



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

## State of West Virginia Contract

Order Date: 09-25-2025

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:	CCT 0702 7813 TAX2600000004 3	Procurement Folder:	1722525
Document Name:	JD Power Personal Vehicles	Reason for Modification:	Change Order 1 - To correct dates on terms & conditions
Document Description:	Change Order 1		
Procurement Type:	Central Sole Source		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2025-08-01
Free on Board:		Effective End Date:	2026-07-31

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> VS0000009710 JD POWER 30870 RUSSELL RANCH RD STE 300  WESTLAKE VILLAGE CA 91362 US <b>Vendor Contact Phone:</b> 805-418-8090 <b>Extension:</b>  <b>Discount Details:</b> <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>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			<b>Requestor Name:</b> Anthony W Cooper <b>Requestor Phone:</b> (304) 558-8614 <b>Requestor Email:</b> anthony.w.cooper@wv.gov  <b>2026</b> <b>FILE LOCATION</b> _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748  CHARLESTON WV 25339-1748 US	PROPERTY TAX DIVISION TAX DIVISION OF 1001 LEE STREET EAST  CHARLESTON WV 25301 US

CR 9-29-25

Purchasing Division's File Copy

Total Order Amount: \$535,326.75

<b>PURCHASING DIVISION AUTHORIZATION</b> <i>T. Wang</i> DATE: 9/25/25 ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> <i>John S. Gray</i> DATE: 10/1/25 ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> <i>Cody Kern</i> DATE: 10-1-25 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order 01

Change Order No. 01 is issued for administrative change to correct the contract dates on Section 3. Contract Term; Renewal; Extension of the Terms and Conditions from 6/1/25 to 5/31/26 - to the correct term 8/1/25 to 7/31/26. The original contract including prices, specifications, and change orders contained therein remain in full force and effect.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112501	2000000.00000	EA	0.180000	\$360,000.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** API Used Cars/Light Duty Trucks/ Comm. Trucks/Trailers Value**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112501	50000.00000	EA	0.540000	\$27,000.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** B2B Values**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112501	262.00000	EA	297.000000	\$77,814.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** B2B - Additional Usr Licenses**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112501	1.00000	EA	23504.250000	\$23,504.25
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Specialty Data APO - Motorcycles**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81112501	1.00000	EA	23504.250000	\$23,504.25
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Specialty Data APO - Marine**Extended Description:**



**Eric Nelson**  
Secretary of Revenue

## WEST VIRGINIA TAX DIVISION

**Matthew Irby**  
Tax Commissioner

September 18, 2025

JD Power  
33053 Collection Center Drive  
Chicago, IL 60693-0331

Ref: TAX26\*04

Dear Ms. Duckworth,

The West Virginia State Tax Division, Property Tax Division needs to make a correction to the service dates on the Terms & Conditions that were not changed to 8/1/25 - 7/31/26. They still had the original dates of 6/1/25 - 5/31/26

Please sign below in acknowledgement of the date changes to the Terms & Conditions. There are not any other changes to the contract. Upon acceptance, please return documents via email to [nora.m.adams@wv.gov](mailto:nora.m.adams@wv.gov) or via U.S. Mail at WV State Tax Division, Attn: Operations Division PO Box 11748, Charleston WV 25301-1748.

If you have any questions or need additional information, please contact me at (304) 558-8699.

Sincerely,

*Nora Adams*

Nora Adams, Procurement Specialist  
Operations Division

Accepted by: Brandy Duckworth

Company Name: JD Power

DocuSigned by:  
Signature: Brandy Duckworth  
09E23388C0FB47B...

Title: Director

Date: 9/18/2025

**3. CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

☒ **Term Contract**

**Initial Contract Term:** The Initial Contract Term will be for a period of August 1, 2025 to July 31, 2026. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as \_\_\_\_\_), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to \_\_\_\_\_ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

☐ **Alternate Renewal Term** – This contract may be renewed for \_\_\_\_\_ successive \_\_\_\_\_ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

**Delivery Order Limitations:** In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

☐ **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within \_\_\_\_\_ days.

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>8</u> Date: <u>9/25/25</u>  Solicitation No. <u>CCT TAX26*04</u>	Agency: WV State Tax Department <hr/> Procurement Officer Submitting Requisition: Nora Adams <hr/> Requisition No. CCT TAX26*04 <hr/> PF No.: 1722525
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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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

#### FOR CHANGE ORDERS/RENEWALS:

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

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Business Organization Detail

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J.D. POWER

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	5/15/2023		5/15/2023	Foreign	Profit			

Organization Information			
Business Purpose		Capital Stock	
5419 - Professional, Scientific and Technincal Servies - Professional, Scientific and Technincal Servies - Other Professional/Scientific/Technical Services (marketing research, public opinion polling, photographic, translation & interpretation, veterinary services)			
Charter County		Control Number	9B57J
Charter State	DE	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Mailing Address	320 EAST BIG BEAVER ROAD SUITE 500 TROY, MI, 48083 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	320 EAST BIG BEAVER RD SUITE 500 TROY, MI, 48083 USA
Type	Address

Officers	
Type	Name/Address
Director	JOSEPH DAMOUR 320 EAST BIG BEAVER ROAD SUITE 500 TROY, MI, 48083
Director	PETER MAXWELL 320 EAST BIG BEAVER ROAD SUITE 500 TROY, MI, 48083
President	DAVID HABIGER 320 EAST BIG BEAVER ROAD SUITE 500 TROY, MI, 48083
Secretary	JOSEPH DAMOUR 320 EAST BIG BEAVER ROAD SUITE 500

Hi, I'm SOLO! I can help you file your Annual Report.

	TROY, MI, 48083
Treasurer	PETER MAXWELL 320 EAST BIG BEAVER ROAD SUITE 500 TROY, MI, 48083
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
J.D. POWER CORPORATION	FORCED DBA	5/15/2023	
DBA Name	Description	Effective Date	Termination Date

Annual Reports	
Filed For	
2025	
2024	
Date filed	

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

Thursday, September 25, 2025 — 4:10 PM

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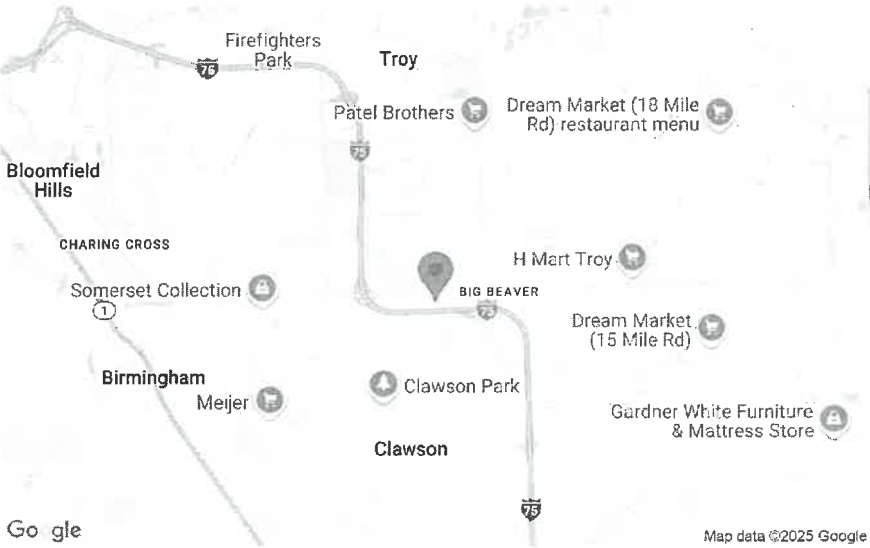
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# J.D. Power Headquarters and Office Locations (/jd-power-and-associates)


J.D. Power is headquartered in Troy, 320 East Big Beaver Road, Suite 500, United States, and has 16 office locations.




## Locations

Country	City	Address	
United States	Troy	320 East Big Beaver Road, Suite 500	HQ
United States	Chicago	55 E Monroe St	
United States	New York	112 W 34th St	
United States	Orlando	301 E Pine St #750	
United States	Westlake Village	30870 Russell Ranch Rd #300	
Brazil	São Paulo	8501, Av. das Nações Unidas,	
Canada	Toronto	161 Bay St	
China	Chaoyang Qu	Suite 2101, 21/F Tower D, Beijing CITC A6, Jian Guo Men 1	
China	Jingan Qu	1515 Nan Jing Xi Lu	
Germany	München	13A Theresienhöhe	
Lorem	Lorem ipsum	Lorem 320 Sit, Amet - 503, Ipsum	
Lorem	Lorem ipsum	Lorem 320 Sit, Amet - 503, Ipsum	


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