



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at [wvOASIS.gov](http://wvOASIS.gov). As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at [WVPurchasing.gov](http://WVPurchasing.gov) with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 2

List View

- General Information**
- Contact
- Default Values
- Discount
- Document Information
- Clarification Request

Procurement Folder: 1316907  
 Procurement Type: Statewide MA (Open End)  
 Vendor ID: 000000200051   
 Legal Name: MATHENY MOTOR TRUCK CO  
 Alias/DBA:  
 Total Bid: \$0.00  
 Response Date: 11/28/2023   
 Response Time: 10:17  
 Responded By User ID: Matheny2014   
 First Name: Randy  
 Last Name: Terrell  
 Email: rterrell@mathenymotors.com  
 Phone: 3044854418

SO Doc Code: CRFQ  
 SO Dept: 0212  
 SO Doc ID: SWC2400000002  
 Published Date: 11/8/23  
 Close Date: 11/28/23  
 Close Time: 13:30  
 Status: Closed  
 Solicitation Description: VARIOUS SCHOOL BUSES FY2023-24 School Year  
 Total of Header Attachments: 2  
 Total of All Attachments: 2



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder:** 1316907  
**Solicitation Description:** VARIOUS SCHOOL BUSES FY2023-24 School Year  
**Proc Type:** Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2023-11-28 13:30	SR 0212 ESR11282300000002542	1

**VENDOR**  
 000000200051  
 MATHENY MOTOR TRUCK CO

**Solicitation Number:** CRFQ 0212 SWC2400000002  
**Total Bid:** 0  
**Response Date:** 2023-11-28  
**Response Time:** 10:17:42  
**Comments:** None

**FOR INFORMATION CONTACT THE BUYER**

Mark A Atkins  
 (304) 558-2307  
 mark.a.atkins@wv.gov

**Vendor Signature X** **FEIN#** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	VARIOUS BUS UNITS	0.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
25101500			

**Commodity Line Comments:**

**Extended Description:**

VARIOUS BUS UNITS:

Note: Vendor shall complete the Exhibit\_A Pricing Pages (REVISED 11/07/2023) for bid pricing and must attach with bid.

If vendor is submitting a bid online via wvOasis, Vendor should enter \$0.00 in the wvOasis commodity line and attach the Exhibit\_A Pricing Pages to their bid.

See Section #6 BID SUBMISSION in the Instructions to Bidders document for additional information.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	DELIVERY TO CHARLESTON, WV	0.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
78121603			

**Commodity Line Comments:**

**Extended Description:**

DELIVERY:

Note: Vendor shall complete the Exhibit\_A Pricing Pages (REVISED 11/07/2023) for bid pricing and must attach with bid.

If vendor is submitting a bid online via wvOasis, Vendor should enter \$0.00 in the wvOasis commodity line and attach the Exhibit\_A Pricing Pages to their bid.

See Section #6 BID SUBMISSION in the Instructions to Bidders document for additional information.



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

State of West Virginia  
 Centralized Request for Quote  
 Vehicles

Proc Folder: 1316907		Reason for Modification: ADDENDUM_1	
Doc Description: VARIOUS SCHOOL BUSES FY2023-24 School Year			
Proc Type: Statewide MA (Open End)			
Date Issued	Solicitation Closes	Solicitation No	Version
2023-11-08	2023-11-28 13:30	CRFQ 0212 SWC2400000002	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Customer Code: 000000200051  
 Vendor Name : Matheny Motor Truck Co.  
 Address : P.O. Box 1304  
 Street :  
 City : Parkersburg  
 State : WV Country : US Zip : 26102  
 Principal Contact : Larry Fowler  
 Vendor Contact Phone: 304-485-4410 Extension: 2544

**FOR INFORMATION CONTACT THE BUYER**

Mark A Atkins  
 (304) 558-2307  
 mark.a.atkins@wv.gov

Vendor Signature X  FEIN# 55-0320770 DATE 11/28/2023

All offers subject to all terms and conditions contained in this solicitation

**1. TRANSIT UNITS:**

**71 PASSENGER**

	230HP, FE	\$	134,552.00		
	230HP, RE	\$	143,894.00		
	ELECTRIC		NO BID		
	GASOLINE		NO BID		
DELIVERY TO CHARLESTON, WV - DIESEL		\$	650.00		
DELIVERY TO CHARLESTON, WV - ELECTRIC					
DELIVERY TO CHARLESTON, WV - GASOLINE					

**77 PASSENGER**

	230HP, FE	\$	141,134.00		
	230HP, RE	\$	150,927.00		
	ELECTRIC		NO BID		
	GASOLINE		NO BID		
DELIVERY TO CHARLESTON, WV - DIESEL		\$	650.00		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$	-		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$	-		

**84 PASSENGER**

	245HP, FE	\$	144,607.00		
	245HP, RE	\$	156,457.00		
	ELECTRIC	\$	-		
	GASOLINE	\$	-		
DELIVERY TO CHARLESTON, WV - DIESEL		\$	650.00		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$	-		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$	-		

**89 PASSENGER**

	245HP, FE	\$	144,836.00		
	245HP, RE	\$	157,184.00		
	ELECTRIC	\$	-		
	GASOLINE	\$	-		
DELIVERY TO CHARLESTON, WV - DIESEL		\$	650.00		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$	-		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$	-		

**2. CONVENTIONAL UNITS:**

**24 PASSENGER**

TYPE A	130HP	NO BID		
TYPE A	LPG Fueled	NO BID		
TYPE A	Gasoline	\$ 86,826.00		
TYPE A	Electric	\$ 259,723.00		
DELIVERY TO CHARLESTON, WV		\$ 1,500.00		

**30 PASSENGER**

TYPE A	130HP	NO BID		
TYPE A	LPG Fueled	NO BID		
TYPE A	Gasoline	\$ 87,329.00		
TYPE A	Electric	\$ 260,226.00		
DELIVERY TO CHARLESTON, WV		\$ 1,500.00		

**35 PASSENGER**

	Regular - 200HP	\$ 102,708.00		
	Regular - LPG Fueled	NO BID		
	Regular - Gasoline	\$ 112,708.00		
	Regular - Electric	NO BID		
DELIVERY TO CHARLESTON, WV		\$ 650.00		

**47 PASSENGER**

	Regular - 220HP	\$ 109,724.00		
	Regular - LPG Fueled	NO BID		
	Regular - 210HP	\$ 109,724.00		
	Regular - Electric	NO BID		
	Regular - Gasoline	\$ 119,724.00		
DELIVERY TO CHARLESTON, WV - F/47 Diesel		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/47 Propane		\$ -		
DELIVERY TO CHARLESTON, WV - F/47 Gasoline		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/ ELECTRIC		\$ -		

**2. CONVENTIONAL UNITS:**

<b>53 PASSENGER</b>			
	Regular - 220HP	\$ 112,688.00	
	Regular - LPG Fueled	NO BID	
	Regular - 210HP	\$ 112,688.00	
	Regular - Electric	NO BID	
	Regular - Gasoline	\$ 122,688.00	
DELIVERY TO CHARLESTON, WV - F/53 Diesel		\$ 650.00	
DELIVERY TO CHARLESTON, WV - F/53 Propane		\$ -	
DELIVERY TO CHARLESTON, WV - F/53 Gasoline		\$ 650.00	
DELIVERY TO CHARLESTON, WV - F/Electric		\$ -	
<b>59 PASSENGER</b>			
	Regular - 220HP	\$ 116,237.00	
	Regular - LPG Fueled	NO BID	
	Regular - Electric	NO BID	
	Regular - Gasoline	\$ 126,237.00	
DELIVERY TO CHARLESTON, WV - F/59 Diesel		\$ 650.00	
DELIVERY TO CHARLESTON, WV - F/59 Propane		\$ -	
DELIVERY TO CHARLESTON, WV - F/59 Gasoline		\$ 650.00	
DELIVERY TO CHARLESTON, WV - F/ Electric		\$ -	
<b>65 PASSENGER</b>			
	Regular - 230HP	\$ 120,676.00	
	Regular - LPG Fueled	NO BID	
	Regular - Electric	\$ 367,123.00	
	Regular - Gasoline	\$ 130,676.00	
DELIVERY TO CHARLESTON, WV - F/65 Diesel		\$ 650.00	
DELIVERY TO CHARLESTON, WV - F/65 Propane		\$ -	
DELIVERY TO CHARLESTON, WV - F/65 Gasoline		\$ 650.00	
DELIVERY TO CHARLESTON, WV - F Electric		\$ 1,500.00	



**2. CONVENTIONAL UNITS:**

**71 PASSENGER**

	Regular - 230HP	\$ 120,983.00		
	Regular - LPG Fueled	NO BID		
	Regular - Electric	\$ 367,540.00		
	Regular - Gasoline	\$ 130,983.00		
DELIVERY TO CHARLESTON, WV - F/71 Diesel		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/71 Propane		\$ -		
DELIVERY TO CHARLESTON, WV - F/71 Gasoline		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F / Electric		\$ 1,500.00		

**77 PASSENGER**

	Regular - 230HP	\$ 128,135.00		
	Regular - LPG Fueled	NO BID		
	Regular - Electric	\$ 371,569.00		
	Regular - Gasoline	\$ 135,135.00		
DELIVERY TO CHARLESTON, WV - F/77 Diesel		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/77 Propane		\$ -		
DELIVERY TO CHARLESTON, WV - F/77 Gasoline		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/ Electric		\$ 1,500.00		

**81 PASSENGER**

	Regular - 230HP	\$ 128,296.00		
	Regular - LPG Fueled	NO BID		
	Regular - Electric	\$ 371,730.00		
	Regular - Gasoline	\$ 135,296.00		
DELIVERY TO CHARLESTON, WV - F/81 Diesel		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/81 Propane		\$ -		
DELIVERY TO CHARLESTON, WV - F/81 Gasoline		\$ 650.00		
DELIVERY TO CHARLESTON, WV - F/ Electric		\$ 1,500.00		

**83 PASSENGER**

	Regular - 230HP	NO BID		
	Regular - LPG Fueled	NO BID		
	Regular - Electric	NO BID		
	Regular - Gasoline	NO BID		
DELIVERY TO CHARLESTON, WV - F/83 Diesel		\$ -		
DELIVERY TO CHARLESTON, WV - F/83 Propane		\$ -		
DELIVERY TO CHARLESTON, WV - F/83 Gasoline		\$ -		
DELIVERY TO CHARLESTON, WV - F/ Electric		\$ -		

**3. SPECIAL NEEDS - CONVENTIONAL UNITS:**

**35 PASSENGER**

	200HP	NO BID		
	LPG Fueled	NO BID		
	Electric	NO BID		
	GASOLINE	NO BID		
DELIVERY TO CHARLESTON, WV - DIESEL		\$ -		
DELIVERY TO CHARLESTON, WV - LPG		\$ -		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$ -		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$ -		

**47 PASSENGER**

	220HP	\$ 117,579.00		
	LPG Fueled	NO BID		
	Electric	NO BID		
	GASOLINE	\$ 127,579.00		
DELIVERY TO CHARLESTON, WV - DIESEL		\$ 650.00		
DELIVERY TO CHARLESTON, WV - LPG		\$ -		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$ -		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$ 650.00		

**53 PASSENGER**

	220HP	\$ 121,339.00		
	LPG Fueled	NO BID		
	Electric	NO BID		
	GASOLINE	\$ 131,339.00		
DELIVERY TO CHARLESTON, WV - DIESEL		\$ 650.00		
DELIVERY TO CHARLESTON, WV - LPG		\$ -		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$ -		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$ 650.00		

**59 PASSENGER**

	220HP	\$ 125,650.00		
	LPG Fueled	NO BID		
	Electric	NO BID		
	GASOLINE	\$ 135,650.00		
DELIVERY TO CHARLESTON, WV - DIESEL		\$ 650.00		
DELIVERY TO CHARLESTON, WV - LPG		\$ -		
DELIVERY TO CHARLESTON, WV - ELECTRIC		\$ -		
DELIVERY TO CHARLESTON, WV - GASOLINE		\$ 650.00		

**3. SPECIAL NEEDS - CONVENTIONAL UNITS:**

**65 PASSENGER**

	<b>230HP</b>	<b>\$ 129,115.00</b>		
	<b>LPG Fueled</b>	<b>NO BID</b>		
	<b>Electric</b>	<b>\$ 374,273.00</b>		
	<b>GASOLINE</b>	<b>\$ 139,115.00</b>		
<b>DELIVERY TO CHARLESTON, WV - DIESEL</b>		<b>\$ 650.00</b>		
<b>DELIVERY TO CHARLESTON, WV - LPG</b>		<b>\$ -</b>		
<b>DELIVERY TO CHARLESTON, WV - ELECTRIC</b>		<b>\$ 1,500.00</b>		
<b>DELIVERY TO CHARLESTON, WV - GASOLINE</b>		<b>\$ 650.00</b>		

**71 PASSENGER**

	<b>230HP</b>	<b>\$ 129,484.00</b>		
	<b>LPG Fueled</b>	<b>No BID</b>		
	<b>Electric</b>	<b>\$ 373,838.00</b>		
	<b>GASOLINE</b>	<b>\$ 139,484.00</b>		
<b>DELIVERY TO CHARLESTON, WV - DIESEL</b>		<b>\$ 650.00</b>		
<b>DELIVERY TO CHARLESTON, WV - LPG</b>		<b>\$ -</b>		
<b>DELIVERY TO CHARLESTON, WV - ELECTRIC</b>		<b>\$ 1,500.00</b>		
<b>DELIVERY TO CHARLESTON, WV - GASOLINE</b>		<b>\$ 650.00</b>		

**77 PASSENGER**

	<b>230HP</b>	<b>\$ 135,682.00</b>		
	<b>LPG Fueled</b>	<b>NO BID</b>		
	<b>Electric</b>	<b>\$ 377,729.00</b>		
	<b>GASOLINE</b>	<b>\$ 142,682.00</b>		
<b>DELIVERY TO CHARLESTON, WV - DIESEL</b>		<b>\$ 650.00</b>		
<b>DELIVERY TO CHARLESTON, WV - LPG</b>		<b>\$ -</b>		
<b>DELIVERY TO CHARLESTON, WV - ELECTRIC</b>		<b>\$ 1,500.00</b>		
<b>DELIVERY TO CHARLESTON, WV - GASOLINE</b>		<b>\$ 650.00</b>		

**3. SPECIAL NEEDS - CONVENTIONAL UNITS:**

<b>81 PASSENGER</b>				
	<b>230HP</b>	<b>\$</b>	<b>135,836.00</b>	
	<b>LPG Fueled</b>		<b>NO BID</b>	
	<b>Electric</b>		<b>NO BID</b>	
	<b>GASOLINE</b>	<b>\$</b>	<b>142,836.00</b>	
<b>DELIVERY TO CHARLESTON, WV - DIESEL</b>		<b>\$</b>	<b>650.00</b>	
<b>DELIVERY TO CHARLESTON, WV - LPG</b>		<b>\$</b>	<b>-</b>	
<b>DELIVERY TO CHARLESTON, WV - ELECTRIC</b>		<b>\$</b>	<b>-</b>	
<b>DELIVERY TO CHARLESTON, WV - GASOLINE</b>		<b>\$</b>	<b>650.00</b>	
<b>83 PASSENGER</b>				
	<b>230HP</b>		<b>NO BID</b>	
	<b>LPG Fueled</b>		<b>NO BID</b>	
	<b>Electric</b>		<b>NO BID</b>	
	<b>GASOLINE</b>		<b>NO BID</b>	
<b>DELIVERY TO CHARLESTON, WV - DIESEL</b>		<b>\$</b>	<b>-</b>	
<b>DELIVERY TO CHARLESTON, WV - LPG</b>		<b>\$</b>	<b>-</b>	
<b>DELIVERY TO CHARLESTON, WV - ELECTRIC</b>		<b>\$</b>	<b>-</b>	
<b>DELIVERY TO CHARLESTON, WV - GASOLINE</b>		<b>\$</b>	<b>-</b>	

**DELIVERY:**

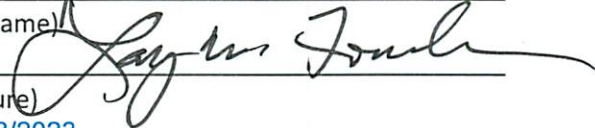
Bidders must state number of days after receipt of order (ARO) for bus delivery. Number of days for delivery shall be no greater than 180 calendar days. This does not include "letters of intent".

Buses will be delivered within 180 \* calendar days of ARO.

*As a result of our continued supply chain issues production days will exceed 180.*

Vendor Name: Matheny Motor Truck Co.  
Address: P.O. Box 1304  
Parkersburg, WV 26102  
Phone: 304-485-4410 ext. 2544  
Fax: 304-489-0061  
Email: lfowler@mathenymotors.com

Vendor's Representative:

Larry Fowler  
(Print Name)  
  
(Signature)  
11/28/2023  
(Date)



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

State of West Virginia  
 Centralized Request for Quote  
 Vehicles

<b>Proc Folder:</b> 1316907		<b>Reason for Modification:</b>	
<b>Doc Description:</b> VARIOUS SCHOOL BUSES FY2023-24 School Year		ADDENDUM_1	
<b>Proc Type:</b> Statewide MA (Open End)			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2023-11-08	2023-11-28 13:30	CRFQ 0212 SWC2400000002	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

**Vendor Customer Code:** 000000200051  
**Vendor Name :** Matheny Motor Truck Co.  
**Address :** P.O. Box 1304  
**Street :**  
**City :** Parkersburg  
**State :** WV **Country :** US **Zip :** 26102  
**Principal Contact :** Larry Fowler  
**Vendor Contact Phone:** 304-485-4410 **Extension:** 2544

**FOR INFORMATION CONTACT THE BUYER**

Mark A Atkins  
 (304) 558-2307  
 mark.a.atkins@wv.gov

Vendor  
 Signature X

FEIN# 55-0320770

DATE 11/28/2023

All offers subject to all terms and conditions contained in this solicitation

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO SWC240000002**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Matheny Motor Truck Co.

	Company
<hr/>	Authorized Signature
11/28/2023	
<hr/>	Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

**ADDITIONAL INFORMATION**

ADDENDUM\_1 is issued for the following:

- 1) To move the bid opening date from 11/16/2023 to 11/28/2023 at 1:30 pm EST.
- 2) To attach the Vendor Questions and Answers.
- 3) To publish the Exhibit\_A Pricing Pages (Revised 11/07/2023).

NO OTHER CHANGES.

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education to establish an open-end contract for School Buses. The Contract may be utilized by West Virginia State agencies and all political subdivisions of the State in all 55 counties in accordance with West Virginia Code 5A-3-11e, per the attached documents.

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	VARIOUS BUS UNITS	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
25101500			

**Extended Description:**  
VARIOUS BUS UNITS:

Note: Vendor shall complete the Exhibit\_A Pricing Pages (REVISED 11/07/2023) for bid pricing and must attach with bid.

If vendor is submitting a bid online via wvOasis, Vendor should enter \$0.00 in the wvOasis commodity line and attach the Exhibit\_A Pricing Pages to their bid.

See Section #6 BID SUBMISSION in the Instructions to Bidders document for additional information.



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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	DELIVERY TO CHARLESTON, WV	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78121603			

**Extended Description:**  
DELIVERY:

Note: Vendor shall complete the Exhibit\_A Pricing Pages (REVISED 11/07/2023) for bid pricing and must attach with bid.

If vendor is submitting a bid online via wvOasis, Vendor should enter \$0.00 in the wvOasis commodity line and attach the Exhibit\_A Pricing Pages to their bid.

See Section #6 BID SUBMISSION in the Instructions to Bidders document for additional information.

SCHEDULE OF EVENTS
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<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Technical Questions due by 10:00am EST	2023-11-06

	Document Phase	Document Description	Page
SWC2400000002	Final	VARIOUS SCHOOL BUSES FY2023-24 School Year	4

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

REQUEST FOR QUOTATION  
CRFQ SWC240000002  
SCHOOL BUSES  
(CMA SBUS24)

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**SPECIFICATIONS**

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education to establish an open-end contract for School Buses. The Contract may be utilized by West Virginia State agencies and all political subdivisions of the State in all 55 counties in accordance with West Virginia Code 5A-3-11e.
  
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
  - 2.1 **“Desired Item” or “Desired Items”** means the list of buses identified on the pricing pages.
  
  - 2.2 **“Pricing Pages”** means the schedule of prices, estimated order quantity, and totals attached hereto as **Exhibit\_A** and used to evaluate the RFQ.
  
  - 2.3 **“RFQ”** means the official request for quotation published by the Purchasing Division and identified as SBUS24.
  
3. **GENERAL REQUIREMENTS:**
  - 3.1 **Desired Items and Mandatory Requirements:** Vendor shall provide the Agency with the Desired Items listed on the pricing pages on an open-end and continuing basis. Desired Items must meet or exceed the mandatory requirements as shown below.
    - 3.1.1 **Site Visits:**
      - 3.1.1.1 The State of West Virginia and/or County Boards of Education reserve the right for representatives to visit production facilities of successful bidders prior to and/or during construction of the units for the purpose of observing production and quality control.
  
      - 3.1.1.2 School bus manufacturers will construct a pilot unit for each bus type (conventional, transit and special needs) and provide expenses for approval by the Executive Director or WVDE representative, Office of School Transportation and the WVDE designated inspector to visit the factory or dealership location prior to assembly line production of West Virginia school buses 2024. (This location is subject to change in the year 2025). When such dealership location is visited by WVDE Executive Director, or its representative and the

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designated inspector, a factory representative must be present during the rest of the pilot inspection to offer answers and clarification to questions and any concerns that may be brought up during the inspection.

**3.1.2 Line Setting Tickets:**

**3.1.2.1** Line setting tickets shall be furnished by the manufacturer for all vehicles.

**3.1.3 Application for Title:**

**3.1.3.1** Successful bidder will issue application for title at least 20 working days prior to the anticipated delivery date of completed units. A 5-day advance notification to the ordering agency must be given prior to the actual delivery date.

**3.1.4 School Bus Requirements - Commodity Line Items 1 through 100:**

**3.1.4.1** School buses must conform to WEST VIRGINIA MINIMUM REQUIREMENTS FOR DESIGN AND EQUIPMENT OF SCHOOL BUSES REGULATIONS, PROCEDURES, AND SPECIFICATIONS FOR THE DESIGN AND EQUIPMENT OF SCHOOL BUSES (POLICY 4336), 2020 REVISION Attachment A and includes Attachment B, WEST VIRGINIA MINIMUM, REQUIERMENTS FOR DESIGN AND EQUIPMENT OF ELECTRIC SCHOOL BUSES.

**3.1.4.2** **ADDITIONAL REQUIREMENTS FOR SCHOOL YEAR 2023-2024:**

**NOTE:** Any component supplied by a bidder as an equivalent (where equivalent is permitted in the Minimum Requirements) must have prior approval, in writing, from the Executive Director or WVDE representative, Office of School Transportation. All requests must be presented to the Purchasing Division directly via email to [mark.a.atkins@wv.gov](mailto:mark.a.atkins@wv.gov) prior to the Question Deadline. Responses shall be issued by formal addenda.

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**3 CONTRACT AWARD:**

- 3.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Desired Items. This is a multiple award; the Contract shall be awarded to the Vendor(s) that provides the Desired Item(s) meeting the required specifications.

Bids shall be accepted from all bidders who shall then be awarded contracts if they meet the state board's "Minimum Standards for Design and Equipment of School Buses" (see **Attachment A and Attachment B**). County Boards of Education may select from those bidders who have been awarded contracts and shall pay the difference between the state aid formula amount and the actual cost of bus replacement. Any or all bids may be rejected.

- 3.2 Pricing Section:** Vendor should complete the Pricing Section by completing the unit price of each of the commodity line items listed in WVOASIS. Vendor should complete the Pricing Section in their entirety as failure to do so may result in Vendor's bids being disqualified.

The Pricing Section contain a list of Desired Items. The Estimated quantity is **250 – 300 units**. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

- 3.3** Vendors who wish to respond to the Request of Quotation (CRFQ) online may submit information through the State's WVOASIS Vendor Self Service (VSS). Vendors should download the **EXHIBIT\_A – SBUS24 Pricing Pages** that is attached separately to the CRFQ and published in VSS. Vendors should complete this form with their prices information and include it as an attachment to their online responses.

If unable to respond online, Vendors must submit the **EXHIBIT\_A – SBUS24 Pricing Pages** with your bid prior to the scheduled bid opening and time.

Notwithstanding the foregoing, the Purchasing Division may correct errors at its discretion. Vendor should type or electronically enter the information into the Pricing Pages to prevent errors in the evaluation. The Pricing Pages were created as a word document and Vendor can request an electronic copy for bid purposes by sending an email request to the following address: [mark.a.atkins@wv.gov](mailto:mark.a.atkins@wv.gov)

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**4 ORDERING AND PAYMENT:**

- 4.1 Ordering:** Vendor shall accept orders by regular mail, facsimile, e-mail, or any other written forms of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Any on-line ordering system must have the capability to restrict prices and available items to conform to the Catalog originally submitted with this RFQ. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.
- 4.2 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia. Payment in advance is not permitted under this Contract.

**Vendor is not required to accept the State of West Virginia Purchasing Card as payment in the resulting contract.**

Payment by counties to the successful bidders will be made upon acceptance of completed units by county boards of education. (Acceptance means when a county has determined that ALL manufacturer responsibilities have been met.)

West Virginia Minimum Requirements for Design and Equipment of School Buses, 2020 Revision may be obtained from:

WVDE, Purchasing Section  
Office of Internal Operations  
WV Department of Education  
1900 Kanawha Blvd., Bldg. 6, Room 700  
Charleston, WV 25305  
Phone - (304) 558-2686

**5 DELIVERY AND RETURN:**

- 5.1 Delivery Time:** Vendor shall deliver standard orders within 180 calendar days after orders are received. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.
- 5.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

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Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

- 5.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.
- 5.4 Return of Unacceptable Items:** If the Agency deems the Desired Items to be unacceptable, the Desired Items shall be returned to Vendor at Vendor's expense and with no restocking charge. The vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.
- 5.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

**6 MISCELLANEOUS:**

- 6.1 No Substitutions:** Vendor shall supply only Desired Items submitted in response to the RFQ. Vendor shall not supply substitute items without Purchasing Division approval.
- 6.2 Vendor Supply:** Vendor must carry sufficient inventory of the Desired Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Desired Items contained in its bid response.
- 6.3 Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.



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**6.4 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract.

**Contract Manager:** Larry Fowler  
**Vendor's Name:** Matheny Motor Truck Co.  
**Vendor's FEIN:** 55-0320770  
**Vendor's Address:** P.O Box 1304  
Parkersburg, WV 26102  
**Telephone Number:** 304-485-4410 Ext. 2544  
**Fax Number:** 304-489-0061  
**Email Address:** lfowler@mathenymotors.com





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> United Security Agency, Inc. 139 W. Main Street Bridgeport WV 26330	<b>CONTACT NAME:</b> Carla Dobbins	
	<b>PHONE (A/C, No, Ext):</b> 304-848-2642	<b>FAX (A/C, No):</b> 304-842-7321
<b>E-MAIL ADDRESS:</b> cdobbins@unitedsecurityagency.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Matheny Motor Truck Company PO Box 1304 Parkersburg WV 26102	<b>INSURER A:</b> ERIE INSURANCE GROUP 26830	
	<b>INSURER B:</b> Erie Insurance Exchange 26271	
	<b>INSURER C:</b> Erie Insurance Company 26263	
	<b>INSURER D:</b> TRAVELERS 25674	
	<b>INSURER E:</b> Erie Ins Co Of NY 16233	
	<b>INSURER F:</b> Fifthwall ECI LLC	


**COVERAGES**                      **CERTIFICATE NUMBER:** 1667948114                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		Q43-5150707 - WV Q43-0156147 - VA, MD & OH	7/1/2023 7/1/2023	7/1/2024 7/1/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	\$ 1,000,000 \$ 1,000,000 \$ 5,000 \$ 1,000,000 \$ 2,000,000 \$ 2,000,000 \$
B B A C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> Garage Liab. <input checked="" type="checkbox"/> Contingent L	Y		Q07-0181496 - VA Q07-0181495 - MD Q07-5180942 - WV Q07-5180941 - OH	7/1/2023 7/1/2023 7/1/2023 7/1/2023	7/1/2024 7/1/2024 7/1/2024 7/1/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$ 1,000,000 \$ \$ \$
A D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			Q31-5170364 2S53238A	7/1/2023 7/1/2023	7/1/2024 7/1/2024	EACH OCCURRENCE AGGREGATE	\$ 10,000,000 \$ 10,000,000 \$
E	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	Q91-5102550	7/1/2023	7/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER WV Broad Form E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$ 1,000,000 \$ 1,000,000 \$ 1,000,000
A A F	Garage Keepers Blanket Buildings & BPP Cyber Liability			Q07-5180942 Q43-5150707 2-CIA-WV-17-S0112247-01	7/1/2023 7/1/2023 7/1/2023	7/1/2024 7/1/2024 7/1/2024	Garage Keepers Blanket Bldings & BPP Cyber Liability	Included 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Named Insured's include: The Matheny Family Limited Partnership, Matheny Ford, LLC, Matheny Insurance Services, LLC, Matheny B-P-G AD Group, LLC, MMT Management Company, Allied Freightliner, LLC, Allied Truck Leasing, LLC, Matheny Fire and Emergency LLC, Hino Trucks of Williamstown, LLC, Allied Holdings, LLC, Matheny Motors, Inc., Matheny Towing & Equipment LLC, Allied Partners, LLC, Allied Limited, LLC, BlennHaven, LLC, Allied Capital LLC, GreenPower of WV, LLC, Premier GAP, LLC  
 State of West Virginia is listed as Additional Insured pertaining to the General and Automobile Liability policies. 30 day notice of cancellation applies.

**CERTIFICATE HOLDER****CANCELLATION**

State of West Virginia 1900 Kanawha Blvd E Bldg 5 Charleston WV 25305	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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