



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: 04-02-2025

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 0216 0216 FLT2500000018 1	Change Order No:	Procurement Folder:	1664535
Document Name:	8, 2025 FORD ESCAPE, CLASS 5, GASOLINE		Reason for Modification:	
Document Description:	8, 2025 FORD ESCAPE, CLASS 5, GASOLINE			
Procurement Type:	Central Delivery Order			
Buyer Name:	Mark A Atkins			
Telephone:	(304) 558-2307			
Email:	mark.a.atkins@wv.gov			
Shipping Method:	Best Way		Master Agreement Number: CMA 0212 MV25B 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VC0000057321 MATHENY MOTOR TRUCK CO 308 3RD ST  ST MARYS WV 26170 US Vendor Contact Phone: 304-684-9625 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: Kenneth H Yoakum Requestor Phone: (304) 558-2106 Requestor Email: kenny.h.yoakum@wv.gov  <b>2025</b> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION FLEET MANAGEMENT OFFICE 2310 KANAWHA BLVD E CHARLESTON WV 25311 US	STATE OF WEST VIRGINIA IN CARE OF SURPLUS PROPERTY 2700 CHARLES AVENUE DUNBAR WV 25064 US

Purchasing Division's File Copy

Total Order Amount: \$242,848.00

PURCHASING DIVISION AUTHORIZATION  
DATE: *Mark Atkins - 4/07/2025*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: *4-7-25*  
ELECTRONIC SIGNATURE ON FILE

Extended Description:  
8, 2025 FORD ESCAPE, CLASS 5, GASOLINE

1 2554 SPACE SILVER - A3  
1 2988 SPACE SILVER - A3  
1 2556 SPACE SILVER - A3

1 2554 VAPOR BLUE - K1  
1 2557 VAPOR BLUE - K1  
1 2744 VAPOR BLUE - K1

1 2557 AGATE BLACK - UM  
1 2557 CARBONIZED GRAY - M7

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.  
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	3.00000	EA	\$30,356.0000	\$91,068.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:  
MV25 - 2025 or LATEST MODEL VEHICLE:  
See attached pricing page(s) for contract pricing.

3, 2025 FORD ESCAPE, CLASS 5, GASOLINE

1 2554 SPACE SILVER - A3  
1 2988 SPACE SILVER - A3  
1 2556 SPACE SILVER - A3

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.  
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	25100000	3.00000	EA	\$30,356.0000	\$91,068.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:  
MV25 - 2025 or LATEST MODEL VEHICLE:  
See attached pricing page(s) for contract pricing.

3, 2025 FORD ESCAPE, CLASS 5, GASOLINE

1 2554 VAPOR BLUE - K1  
1 2557 VAPOR BLUE - K1  
1 2744 VAPOR BLUE - K1

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.  
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	25100000	1.00000	EA	\$30,356.0000	\$30,356.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:  
MV25 - 2025 or LATEST MODEL VEHICLE:  
See attached pricing page(s) for contract pricing.

1, 2025 FORD ESCAPE, CLASS 5, GASOLINE

1 2557 AGATE BLACK - UM

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.  
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	25100000	1.00000	EA	\$30,356.0000	\$30,356.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:  
MV25 - 2025 or LATEST MODEL VEHICLE:  
See attached pricing page(s) for contract pricing.

1, 2025 FORD ESCAPE, CLASS 5, GASOLINE

1 2557 CARBONIZED GRAY - M7  
TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.  
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

**Class 5 - Automobile  
Compact Utility**

**Vendor Name:** MMMTCO DBA MATHENY FORD  
**Manufacturer/Brand:** FORD  
**Model Name & Number:** ESCAPE USN

**Vendor Contact:** JACOB/STEVE  
**Phone No.:** 304-485-4418  
**Email:** JWADE@MATHENYMOTORS.COM/SSTKINNER@MATHENYMOTORS.COM

<b>Vehicle Requirements:</b>		Compact Utility	
<b>Classification:</b>	Compact Utility	<b>Manufacturer's Standard Available Colors</b>	
<b>Drive:</b>	4 Wheel/All Wheel	<b>Standard Color Code</b>	<b>Color Description</b>
<b>Passenger seating:</b>	5 (including driver)	UM	AGATE BLACK
<b>Doors:</b>	4, minimum	A3	SPACE SILVER
<b>Wheelbase:</b>	100 in., minimum	M7	CARBON GRAY
<b>GVMW:</b>	4350 lbs. min, 5600 lbs. max.	K1	VAPOR BLUE
<b>Engine:</b>	4 cylinder minimum		
<b>Additional Requirements:</b>			
The vehicle bid shall include the standard equipment requirements as required in section 3.1.1.1 of the specification.			

Vendor Bid Response:	
Vehicle fuel type	UNIT PRICE
Gasoline	\$ 30,356.00
Flex-fuel	\$ -
Diesel	\$ -
CNG/LPG	\$ -
Hybrid	\$ -

\*Options:

FOB Dealership: (Deduct)

\$	25.00
\$	0.25

FOB Other than Metro Charleston - Per Mile

\*Note - The above delivery "options" above are not evaluated as part of the award.



Whitehill, Shelley L <shelley.l.whitehill@wv.gov>

## Re: Vehicle Requests

1 message

Yoakum, Kenny H <kenny.h.yoakum@wv.gov>

Wed, Feb 19, 2025 at 11:09 AM

To: "Householder, Eric L" <eric.l.householder@wv.gov>

Cc: Shelley L Whitehill <shelley.l.whitehill@wv.gov>, FMD Fleet Coordinator <fmdfleetcoordinator@wv.gov>

Secretary,

Attached are 18 vehicle requests for DHHR to be financed through Fleet for your consideration. Included are the 18 vehicle requests, agency's Cabinet Secretary approval and justification, and the memo request for purchases of \$100,000.

Please let me know if you have any questions.

Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

\$ 663,067.00

On Tue, Feb 18, 2025 at 5:58 PM Householder, Eric L <eric.l.householder@wv.gov> wrote:  
All have been signed and are in Doug Buffington's possession.



**Eric Householder**  
Cabinet Secretary

State of West Virginia  
1900 Kanawha Boulevard, E.  
Building 1, Room E-119  
Charleston, WV 25305

Office: 304-558-4331  
Cell: 304-993-4149  
Eric.L.Householder@wv.gov

APPROVED

Eric Householder 3/28/25  
[Signature] 3/28/25

On Tue, Feb 18, 2025 at 5:14 PM Yoakum, Kenny H <kenny.h.yoakum@wv.gov> wrote:  
Secretary,

I wanted to follow up on the 5 pending requests, 2 for Educational Broadcasting and 3 for the Public Service Commission.

Please let me know if you have any questions. Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

----- Forwarded message -----

From: Yoakum, Kenny H <kenny.h.yoakum@wv.gov>

Date: Thu, Feb 13, 2025 at 10:27 AM

Subject: Fwd: Vehicle Requests

To: Eric Householder <Eric.L.Householder@wv.gov>

Cc: Shelley L Whitehill <shelley.l.whitehill@wv.gov>, FMD Fleet Coordinator <fmdfleetcoordinator@wv.gov>

In addition to the two requests pending for Educational Broadcasting, attached are three vehicle requests for the Public Service Commission for your consideration and the Governor's Office approval.

Please let me know if you have any questions.

Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

----- Forwarded message -----

From: Yoakum, Kenny H <kenny.h.yoakum@wv.gov>

Date: Mon, Feb 3, 2025 at 1:13 PM

Subject: Vehicle Requests

To: Eric Householder <Eric.L.Householder@wv.gov>

Cc: FMD Fleet Coordinator <fmdfleetcoordinator@wv.gov>, Shelley L Whitehill <shelley.l.whitehill@wv.gov>

Attached are two vehicle requests from Educational Broadcasting that will be financed by FMD for your consideration and the Governor's Office approval. A memo for purchases over \$100,000 is included even though the requests are slightly under the \$100,000 requirement. FMD has reviewed and approved the requests.

Please let me know if you have any questions.

Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

 **DHHR 18 Vehicle Requests 2-18-25.pdf**  
17479K

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing  
Date: January 22, 2025  
Re: \$100,000 Spending Requests

**MEMORANDUM**

Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

  
Agency Head

2/10/25  
Date

\_\_\_\_\_  
Cabinet Secretary/Department Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
Governor's Office Representative

\_\_\_\_\_  
Date





West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only

☐ Approved ☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR  
AGENCY/BILL CODE 2988 DHHR MCH - ADMINISTRATION DH  
E-MAIL AMY.S.GATES@WV.GOV  
PHONE NO. (304) 352-3917 EXT 23917 DATE 1/25/2025  
FUND # 8740 DEPT # 0506 UNIT # 2988

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE RETIRED AHEAD OF REPLACEMENT.REQUEST CLASS UPGRADE. SEE MEMO.

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage \_\_\_\_\_  
Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID \_\_\_\_\_

MAKE Ford Model Ford Escape U9N  
YEAR 2025 COLOR SILVER A3 Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat PURCHASE PRICE \$30,356

USED VEHICLE VIN# Class 5 MV2513

### DECOMMISSIONED VEHICLE

MAKE CHEVROLET MODEL MALIBU  
YEAR 2015 MILEAGE RETIRED LICENSE # SA001153

VIN # 1G11A5SL7FF131799 ELT Decommed 1-15-25 without replacement

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED

JUSTIFICATION FOR DEFERRED \_\_\_\_\_

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Theresa Jackson*

DATE 2/18/25

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing  
Date: January 22, 2025  
Re: \$100,000 Spending Requests

**MEMORANDUM**

Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

  
Agency Head

2/21/25  
Date

  
Cabinet Secretary/Department Head

3/28/25  
Date

  
Governor's Office Representative

3/28/25  
Date



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only

☐ Approved

☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY SUE GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2744 DHHR REGION 3

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/30/2025

FUND # 5362

DEPT # 0511

UNIT # 2744

### VEHICLE MISSION

What type of request is this? ☐ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA RO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

DATE

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID

MAKE Ford

Model Ford Escape U9N

YEAR 2025

COLOR BLUE K1

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356

USED VEHICLE VIN#

Class 5 WV 25B

### DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2017

MILEAGE 141,104

LICENSE # SA001968

VIN # 3FA6P0G75HR126283

FLT 44

DECOMMISSIONING METHOD

DEFERRED

JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

☒ APPROVED

☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Theresa Fisher*

DATE 2/21/25

☐ *Hickner*



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only  
☐ Approved ☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2557 REGION IV-SOCIAL SERVICES

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 5362

DEPT # 0511

UNIT # 2557

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

DATE

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID

MAKE Ford

Model Ford Escape U9N

YEAR 2025

COLOR BLUE K1

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356

USED VEHICLE VIN#

Class 5 NV 25 B

### DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2016

MILEAGE 174,511

LICENSE # SA000314

VIN # 1FA6P0G76G5110692

FLT 44

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Thurth Yashin*

DATE 2/21/25

☐ *Heimer*



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only

☐ Approved ☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2557 REGION IV-SOCIAL SERVICES

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 5362

DEPT # 0511

UNIT # 2557

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

DATE

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID

MAKE Ford

Model Ford Escape U9N

YEAR 2025

COLOR BLACK UM

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356

USED VEHICLE VIN#

Class 5 MV 2513

### DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2013

MILEAGE 154,179

LICENSE # SA001570

VIN # 3FA6P0G7XDR364754

FLT 44

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Therese Zuber*

DATE 3/21/25

☐ Hermer



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only

☒ Approved ☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2557 REGION IV-SOCIAL SERVICES

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 5362

DEPT # 0511

UNIT # 2557

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used

Est. # of miles per month used

CABINET SECRETARY APPROVAL

DATE

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID

MAKE Ford

Model Ford Escape U9N

YEAR 2025

COLOR GRAY M7

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356

USED VEHICLE VIN#

Class 5 MV 25 B

### DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2013

MILEAGE 129,811

LICENSE # SA001568

VIN # 3FA6P0G7XDR364737 FLT Y4

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Matthew Zuercher*

DATE 2/21/25



☐ Myers



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only

☒ Approved

☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2556 DHHR - SOCIAL SERVICES

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 5362

DEPT # 0511

UNIT # 2556

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

DATE

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID

MAKE Ford

Model Ford Escape U9N

YEAR 2025

COLOR SILVER A3

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356

USED VEHICLE VIN#

CL666 5 MV 2513

### DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2017

MILEAGE 160,873

LICENSE # SA001984

VIN # 3FA6P0G78HR144180 FLT YY

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☒ APPROVED

☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Matthew G. ...*

DATE 2/21/25

☐ 02/11



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only  
☐ Approved ☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR  
AGENCY/BILL CODE 2554 DHHR REGION 1 - SOCIAL SERVICES DH  
E-MAIL AMY.S.GATES@WV.GOV  
PHONE NO. (304) 352-3917 EXT 23917 DATE 1/25/2025  
FUND # 5362 DEPT # 0511 UNIT # 2554

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO.

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage \_\_\_\_\_  
Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID \_\_\_\_\_

MAKE Ford Model Ford Escape U9N  
YEAR 2025 COLOR SILVER A3 Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat PURCHASE PRICE \$30,356

USED VEHICLE VIN# Class 5 MV25B

### DECOMMISSIONED VEHICLE

MAKE CHEVROLET MODEL MALIBU  
YEAR 2015 MILEAGE 134,142 LICENSE # SA001156

VIN # 1G11A5SL9FF128063 F47YT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED \_\_\_\_\_

JUSTIFICATION FOR DEFERRED \_\_\_\_\_

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

*Handwritten signature*

DATE 2/21/25



☐ *atell*



West Virginia  
Department of Administration  
Fleet Management

For Governors Office Use Only

☐ Approved

☐ Declined

Signature

Title

Date

## Vehicle Request

### AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2554 DHHR REGION 1 - SOCIAL SERVICES

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 5362

DEPT # 0511

UNIT # 2554

### VEHICLE MISSION

What type of request is this? ☒ Replacement vehicle (go to next section) ☐ Increase to fleet (fill in this section)  
☐ Decommission vehicle (go to Decommission section) ☐ Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

DATE

### VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

Who owns this vehicle? ☒ Leased from Fleet ☐ Agency Owned DOC ID

MAKE Ford

Model Ford Escape U9N

YEAR 2025

COLOR BLUE

K1

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356

USED VEHICLE VIN#

Class 5 MV25 B

### DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2013

MILEAGE 129,895

LICENSE # SA001527

VIN # 3FA6P0G78DR364736

FL7 YY

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED

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☒

APPROVED

☐

DECLINED

EXECUTIVE DIRECTOR, FMD

*Theresa Yuker*

DATE 2/21/25

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Business Organization Detail

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MATTHEW FORD LLC

Organization Information									
Reg. Type	Effective Date	Expiration Date	Filing Date	Owner	Class	Sec. Type	Expiration Date	Verification Reason	
LLC (Limited Liability Company)	1/1/2017		1/1/2017	Domestic	Profit				

Organization Information									
Business Purpose		4411 - Retail Trade - Motor Vehicle and Parts Dealers - Automobile Dealers (new, used)				Capital Stock			
Charter County		Putnam				Control Number			
Charter State		WV				Excess Acres			
At Will Term		A				Member Managed		N/A	
At Will Term Years						Per Value			
Authorized Shares						Young Entrepreneur		Not Specified	

Addresses	
Type	Address
Designated Office Address	308 MID STREET SAINT MARTIN, WV, 26170
Mailing Address	PO BOX 1304 PARKEERSBURG, WV, 26101 USA
Notice of Process Address	MATTHEW MOTOR TRUCK COMPANY P O BOX 1304 PARKEERSBURG, WV, 26101
Principal Office Address	308 MID STREET SAINT MARTIN, WV, 26170 USA
Type	Address

Officers	
Type	Name/Address
Manager	TIMOTHY MATTHEW P O BOX 1304 PARKEERSBURG, WV, 26101
Organizer	MATTHEW MOTOR TRUCK COMPANY P O BOX 1304 PARKEERSBURG, WV, 26101
Type	Name/Address

Annual Reports	
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2023	
2022	
2021	
2020	
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2018	
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Monday, April 7, 2025 — 12:14 PM

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"MATHENY FORD LLC"



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