



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

State of West Virginia Master Agreement

Order Date: 05-15-2025

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:	CMA 0803 0066 DOT6622C026S 4	Procurement Folder:	1069686
Document Name:	6622C026S EQUIPMENT LEASE/RENTAL WITHOUT OPERATOR	Reason for Modification:	
Document Description:	ORIGINAL PROCUREMENT FOLDER: 1024631	Change Order No 03	
Procurement Type:	Central Master Agreement	To Cancel and Reissue	
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-07-11
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-05-14

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000193597 VALLEY SUPPLY & EQUIPMENT COMPANY INC 20332 LEITERSBURG PIKE HAGERSTOWN MD 21742 US Vendor Contact Phone: 301-733-7414 Extension:	Requestor Name: Sherri K Rowan Requestor Phone: (304) 558-9422 Requestor Email: sherri.k.rowan@wv.gov																				
Discount Details:	2025 FILE LOCATION _____																				
<table><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr><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></table>			Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
		Discount Allowed	Discount Percentage	Discount Days																	
#1		No	0.0000	0																	
#2		No																			
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

CR 6-5-25

Total Order Amount:

Open End

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION

DATE: *JA 6-3-25*
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: *6/9/2025*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *6-16-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 03 is issued for administrative purposes only and is intended to cancel the original contract (CMA DOT6622C026S PF#1069686) to change the name of the vendor from Valley Supply & Equipment Company Inc (V/C account 000000193597) to Stephenson Equipment Inc (V/C account 000000160752) and reissue a new contract (CMA DOT2500000029). System limitations require that this contract be given a new number moving forward but the original contract, including all terms, conditions, prices, specifications, and change orders contained therein remain in full force and effect.

Effective date of change: 05/14/2025

New procurement folder: 1698039

New CMA: DOT2500000029

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	24101603			UNIT	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Forklifts - Lease/Rental**Extended Description:**

Lease/Rental of Rough Terrain, Variable Reach, and Warehouse Forklifts

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	24101603			MILE	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Delivery/Mobilization fees Forklifts**Extended Description:**

Delivery/Mobilization fees for Rough Terrain, Variable Reach, and Warehouse Forklifts

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	22101603			UNIT	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Road Wideners - Lease/Rental**Extended Description:**

Road Wideners - Lease/Rental

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	22101603			MILE	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Road Wideners - Delivery/Mobilization

Extended Description:
Road Wideners - Delivery/Mobilization

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	22101607			UNIT	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Asphalt Pavers - Lease/Rental

Extended Description:
Asphalt Pavers - Lease/Rental

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	22101607			MILE	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Asphalt Pavers - Delivery/Mobilization

Extended Description:
Asphalt Pavers - Delivery/Mobilization

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	22101711			UNIT	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Pothole Patchers - Lease/Rental

Extended Description:
Lease/Rental of Pothole Patcher trucks and trailers.

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	22101711			MILE	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Pothole Patchers - Delivery/Mobilization

Extended Description:
Delivery/Mobilization fees for Pothole Patcher trucks and trailers.

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	22101505			UNIT	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Rollers - Lease/Rental

Extended Description:

Lease/Rental of dual drum Trench Rollers and single drum, single padfoot drum, and double drum Rollers.

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	22101505			MILE	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Rollers - Delivery/Mobilization

Extended Description:

Delivery/Mobilization fees for dual drum Trench Rollers and single drum, single padfoot drum, and double drum Rollers.

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	22101509			UNIT	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Backhoes - Lease/Rental

Extended Description:

Lease/Rental of Backhoe Crawlers, Loaders, and Track Loaders

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	22101509			MILE	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Backhoes - Delivery/Mobilization

Extended Description:

Delivery/Mobilization fees for Backhoe Crawlers, Loaders, and Track Loaders

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	22100000			UNIT	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Excavators & Attachments - Lease/Rental

Extended Description:

Lease/Rental of Excavators, Mini Excavators, Wheeled Excavators, Excavators w/Heavy Duty Augers, Excavators w/Integrated Vibratory Pile Drives, Hydraulic Hammer Attachments, Plate Compactor Attachments, Swivel Head w/Ditching Bucket Attachments, Tree Mulcher Attachments, and Truck Mounted Telebooms,

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	22100000			MILE	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Excavators & Attachments - Delivery/Mobilization

Extended Description:

Delivery/Mobilization fees for Excavators, Mini Excavators, Wheeled Excavators, Excavators w/Heavy Duty Augers, Excavators w/Integrated Vibratory Pile Drives, Hydraulic Hammer Attachments, Plate Compactor Attachments, Swivel Head w/Ditching Bucket Attachments, Tree Mulcher Attachments, and Truck Mounted Telebooms,

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	22101528			UNIT	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Force Feed Loader - Lease/Rental

Extended Description:

Force Feed Loader - Lease/Rental

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	22101528			MILE	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Delivery/Mobilization fees for Force Feed Loaders

Extended Description:

Delivery/Mobilization fees for Force Feed Loaders

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	22101600			UNIT	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Asphalt Paving Equipment - Lease/Rental

Extended Description:

Lease/Rental of Asphalt Distributors, Cold Milling Machines, Recyclers, Stabilizers, and Recycler Attachments

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	22101600			MILE	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Asphalt Paving Equipment - Delivery/Mobilization

Extended Description:

Delivery/Mobilization fees for Asphalt Distributors, Cold Milling Machines, Recyclers, Stabilizers, and Recycler Attachments

EQUIPMENT LEASE AND RENTAL WITHOUT OPERATOR - SEE ATTACHED PRICING PAGE



*Proud to be an
Employee-Owned Company*

Pennsylvania Locations:

Harrisburg, PA (3 locations: Corporate HQ | Heavy Equipment & Crane | Public Works & Infrastructure)
Butler, PA • Ebensburg, PA • Philadelphia, PA • Pittsburgh, PA • Wilkes-Barre, PA

New York Locations:

Albany, NY • Syracuse, NY

Maryland Location:

Aberdeen, MD (Service Only)

Corporate Office: 401 Port View Drive Suite 100 • Harrisburg, PA 17111 • Phone: 717-564-3434 • Toll Free: 800-325-6455 • Fax: 717-564-7580

April 3, 2025

Hello:

I am writing to inform you that Valley Supply & Equipment, Inc. (VSE) has been acquired by Stephenson Equipment, Inc. (SEI), effective September 4, 2024.

SEI EIN: 25-1511922

SEI Website: www.stephensorequipment.com

SEI Corporate address: 401 Port View Drive, Suite 100, Harrisburg, PA 17111

Effective immediately, VSE contracts will need to be reassigned to Stephenson Equipment Inc (SEI). Specifically in reference to contract CMA DOT6622C026.

The three locations of VSE will continue to operate as full-service equipment dealerships.

These locations are authorized to act on behalf of SEI with VSE existing vendors & customers.

Updated Mailing Address:

Stephenson Equipment Inc.

20332 Leitersburg Pike

Hagerstown, MD 21742

Updated Remit to Address:

Stephenson Equipment Inc.

20332 Leitersburg Pike

Hagerstown, MD 21742

If you have questions, please do not hesitate to contact me.

Thank you,

A handwritten signature in blue ink, appearing to read "Steve Franz", is written over a blue circular stamp or seal.

Steve Franz

Vice President & CFO

Stephenson Equipment, Inc.

(724) 865-0215

SFranz@stephensorequipment.com



20332 Leitersburg Pike
Hagerstown, MD 21742

April 3, 2025

Contract Renewal and Assignment – CMA DOT6622C026S

To whom it may concern,

Per our discussion, I am writing to inform WV DOT that Valley Supply & Equipment Company has been acquired by Stephenson Equipment Incorporated. Valley Supply & Equipment Company would like to assign contract CMA DOT6622C026S to Stephenson Equipment Inc. All current transaction and communication activities will remain constant after the assignment.

Updated Mailing Address:

Stephenson Equipment Inc.
20332 Leitersburg Pike
Hagerstown, MD 21742

Updated Remit to Address:

Stephenson Equipment Inc.
20332 Leitersburg Pike
Hagerstown, MD 21742


Contacts:

Adam Klein —

Contract Management 301-733-7414, aklein@stephensonequipment.com

Parts Ordering - 301-733-7414

Respectfully,


Adam Klein, President
Valley Supply & Equipment Company

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

VALLEY SUPPLY & EQUIPMENT COMPANY, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	5/25/1982		5/25/1982	Foreign	Profit		2/10/2025	Withdrawal (Foreign)

Organization Information			
Business Purpose	4539 - Retail Trade - Miscellaneous Store Retailers - Other Miscellaneous Store Retailers Including Mobile Home Dealers (pet, art, tobacco)		Capital Stock 0.0000
Charter County			Control Number 0
Charter State	MD	Excess Acres	0
At Will Term			Member <div>Member</div> <div>X Close</div>
At Will Term Years			P Hi, I'm SOLO! I can help you file your Annual Report.
Authorized Shares	0	Ent	

Addresses	
Type	Address
Local Office Address	20332 LIETERSBURG PIKE HAGERSTOWN, MD, 21742
Mailing Address	20332 LEITERSBURG PIKE HAGERSTOWN, MD, 21742 USA
Notice of Process Address	ADAM KLEIN 20332 LEITERSBURG PIKE HAGERSTOWN, MD, 21742
Principal Office Address	20332 LEITERSBURG PIKE HAGERSTOWN, MD, 21742 USA
Type	Address

Officers	
Type	Name/Address
President	ADAM G KLEIN 20332 LEITERSBURG PIKE HAGERSTOWN, MD, 21742
Vice-President	BRANDON KLEIN 20332 LEITERSBURG PIKE HAGERSTOWN, MD, 21742
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	Hi, I'm SOLO! I can help you file your Annual Report.
2020	
2019	
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2017x	
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Date filed

Dissolutions

Action Pending	Approval Request Date	Articles Date	Employment Security Approval Date	Workers Compensation Approval Date	Tax Approval Date
Withdrawal (Foreign)	1/22/2025	2/10/2025	2/10/2025	1/22/2025	2/5/2025
Action Pending	Approval Request Date	Articles Date	Employment Security Approval Date	Workers Compensation Approval Date	Tax Approval Date

× Close

For more information, please contact the Secretary of State's Office at 304-558-8000

Friday, May 23, 2025 — 9:02 AM

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Search All Words e.g., 1606N020Q02 



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Entities

Disaster Response Registry




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[Search Editor](#)

- ☐ Any Words 
- ☒ All Words 
- ☐ Exact Phrase 

e.g., 123456789, Smith Corp.

"Valley Supply & Equipment" ×

Entity ▼

Location ▼

Status ▲

☒ Active

☒ Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>5/23/25</u> Solicitation No. <u>CMA DOT6622C026S</u> <u>CO#3</u>	Agency: WVDOT/DOH Procurement Officer Submitting Requisition: Amber Heath Requisition No. CMA DOT6622C026S PF No.: 1069686
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions www.state.wv.us/admin/purchase/TCP.pdf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

