Torsion axles		Inc
X Spread Axles		Inc
X Electric jack w/ battery		Inc
X 7' interior height		Inc
X Electric tongue jack		Inc
Tie-downs & Stabilizers		
4 - D-Rings at rear		Nc
		Inc
X Generator install		150
X Generator platform		250
X Generator box with slide tray		600
Tires & Wheels		
8 lug spider mag wheels 16" a rated		Nc
10 ply		Nc
Sand Foot		Nc
X Radial tires		Nc
Doors, Ramps, Windows		
Rear Ramp w/Spring Assists w/Flap		Nc
X Rv door w/ flush lock w/ 15x30 window		No
X No Show super duty beavertail		Inc
X Heavy Duty Transition Flap		Inc
Vents & A/C		
X Aluminum Sidewall Vents		inc
X 15k ac with heat		inc
X 2nd ac unit with heat		1500
X Thermostat		inc

Exterior:		
X White 080 polycore screwless		inc
X One piece roof		inc
X All led exterior lights		Nc
X Blackout Package		inc
X 9500 watt super quiet inverter with co secure tec		Inc
Interior:		
X Embossed Metal walls		inc
X Embossed Metal ceiling		inc
X Insulate walls		inc
X Insulate ceiling		inc
X Cabinet pkg l shaped with drawer over door		inc
X Upper cabinets to match lower		inc
X Rubber coin floor, ramp and flap		inc
X Generator Box		inc
X One interior partition wall with door		Inc
X Two wall mounted folding beds		Inc
X 6' closet in rear		inc
Electrical:		
X Racing pkg 50 amp lifetime, 25' cord, 1 switch		inc
6-110v receptacles 3-2' LED lights		
X 50 amp motor base plug		inc
X One gfi outlet		inc
X Metal clad cable for wiring		inc
X 24 group battery w/solar		inc
X 4 12v scene lights		inc
X 39" tv front compartment		inc
X 42" tv rear compartment		inc
X Microwave .9 cubic feet 900 watts		inc
X Radio with 4 speakers ans 2 zones, Music, usb		inc
Cd playable		
Base Price:		42036

Qiz 3-7-23

Spec sheet is based on latest product and pricing information. Manufacture reserves the right to make changes in pricing, colors, materials, equipment, specifications, and models; and to discontinue models without notice or obligation. 10/25/2015

Options:	2500
shipping	1600
Total:	48136

[Handwritten signature]
3-7-23

Agreed
Heather White