



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

Purchase Order

PURCHASE ORDER NO.
MV07F

PAGE
1

BLANKET RELEASE
00

CORRECT PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS PURCHASE ORDER SHOULD BE DIRECTED TO THE BUYER AS NOTED BELOW.

CHANGE ORDER

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

INVOICE TO

DEPARTMENT OF ADMINISTRATION
 ACCOUNTING SECTION
 2019 WASHINGTON STREET, EAST
 POST OFFICE BOX 50121
 CHARLESTON, WV

25305-0121

VENDOR

*709040521 304-927-2490
 JACK GARRETT FORD INC
 PO BOX 28
 SPENCER WV 25276

SHIP TO

AGENCY COPY

ALL STATE AGENCIES AND POLITICAL SUBDIVISIONS (LOCATION AS INDICATED BY CONTRACT ORDER)

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
10/19/2006		NET 30		550433331			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
<p>BLANKET OPEN-END STATEWIDE CONTRACT</p> <p>THIS CONTRACT IS TO SUPPLY 2007 MOTOR VEHICLES (OR CURRENT MODEL YEAR) TO ALL WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS, PER THE ATTACHED LIST OF VEHICLE CLASSES AWARDED THROUGH THIS CONTRACT.</p> <p>THIS AWARD IS PER THE FOLLOWING:</p> <ol style="list-style-type: none"> 1. REQUEST FOR QUOTATION DATED 8/15/06 AND ALL ADDENDA THERETO 2. SPECIFICATIONS, FOUR PAGES, DATED 8/16/06 3. VENDOR'S BID (UNDATED) <p>ALL RELEASE ORDERS FOR STATE AGENCIES MUST BE SUBMITTED TO THE PURCHASING DIVISION FOR PROCESSING.</p> <p>AGENCY REQUEST SHOULD BE SUBMITTED WITH A WV-35 AND ATTACH THE COMPLETED VEHICLE ORDER FORM FOR EACH TYPE OF VEHICLE ORDERED. (SEE THE ATTACHED FORM.)</p>							

WV STATE PURCHASING DIVISION
 ADMINISTRATION UNIT
 CERTIFIED ENCUMBERED

OCT 31 2006

Beverly Toler

APPROVED FOR

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE *10/19/06*

OPEN END

TOTAL

Dwayne Wayfield

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY *Betty Francisco* 304-558-0468
 PURCHASING DIVISION AUTHORIZED SIGNATURE

**GENERAL TERMS & CONDITIONS
PURCHASE ORDER/CONTRACT**

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of acceptance of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all Federal, State and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this Order will: [a] conform to the specifications, drawings, samples or other description furnished or specified by the Buyer; [b] be merchantable and fit for the purpose intended; and/or [c] be free from defect in material and workmanship.
8. **CANCELLATION:** The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the Seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract is automatically null and void, and is terminated without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.



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ACCOUNTING SECTION
 2019 WASHINGTON STREET, EAST
 POST OFFICE BOX 50121
 CHARLESTON, WV
 25305-0121

***709040521** 304-927-2490
 JACK GARRETT FORD INC
 PO BOX 28
 SPENCER WV 25276

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 (LOCATION AS INDICATED BY
 CONTRACT ORDER)

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
10/19/2006		NET 30		550433331			
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BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
0001	10/31/2006	EA	070-06-01-000		.00000		
POLITICAL SUBDIVISIONS SHOULD CONTACT THE VENDOR DIRECTLY TO MAKE A PURCHASE THROUGH THIS CONTRACT.							
2007 (OR CURRENT MODEL YEAR) MOTOR VEHICLES EXHIBIT 2							
LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON OCTOBER 25, 2006, AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING THIRTY (30) DAYS WRITTEN NOTICE.							
UNLESS SPECIFIC PROVISIONS ARE STIPULATED IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS, AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.							
RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL							

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE



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VENDOR	*709040521 304-927-2490
	JACK GARRETT FORD INC
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BEST WAY	DESTINATION	PREPAID	MUL-MUL		
LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE	AMOUNT
	DELIVERY DATE	CAT. NO.	ITEM NUMBER		
<p>BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK).</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIES BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN EQUIPMENT CONTRACT ORDER (FORM NUMBER WV-35) FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL</p>					

F APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

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 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE



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BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
	WV-35 MUST BE SENT TO THE PURCHASING DIVISION OF THE DEPARTMENT OF ADMINISTRATION. AFTER APPROVAL AND ENCUMBRANCE, ONE COPY OF THE PURCHASE ORDER WILL BE RETURNED TO THE SPENDING UNIT AND ONE COPY FORWARDED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT. NO ORDER IS VALID UNLESS APPROVED AND ENCUMBERED BY THE PURCHASING DIVISION. BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.						

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 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE

MV07F	JACK GARRETT FORD	
CLASS	MODEL	PRICE
CLASS 1	FOCUS, GAS P34	\$ 11,239.75
CLASS 9	RANGER, GAS R10	\$ 10,095.50
CLASS 25	ECONOLINE XL, GAS E150	\$ 16,055.40

CLASS 1 AUTOMOBILE
 Compact, 4 Door Sedan,
 Front Wheel Drive, Wheelbase 95"

070-06-01-000

Vendor Name: Jack Garrett Ford

Manufacturer / Brand	<u>Ford</u>
Delivery	<u>6-8 weeks</u>
Model Name & Number	<u>Focus</u>

Requirements:

Engine	<u>136 HP 136 TORQUE</u>
Transmission	<u>Automatic</u>
Steering	<u>Power</u>
Brakes	<u>Power/ABS</u>
Radio	<u>AM/FM</u>
Glass	<u>All Tinted</u>
Mirrors	<u>Left & Right Outside</u>
License Plate Mounts	<u>Front & Rear</u>
Tires	<u>All Season</u>
Spare Tire	<u>Included - w/Jack</u>
Rear Window/Defogger	<u>Installed</u>
Front Seat	<u>Bucket</u>
Air Conditioning	<u>Installed</u>
Floor Mats	<u>Installed</u>

Price Each Gasoline	<u>\$</u>
Price Each Bi-Fuel	<u>\$</u>
Price Each Dedicated CNG (1.6 Liter)	<u>\$</u>

	EPA HGWY	EPA CITY
	34	27

FOB Dealership: (Deduct)	→	\$ (20.00)
FOB Other than Metro Charleston - Per Mile	→	\$ 1.00

Jack Garrett



OPTION PRICE FOR CLASS 1

2007 FORD FOCUS P34 *S* model

136 HP 136 TORQUE

Side Impact Air Bags	\$305.00
----------------------	----------

Bodyside Moldings	\$ 39.00
-------------------	----------

VEHICLE ORDER FORM

VENDOR NAME: _____ CONTRACT #: _____

MODEL NAME & NUMBER _____

Enter Base Price:

Price Each Gasoline \$ _____
 Price Each Bi-Fuel \$ _____
 Price Each Dedicated CNG \$ _____
 Price Each Diesel \$ _____
 Price Each Flex Fuel \$ _____
 Price Each FFV / E-85 \$ _____

BASE PRICE \$

OPTIONS

List each option and cost

1 _____ \$ _____
 2 _____ \$ _____
 3 _____ \$ _____
 4 _____ \$ _____
 5 _____ \$ _____
 6 _____ \$ _____
 7 _____ \$ _____
 8 _____ \$ _____
 9 _____ \$ _____
 10 _____ \$ _____
 11 _____ \$ _____
 12 _____ \$ _____
 13 _____ \$ _____
 14 _____ \$ _____
 15 _____ \$ _____

TOTAL OPTIONS \$

DEDUCTS

List each deduct below:

1 _____ \$ -
 2 _____ \$ -
 3 _____ \$ -
 4 _____ \$ -
 5 _____ \$ -

TOTAL DEDUCTS \$ -

A

\$
 (Price per vehicle)
 (Base + Options - Deducts)

B

QUANTITY ORDERED

GRAND TOTAL
 \$

C

A x B = C

CLASS 9 TRUCK
 Small Pickup, 2 Wheel Drive,
 3500 GVWR, Short Bed

070-48-09-001

Vendor Name: Jack Garrett Ford

Manufacturer / Brand	<u>Ford</u>
Delivery	<u>6-8 weeks</u>
Model Name & Number	<u>Ranger XL R10</u>

Standard Equipment Requirements:

Engine	143 HP 154 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Cargo Box	Fleetside
Bumper	Rear Step Factory Installed
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Installed
Front Seat	Bench
Rubber Floor Covering	Installed

Price Each Gasoline \$ 10,095.50

EPA HGWAY	EPA CITY
26	21

* FOR OPTIONS AND DEDUCTS - SEE ATTACHED

Manual Transmission w/Overdrive (Deduct)	→	\$ (830.00)
FOB Dealership: (Deduct)	→	\$ (20.00)
FOB Other than Metro Charleston - Per Mile	→	\$ 1.00

Jack Garrett



OPTION PRICE FOR CLASS 9

2007 FORD RANGER 4X2 R10

143 HP 154 TORQUE

XL Model

Sliding Rear Window	\$104.00
Privacy Glass	\$ 91.00
All Season Spare	\$ 91.00
Cruise Control/Til Wheel	\$320.00
CD	\$295.00
Bedliner	\$168.00

VEHICLE ORDER FORM

VENDOR NAME: _____ CONTRACT #: _____

MODEL NAME & NUMBER _____

Enter Base Price:

Price Each Gasoline \$ _____
 Price Each Bi-Fuel \$ _____
 Price Each Dedicated CNG \$ _____
 Price Each Diesel \$ _____
 Price Each Flex Fuel \$ _____
 Price Each FFV / E-85 \$ _____

BASE PRICE \$

OPTIONS

List each option and cost

1 _____ \$ _____
 2 _____ \$ _____
 3 _____ \$ _____
 4 _____ \$ _____
 5 _____ \$ _____
 6 _____ \$ _____
 7 _____ \$ _____
 8 _____ \$ _____
 9 _____ \$ _____
 10 _____ \$ _____
 11 _____ \$ _____
 12 _____ \$ _____
 13 _____ \$ _____
 14 _____ \$ _____
 15 _____ \$ _____

TOTAL OPTIONS \$

DEDUCTS

List each deduct below:

1 _____ \$ -
 2 _____ \$ -
 3 _____ \$ -
 4 _____ \$ -
 5 _____ \$ -

TOTAL DEDUCTS \$ -

A
 \$ _____
 (Price per vehicle)
 (Base + Options - Deducts)

B
 QUANTITY ORDERED

GRAND TOTAL
 \$ _____

C

A x B = C

CLASS 25 VAN
 Small Rear Wheel Drive,
 125" Wheel Base, Eight Passenger

070-93-25-001

Vendor Name: Jack Garrett Ford

Manufacturer / Brand	<u>Ford</u>
Delivery	<u>6-8 weeks</u>
Model Name & Number	<u>Econoline E150</u>

Standard Equipment Requirements:

Engine	225 HP 286 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted, Sides and Rear
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Seating	8 Passenger
Tires	All Season
Spare Tire	Full Size w/Jack
Rear Window Wiper/Defogger	Installed
Floor Mats	Installed
Air Conditioning	Installed
Doors	Double Side & Rear
Interior	Full Length Head Liner w/Insulation Side & Quarter Panel
Rear Step Bumper	Installed

Price Each Gasoline \$ 16,055.40

EPA HGWY	EPA CITY
19	15

FOB Dealership: (Deduct)	→	\$ (20.00)
FOB Other than Metro Charleston - Per Mile		\$ 1.00

Jack Garrett



OPTION PRICE FOR CLASS 25

FORD E150 VAN *XL*
ECONOLINE
 225 HP 286 TORQUE

Limited Slip Axle	\$224.00
Interior Upgrade Includes carpet and insulation pkg	\$535.00
Exterior Upgrade Includes 16" wheel cover & chrome Bumper	\$328.00
Speed Control	\$199.00
High Capacity Air Conditioner	\$685.00
Power Windows & Locks	\$411.00
Privacy Glass	\$382.00

VEHICLE ORDER FORM

VENDOR NAME: _____ CONTRACT #: _____

MODEL NAME & NUMBER _____

Enter Base Price:

Price Each Gasoline	\$ _____
Price Each Bi-Fuel	\$ _____
Price Each Dedicated CNG	\$ _____
Price Each Diesel	\$ _____
Price Each Flex Fuel	\$ _____
Price Each FFV / E-85	\$ _____

BASE PRICE \$

OPTIONS

List each option and cost

1	_____	\$ _____
2	_____	\$ _____
3	_____	\$ _____
4	_____	\$ _____
5	_____	\$ _____
6	_____	\$ _____
7	_____	\$ _____
8	_____	\$ _____
9	_____	\$ _____
10	_____	\$ _____
11	_____	\$ _____
12	_____	\$ _____
13	_____	\$ _____
14	_____	\$ _____
15	_____	\$ _____

TOTAL OPTIONS \$

DEDUCTS

List each deduct below:

1	_____	\$ -
2	_____	\$ -
3	_____	\$ -
4	_____	\$ -
5	_____	\$ -

TOTAL DEDUCTS \$ -

A

\$ _____

(Price per vehicle)

(Base + Options - Deducts)

B

QUANTITY ORDERED

C

GRAND TOTAL

\$ _____

A x B = C



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	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
			RECEIPT TICKET FOR PURCHASE ORDER:			MV07F	
LINE	CATNO	ITEM NUMBER	DESCRIPTION			QTY	DATE
0001		070-06-01-000	2007 (OR CURRENT MODEL YEAR) MOTOR				
			SIGNATURE _____				DATE _____

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