



**State of West Virginia  
Department of Administration  
Purchasing Division**

**NOTICE**

Due to the size of this bid, it was impractical to scan every page for online viewing. We have made an attempt to scan and publish all pertinent bid information. However, it is important to note that some pages were necessarily omitted.

If you would like to review the bid in its entirety, please contact the buyer. Thank you.

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

**Request for Quotation**

RFQ NUMBER  
 MV10

PAGE  
 1

**ORIGINAL**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 JO ANN ADKINS  
 304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

**Penske Toyota**

9136 E. FIRESTONE BLD

DOWNNEY, CA 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE	BID OPENING TIME
09/22/2009	01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
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2010 (OR CURRENT MODEL YEAR) MOTOR VEHICLES

RECEIVED

2009 SEP 17 P 12:31

PURCHASING DIVISION  
 STATE OF WV

REQUEST FOR QUOTATION

THE PURCHASING DIVISION IS SOLICITING BIDS FOR A BLANKET OPEN-END STATEWIDE CONTRACT TO SUPPLY 2010 (OR CURRENT YEAR MODELS) TO ALL WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS.

VENDOR'S ARE REQUESTED TO TYPE PRICING INFORMATION AND ADD BIDDER'S COMPANY NAME TO EACH PAGE. PLEASE SUBMIT AND ELECTRONIC VERSION WITH YOUR BID. THIS IS IN ADDITION TO THE ORIGINAL BID PACKAGE. ELECTRONIC VERISON OF MV10 PRICING PAGES CAN BE FOUND AT: [HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/NEWUL.HTM](http://www.state.wv.us/admin/purchase/newul.htm)

THE PAPER COPY SHALL PREVAIL IF ANY DIFFERENCE EXISTS BETWEEN THE ELECTRONIC COPY AND THE PAPER SUBMITTED.

\*\*\*\*\*  
 QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS 08/24/2009. VENDORS ARE ENCOURAGED TO COMPLETELY REVIEW REQUEST FOR QUOTATION PACKAGE AND BID SHEETS PRIOR TO THAT TIME. TIME IS OF THE ESSENCE AND THIS BID SCHEDULE MUST BE MAINTAINED. WRITTEN QUESTIONS MAY BE SENT VIA FAX, USPS, COURIER OR E-MAIL. THE PREFERRED METHOD IS E-MAIL.

SEND TO:  
 JO ANN ADKINS

SIGNATURE		SEE REVERSE SIDE FOR TERMS AND CONDITIONS	
Roy G. Durham Jr.	<i>[Signature]</i>	TELEPHONE	800-245-4541
TITLE	Corp./Gov't. Fleet Director	DATE	9/15/09
FERN	95 437 191P	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS  
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. 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.
12. 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 may be deemed null and void, and 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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

# Request for Quotation

RFQ NUMBER
MV10

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**  
 9136 E. FIRESTONE BLVD.  
 DOWNER, CA 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305 FAX: 304-558-4115 E-MAIL: JO.A.ADKINS@WV.GOV  *****NOTICE*****NOTICE*****  ALL OPTION PRICING MUST BE AT DEALER COST. BIDDERS SHOULD COMPLETE AND RETURN THE INFORMATION / CERTIFICATION PAGE WITH BIDS. CONTRACT SHALL NOT BE AWARDED WITHOUT RECEIPT OF CERTIFICATION.  ATTACHMENTS TO THIS REQUEST FOR QUOTATION. 1. MV10 GENERAL SPECIFICATIONS/INFORMATION FOUR PAGES, DATED AUGUST 06, 2009. 2. BID PRICING PAGES FOR ALL CLASSES OF VEHICLES 3. RESIDENT VENDOR PREFERENCE 4. AFFIDAVIT 5. CERTIFICATION  ***** SPECIFICATION MEETING WILL BE HELD ON AUGUST 26, 2009 AT THE WEST VIRGINIA STATE POLICE PROFESSIONAL DEVELOPMENT CENTER IN INSTITUTE, WV. MEETING WILL BE AT 9:00 AM IN CLASS ROOM #1. *****  EXHIBIT 3  LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... 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						

SIGNATURE	SEE REVERSE SIDE FOR TERMS AND CONDITIONS	TELEPHONE	800-245-4541	DATE	9/15/09
TITLE	Roy G. Durham Jr. Corp./Gov't. Fleet Director	FEIN	95 4371918	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFO NUMBER: MV10
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PAGE: 3
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ADDRESS CORRESPONDENCE TO ATTENTION OF: JO ANN ADKINS 304-558-8802
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RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**  
*9136 E. FARMINGTON BLVD*  
*COLONY, LA 90211*

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

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LINE	QUANTITY	UOF	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</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 TO 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 SUPPLIED 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 THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Roy G. Durham Jr.</i>	TELEPHONE 800-245-4541	DATE
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TITLE Corp./Gov't. Fleet Director	FEIN 95437191P	ADDRESS CHANGES TO BE NOTED ABOVE
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFQ NUMBER
MV10

PAGE
4

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**  
 9136 E. FIRESTONE BLVD  
 DOWNEY, CA 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
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08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001</p> <p style="text-align: center;">NOTICE</p> <p>SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p>						

THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
	800-245-4541	
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Roy G. Durham Jr. Corp./Gov't Fleet Director	954371988	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



# Memorandum

August 06, 2009

SUBJECT: Specification Meeting – Motor Vehicle Purchases - (MV10)

On August 26, 2009 at 9:00 a.m. a motor vehicle specification meeting will be held at the West Virginia State Police Professional Development Center (Class Room 1) located at 135 Academy Drive, Dunbar, WV 25064.

MV10 – Request for Quotation is available on our website at:  
[www.state.wv.us/admin/purchase/newbul.htm](http://www.state.wv.us/admin/purchase/newbul.htm).

This is not a mandatory meeting. Attendance at this specification meeting is **NOT** mandatory in order to place a bid on the subsequent request for quotation. But, if you wish to have input into the specifications for 2010 vehicles, it is recommended that you attend this important meeting.

If you have any questions, please contact me.

Very truly yours,

Jo Ann Adkins  
Senior Buyer  
304-558-8802(Phone)  
304-558-4115 (Fax)  
[jo.a.adkins@wv.gov](mailto:jo.a.adkins@wv.gov) (E-mail)



## **MV10 General Specifications/Information**

This RFQ is to supply 2010 (or latest model year if successful vendor desires) vehicle to the State of West Virginia Agencies and political subdivisions. An award shall be made for each Vehicle Class to the lowest, responsible bidder meeting specifications using the base price of the vehicle bid, including delivery cost and life-cycle costing, pursuant to the changes in the West Virginia Code. The life-cycle costing to be used shall be the gasoline consumption for 100,000 miles. This will only apply to vehicles < 8,500 GVWR.

### **Gasoline Costing Information:**

100,000 ÷ MPG Average (25% - City – 75% Highway)  
Gasoline shall be based on \$4.00 per gallon.

For example, if a vehicle were to average 25 MPG under the 25% city - 75% highway, the life cycle costing would equal \$12,000.00. (100,000 ÷ 25 X \$4.00) The cost of the gasoline (based on \$4.00/gallon) shall be added to the base price and shall be added to the cost shown on the bid for evaluation purposes.

### **Financial Information**

Vehicles may be purchased from this contract by any West Virginia State agency or political subdivision. West Virginia State agencies will either remit payment directly or use a third-party financing company on contract with the State of West Virginia. The Department of Administration, Purchasing Division Fleet Management Office (FMO) usually arranges for third-party financing. This arrangement requires the vendor to submit invoices to the Department of Administration, who, in turn forwards those to the third-party financing company for prompt payment.

The time required for third party financing does not differ from the time required for payment directly from the state as both are normally made within 30 days of receipt of vehicle meeting specifications and appropriate invoice. The time period is provided as an estimate only and is not guaranteed. Actual times required to process payment may vary.

**Standard options shall be included in the base price of each class with the exception of XM Radio, Sirius and On-Star, these shall be deducted from ALL vehicle classes.**

### **Options:**

Option pricing shall be submitted with the bid, but will not be part of the evaluation

## MV10 General Specifications/Information

process. **All option pricing shall be at dealer cost. Bidders must sign the Certification and return preferably with the bid. No awards shall be processed without such Certification.**

Options other than those stated in the final contract may occasionally be requested. Those options may be considered by the State only if the dealer prices these items at dealer cost and furnishes proof of dealer cost prior to the purchase order being submitted by the agency. Dealer must provide verification of these prices from the manufacturer.

"Option Packages" (ex. Tow Package) must specify what items are included.

### Pricing

Use the attached pricing pages for your quotation. Vendors should add their name to each page. All vehicles should be quoted FOB Dunbar, West Virginia. Vendor may add an additional per mile charge for delivery to other locations, but should be aware that additional charges may impact the award.

Prices must remain firm for the life of this contract. **Note:** This contract is in effect for a term of one year or until such time as the vendor notifies the Purchasing Division that the model year build out date has been reached (unless the vendor chooses to supply next model vehicles at price quoted), or until contracts are issued for the next model year.

### Delivery Information

Deliveries **must** be made Monday through Friday 9 a.m. to 3:30 p.m.

Vehicles delivered to Surplus Property will be inspected in a timely manner. Ordering agencies will inform the dealers if the vehicles do not meet specifications outlined in the purchase order. Additionally, they will work with the appropriate vendor to resolve any issues.

Please contact Surplus Property, Gene Young, at 304-766-2626 to make delivery arrangements. Mr. Young must be contacted five (5) working days in advance of requested delivery date for authorization.

All deliveries of vehicles to other agencies (list attached) require 24-hour notice prior to delivery.

### Equipment Specifications and Requirements

**NOTE:** All vehicles must be pre-drilled with hardware to meet specifications that require both front and rear license plate prior to delivery. This is a requirement under West Virginia State Law. Any vehicle delivered without such holder shall be rejected until the dealer corrects the

## MV10 General Specifications/Information

deficiency.

**NOTE:** Options listed on the vehicle classification bid sheets must be quoted with initial bid. These include such things as delivery costs, deduct for pick-up of vehicles at dealership and optional beds for chassis cabs.

**NOTE:** When options are priced, back-up alarms must be listed if they are available from the manufacturer for that particular vehicle.

All vehicles shall be gasoline powered unless otherwise stated. Diesel, hybrid, Flex Fuel, etc. may be specified on various models.

Vehicles must have all equipment found on the manufacturer's base model plus all other items, packages, etc., needed to meet the specifications for each order class placed against the contract.

All equipment/options must be manufacturer installed except tow hooks. Any other non-manufacturer installed options must be approved by the Purchasing Division.

All vehicles shall have the full manufacturer's warranty.

Prior to delivery, all vehicles must include the following:

1. Complete lubrication;
2. Fill crank case with oil;
3. Adjustment of engine to proper operating condition;
4. Inflate tires to proper pressure;
5. Verification of perfect operation of all mechanical and performance features;
6. Front end alignment and balancing of all tires;
7. Wash and clean inside and out including removal of all unnecessary tags, stickers, papers, etc. Fleet Management does not want stickers in windows.
8. Owners manual;
9. Full tank of fuel. Bi-Fuel, hybrid, FFV, etc. vehicles must include all tanks full upon delivery. This may require dealer to top off tanks immediately prior to delivery to Surplus Property or other approved location;
10. Temporary West Virginia License if required;
11. Valid West Virginia Inspection Sticker affixed to windshield. The vehicle must be inspected in the month delivered, thus providing a minimum of 11 months and maximum of 12 months before the next inspection must occur;
12. No dealer insignia or other advertising shall be affixed to the vehicle or appear on mud flaps, bumpers, deck lids, etc. Vehicles delivered with such advertising may be rejected.

**Reports:**

## MV10 General Specifications/Information

Successful vendors shall be required to submit a report July 15, 2010 detailing the number of vehicles by class and total amount of sales to that date under the MV10 contract. It would be helpful if this report included the agency/political sub making the purchase. Submit report to: [jo.a.adkins@wv.gov](mailto:jo.a.adkins@wv.gov).

The following State Agencies require 24 hour notice prior to delivery.

Division of Highways

West Virginia State Police

Division of Natural Resources

Higher Education (Colleges)

Division of Forestry

Elected Officials

CLASS 1 AUTOMOBILE

070-06-01-000

Sub-Compact,  
Front Wheel Drive, Wheelbase 95"

To include but not limited to: Chevrolet Aveo, Toyota Prius

Vendor Name	PENSKE TOYOTA
Manufacturer / Brand	TOYOTA
Delivery	120 DAYS
Model Name & Number	YARIS 1422 & 1442

Requirements:

Engine	MIN: 75 HP 85 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
106	103

**Comply**  
**Comply**

2 - DOOR VEHICLE

Price Each Gasoline	\$ 13,780.00
Price Each Flex-Fuel	N/A

EPA HGWY	EPA CITY
36	29

4 - DOOR VEHICLE

Price Each Gasoline	\$ 14,480.00
Price Each Flex-Fuel	N/A

EPA HGWY	EPA CITY
35	29

Options:

1 AM/FM w/CD Player	INCLUDED WITH POWER PACKAGE	\$ 840.00
2 Shop/Service Manual	1 YEAR ON-LINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	NOT AVAILABLE	\$ -
4 Tilt Wheel & Cruise Control		\$ 250.00
5 Keyless Entry	INCLUDED WITH POWER PACKAGE	\$ -
6 Power Windows /Power Locks		\$ 1,540.00
7 Side Air Bags	STANDARD	\$ -
8 Bodyside Mouldings	NOT AVAILABLE	\$ -
9 Interior Upgrade	NOT AVAILABLE	\$ -
10 Exterior colors	SEE BROCHURE	\$ -
11 Delete Floor Mats (Deduct)		\$ 120.00
12 FOB Dealership: (Deduct)		\$ 100.00
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL W.V. DEALERSHIP FROM FACTORY

CLASS 1 AUTOMOBILE

070-06-01-000

Sub-Compact,  
Front Wheel Drive, Wheelbase 95"

To include but not limited to: Chevrolet Aveo, Toyota Prius

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 120 DAYS  
 Model Name & Number PRIUS 1221 & 1223

**Requirements:**

Engine MIN: 75 HP 85 TORQUE  
 Transmission Automatic  
 Steering Power  
 Brakes Power/ABS  
 Radio AM/FM  
 Glass All Tinted  
 Mirrors Left & Right Outside  
 License Plate Mounts Front & Rear  
 Tires All Season  
 Spare Tire Included - w/Jack  
 Rear Window/Defogger Installed  
 Front Seat Bucket  
 Air Conditioning Installed  
 Floor Mats Installed  
 Front Air Bags Installed

HP	TORQUE
134	153

**Comply**  
**Comply**

**2 - DOOR VEHICLE**

Price Each Gasoline N/A  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY

**4 - DOOR VEHICLE**

Price Each Gasoline \$ 22,280.00  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY
51	48

**Options:**

1	AM/FM w/CD Player	STANDARD	\$	-
2	Shop/Service Manual	1 YEAR ON-LINE SUBSCRIPTION	\$	225.00
3	CD Service Manual	NOT AVAILABLE	\$	-
4	Tilt Wheel & Cruise Control	STANDARD	\$	-
5	Keyless Entry	STANDARD	\$	-
6	Power Windows /Power Locks	STANDARD	\$	-
7	Side Air Bags	STANDARD	\$	-
8	Bodyside Mouldings	NOT AVAILABLE	\$	-
9	Interior Upgrade		\$	3,800.00
10	Exterior colors	SEE BROCHURE	\$	
11	Delete Floor Mats (Deduct)		\$	(120.00)
12	FOB Dealership: (Deduct)		\$	(100.00)
13	FOB Other than Metro Charleston - Per Mile		\$	1.35

**Additional Information:**

VEHICLES WILL BE DROP SHIPPED TO LOCAL W.V. DEALERSHIP FROM FACTORY

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**CLASS 2 AUTOMOBILE**  
 Compact, 4 Door Sedan  
 Front Wheel Drive, Wheelbase 102.9"

Includes but is not limited to: Ford Fusion, Toyota Corolla, VW Jetta, Honda Civic, Mitsubishi Lancer, Ford Focus,

Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA  
 Delivery 75 DAYS  
 Model Name & Number COROLLA 1832

**Standard Equipment Requirements:**

Engine	MIN: 127 HP 131 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
132	128

**Comply**  
**Comply**

Price Each Gas \$ 16,280.00  
 Price Each Flex-Fuel N/A

EPA HGWAY	EPA CITY
34	36

**Options:**

1	AM/FM w/ CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3	CD Service Manual	N/A	\$ -
4	Tilt Wheel & Cruise Control		\$ 250.00
5	Keyless Entry	MUST HAVE ITEM 6:	\$ 495.00
6	Power Windows / Power Locks		\$ 695.00
7	Side Air Bags	STANDARD	\$ -
8	Exterior colors	SEE BROCHURE FOR COLORS	\$
9	Rubber matting		\$ 125.00
10	Delete Floor Mats (Deduct)	→	\$ (135.00)
11	Manual Transmission w/Overdrive (Deduct)	N/A →	\$ -
12	Remove Console (Delete) (Console between seats)	N/A →	\$ -
13	FOB Dealership: (Deduct)	→	\$ (100.00)
14	FOB Other than Metro Charleston - Per Mile	→	\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO W.V. DEALER FROM FACTORY

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CLASS 2A  
 SMALL STATION WAGON, FRONT  
 WHEEL DRIVE, 4 DOOR 2700 GVWR

Includes but is not limited to: Pontiac Vibe, Toyota Matrix, VW Jetta Sportswagon

Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA  
 Delivery 75 DAYS  
 Model Name MATRIX  
 Model Number: 1932

**Standard Equipment Requirements:**

Engine	MIN: 127 HP 133 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
132	128

**Comply**  
**Comply**

Price Each \$ 17,380.00  
 Price Each Flex-Fuel N/A

EPA HGWAY	EPA CITY
31	25

**Options:**

1	AM/FM with CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLIE SUBSCRIPTION	\$ 225.00
3	Tilt Wheel & Cruise control		\$ 250.00
4	Keyless Entry	INCLUDED WITH ITEM 5	\$ -
5	Power Windows - Power Doors		\$ 1,020.00
6	Side Air Bags	STANDARD	\$
7	Delete Floor Mats (Deduct)	→	\$ (80.00)
8	FOB Dealership: (Deduct)	→	\$ (100.00)
9	FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES TO BE DROP SHIPPED DIRECTLY FROM FACTORY TO  
LOCAL W.V. DEALERSHIP.

PLEASE SEE BROCHURE FOR COLOR OPTIONS



**CLASS 3 AUTOMOBILE**  
 Midsize, 4 Door, Front Wheel Drive, Wheelbase 107.4"  
 Includes but is not limited to: Toyota Camry, Saturn Aura, Chevrole Malibu

Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA

Delivery 75 DAYS

Model Name & Number CAMRY 2532

**Standard Equipment Requirements:**

Engine	MIN: 160 HP 156 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Factory Standard
Power Windows and Locks	Installed
Tires	All Season
Spare Tire	Standard Tire w/ Jack
Rear Window/Defogger	Installed
Front Seat	Standard Seating
Air Conditioning	Installed
Floor Mats	Installed
Seating Capacity	5
Front Air Bags	Installed

HP	TOR
169	167

**Comply**

**Comply**

**Comply**

Price Each Gasoline \$ 20,480.00

Price Each Flex Fuel N/A

EOA HGWAY	EOA CITY
32	22

**Options:**

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	NOT AVAILABLE	\$ -
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
7 6-way Power driver seat (requires Power Windows & doors)	STANDARD	\$ -
8 Side Air Bags	STANDARD	\$ -
9 Exterior colors	STANDARD	\$ -
10 Delete Floor Mats (Deduct)		\$ (135.00)
11 Manual Transmission w/Overdrive (Deduct)	NOT AVAILA B	\$ -
12 Remove Console (Delete) (Console between seats)	NOT AVAILABLE	\$ -
13 FOB Dealership: (Deduct)		\$ (100.00)
14 FOB Other than Metro Charleston - Per Mile		\$ 1.35

**Additional Information:**

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO W.V. DEALERSHIP FROM FACTORY

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**CLASS 4 AUTOMOBILE**  
 Large, 4 Door, Front Wheel Drive,  
 Wheelbase 110"

Includes but is not limited to: Pontiac G6, Chevrolet Impala, Buick Lucerne

Vendor Name: \_\_\_\_\_ **PENSKE TOYOTA**

Manufacturer / Brand \_\_\_\_\_ **TOYOTA**  
 Delivery \_\_\_\_\_ **75 DAYS**  
 Model Name & Number \_\_\_\_\_ **CAMRY 2552**

**Standard Equipment Requirements:**

Engine	MIN: 210 HP 210 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Factory Standard
Power Windows and Locks	Installed
Tires	All Season
Spare Tire	<b>Standard Tire w/ Jack</b>
Rear Window/Defogger	Installed
Front Seat	Standard Seating
Air Conditioning	Installed
Floor Mats	Installed
Seating Capacity	<b>5</b>
Front Air Bags	Installed

HP	TOR
268	248

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline \$ 22,880.00  
 Price Each Flex Fuel NOT AVAILABLE

EOA HGWY	EOA CITY
28	19

**Options:**

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	NOT AVAILABLE	\$ -
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
7 6-way Power driver seat (requires Power Windows & doors)	STANDARD	\$ -
8 Side Air Bags	STANDARD	\$ -
9 Exterior colors	STANDARD	\$ -
10 Delete Floor Mats (Deduct)	→	\$ (135.00)
11 Manual Transmission w/Overdrive (Deduct)	→ NOT AVAILABLE	\$ -
12 Remove Console (Delete) (Console between seats)	→ NOT AVAILABLE	\$ -
13 FOB Dealership: (Deduct)	→	\$ (100.00)
14 FOB Other than Metro Charleston - Per Mile	→	\$ 1.35

**Additional Information:**

WHEELBASE IS 109.3 "  
VEHICLES WILL DROP SHIPPED FROM FACTORY TO LOCAL W.V. DEALERSHIP  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CLASS 5A - AUTOMOBILE  
 HYBRID, COMPACT, 4 DOOR  
 Includes but is not limited to: Toyota Prius, Honda Civic

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 120 DAYS  
 Model Name PRIUS  
 Model #: 1221 & 1223

**Requirements:**

Engine	MIN: 76 HP 82 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP TORQUE

134	153
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Comply  
Comply  
Comply

Price Each Gasoline \$ 22,280.00  
 Price Each Flex-Fuel NOT AVAILABLE

EPA HGWY	EPA CITY
51	48

**Options:**

1	AM/FM with CD Player	STANDARD	\$	-
2	Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$	225.00
3	Tilt Wheel & Cruise control	STANDARD	\$	-
4	Keyless Entry	STANDARD	\$	-
5	Power Windows - Power Doors	STANDARD	\$	-
7	Side Air Bags	STANDARD	\$	-
8	Delete Floor Mats (Deduct)		\$	(135.00)
9	FOB Dealership: (Deduct)		\$	(100.00)
10	FOB Other than Metro Charleston - Per Mile		\$	1.35

Additional Information:

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**CLASS 6 AUTOMOBILE**  
 Utility Small, 4 Wheel Drive/AWD, 4 Door  
 3,800 GVWR 103" Wheelbase

Vendor Name: \_\_\_\_\_ Includes but is not limited to: Toyota RAV4, Ford Escape

Manufacturer / Brand	TOYOTA
Delivery	120 DAYS
Model Name & Number	RAV-4 4433

**Standard Equipment Requirements:**

Engine	MIN: 165 HP 161 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Rear Window/Defogger	Installed
Fuel Tank	Standard
Front Seat	Bucket
Rear Seat	Bench
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	

HP	TORQUE
269	246

**Comply**  
**Comply**  
**Comply**

EPA HGWAY	EPA CITY
28	22

Price Each Gasoline \$ 23,880.00  
 Price Each Flex Fuel NOT AVAILABLE

**Options:**

1 Off Road Package including Limited Slip Rear includes:		\$ \$ 2,600.00
Axle-Trac-Lok Differential	\$	
Engine Cooling - Heavy Duty	\$	
Skid plate Group	\$	
Suspension - Heavy Duty W/gas Shocks	\$	
Front and Rear Tow hooks	\$	
Hi & Lo Gear 4WD or equivalent	\$	
Off Road Tires	\$	
2 Shop/Service Manual	NOT AVAILABLE	\$
3 CD Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Power Windows / Power Locks	STANDARD	\$ -
7 Rear Air and Heat	NOT AVAILABLE	\$ -
8 Tow Package		\$ 280.00
9 Exterior colors	STANDARD	\$ -
10 Side Air Bags	STANDARD	\$ -
11 Low Range 4 Wheel Drive Option	STANDARD	\$ -
12 Spare Tire Carrier - External	STANDARD	\$ -
13 Roof-Top Luggage Rack		\$ 260.00
14 Third Row Seating		\$ 985.00
15 Slush/All Weather Mats (Driver & Passenger)		\$ 145.00
16 Slush/All Weather Mats (Second Row)		\$ 85.00
17 Slush/All Weather Mats (Cargo)		\$ 165.00
18 Delete Floor Mats (Deduct)		\$ (135.00)
19 Delete Cloth Seats (Deduct)	NOT AVAILABLE	\$ -
20 Delete Carpet (Deduct)	NOT AVAILABLE	\$ -
21 Manual Transmission w/Overdrive (Deduct)	NOT AVAILABLE	\$ -
22 Remove Console (Delete) (Console between seats)	NOT AVAILABLE	\$ -
23 FOB Dealership: (Deduct)		\$ (100.00)
24 FOB Other than Metro Charleston - Per Mile		\$ 1.35

↑  
Enter total off road

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL DEALER FROM FACTORY

CLASS 8A AUTOMOBILE

070-06-08-010

4 Door,

130" Wheelbase,

includes but is not limited to: GMC Yukon, Toyota Highlander, Chevrolet Tahoe

Vendor Name	<b>PENSKE TOYOTA</b>
Manufacturer / Brand	<b>TOYOTA</b>
Delivery	<b>120 DAYS</b>
Model Name & Number	<b>HIGHLANDER HYBRID 6964</b>

HP	TORQUE
270	212

**Standard Equipment Requirements:**

Engine	MIN: 209 HP HYBRID
Transmission	Automatic w/Overdrive
Steering	Power
Brakes	Power/ABS
Radio	AM / FM /CD
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Tilt Wheel & Cruise Control	Standard
Keyless Entry	Standard
Power Windows/Power Locks	Standard
Rear Window/Defogger	Installed
Fuel Tank	Standard
Front Seat	Bucket
Rear Seat	Bench
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline (4 Wheel Drive)	\$ 32,380.00
Price Each Flex Fuel (4 Wheel Drive)	<b>NOT AVAILABLE</b>

EPA HGWY	EPA CITY
27	25
EPA HGWY	EPA CITY

Price Each Gasoline (2 Wheel Drive)	<b>NOT AVAILABLE</b>
Price Each Flex Fuel (2 Wheel Drive)	<b>NOT AVAILABLE</b>

**Options:**

1 Shop/Service Manual	NOT AVAILABLE	\$ -
2 CD Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3 Tow Package	INCLUDES WIRING HARNESS	\$ 685.00
4 Side Air Bags	STANDARD	\$ -
5 Exterior colors	STANDARD	\$ -
6 Slush/All Weather Mats (Driver & Passenger)		\$ 145.00
7 Slush/All Weather Mats (Second Row)		\$ 85.00
8 Slush/All Weather Mats (Cargo)		\$ 165.00
9 Delete Floor Mats (Deduct)		\$ (160.00)
10 Delete Cloth Seats (Deduct)	NOT AVAILABLE	\$ -
11 Delete Carpet (Deduct)	NOT AVAILABLE	\$ -
12 FOB Dealership: (Deduct)		\$ (100.00)
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO LOCAL W.V. DEALERSHIP FROM FACTORY

CLASS 24 VAN  
7 Passenger, Front Wheel Drive,  
110" Wheelbase

Includes but is not limited to: Grand Caravan, Toyota Sienna

Vendor Name: \_\_\_\_\_ PENSKE TOYOTA  
Manufacturer / Brand \_\_\_\_\_ TOYOTA  
Delivery \_\_\_\_\_ 75 DAYS  
Model Name & Number \_\_\_\_\_ SIENNA 5336

**Standard Equipment Requirements:**

Engine	MIN: 175 HP 165 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside - 5" x 8" Minimum
License Plate Mounts	Front & Rear
Seating	7 Passenger
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window Wiper/Defogger	Installed
Floor Mats	Installed
Air Conditioning	Installed
Front Air Bags	Installed
Doors	Side & Rear Loading Doors w/Glass

HP	TORQUE
266	245

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline V-6 \$ 24,280.00  
Price Each Flex-Fuel NOT AVAILABLE

EPA HWY	EPA CITY
23	17

**Options:**

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	NOT AVAILABLE	\$ -
3 CD Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Extended Wheel Base	NOT AVAILABLE	\$ -
7 Sunscreen Glass	STANDARD	\$ -
8 Rear Heat and Air	STANDARD	\$ -
9 Drivers Side Sliding Door	STANDARD	\$ -
10 Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
11 Side Air Bags	STANDARD	\$ -
12 Stow N Go Seating	STANDARD	\$ -
13 Exterior colors	STANDARD	\$ -
14 Slush/All Weather Mats (Driver & Passenger)	\$	\$ 145.00
15 Slush/All Weather Mats (Second Row)	\$	\$ 85.00
16 Slush/All Weather Mats (Cargo)	\$	\$ 165.00
17 Delete Center Row Seats (Deduct)	NOT AVAILABLE	\$ -
18 Delete Third Row Seats (Deduct)	STOW-N-GO	\$ -
19 FOB Dealership: (Deduct)		\$ (100.00)
20 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE SHIPPED DIRECTLY FROM FACTORY TO LOCAL W.V. DEALERSHIP

CLASS 34B HYBRID AUTOMOBILE  
 Mid-Size, 4 Door, 3680 Curb Weight  
 Includes but is not limited to: Chevrolet Malibu, Saturn Aura

070-06-34-020

Vendor Name	PENSKE TOYOTA
Manufacturer / Brand	TOYOTA
Delivery	90 DAYS
Model Name & Number	CAMRY HYBRID 2560

**Standard Equipment Requirements:**

Engine	Full Hybrid 187 HP
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM / FM / CD
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Standard
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Standard
Tilt Wheel & Cruise Control	Standard
4 Passenger Seating	Standard
Front Seat	Bucket
Floor Mats	Installed
Rear Window Defogger	Standard
Front Air Bags	Installed

HP	TORQUE
187	138

**Comply**  
**Comply**  
**Comply**

Hybrid Front Wheel Drive \$ 24,880.00

EPA HGWY	EPA CITY
33	34

**Options:**

1 Shop/Service Manual	NOT AVAILABLE	\$ -
2 CD Service Manual	1-YEAR ONLINE	\$ 225.00
3 Keyless Entry	STANDARD	\$ -
4 Side Air Bag	STANDARD	\$ -
6 Exterior colors	STANDARD	\$ -
7 Delete Floor Mats (Deduct)	→	\$ (135.00)
8 FOB Dealership: (Deduct)	→	\$ (100.00)
9 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO LOCAL W.V. DEALERSHIP FROM FACTORY

# State of West Virginia VENDOR PREFERENCE CERTIFICATE

Certification and application\* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**  
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or** 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**  
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or,**
2. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**
3. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**
4. **Application is made for 5% resident vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or,**
5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or,**
6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

Bidder: \_\_\_\_\_ Signed: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.



STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**VENDOR OWING A DEBT TO THE STATE:**

*West Virginia Code* §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

**PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:**

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

**ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

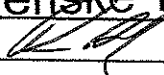
**LICENSING:**

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: Penske Toyota  
Authorized Signature:  Roy C. Durham Jr.  
Corp./Gov't. Fleet Director Date: 9/15/09

## Penske Toyota

1. All proposed vehicles will be dropped shipped to a local West Virginia dealership directly from the factory/manufacturer.
2. Local dealership will complete Pre-Delivery Inspection, gas vehicle, and clean vehicle.
3. Drop Ship dealer will complete any needed DMV or registration paperwork.
4. Prices do not include any applicable West Virginia government sale tax, fees, or registration.
5. Please see enclosed brochures for exterior and interior color choices.



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

**Request for  
 Quotation**

RFQ NUMBER
MV10

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS
304-558-8802

**COPY**

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
**Penske Toyota**  
*9136 E. FIRESTONE BVD*  
*DOWNEY, CA 90241*

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		070-06-01-000		
2010 (OR CURRENT MODEL YEAR) MOTOR VEHICLES  REQUEST FOR QUOTATION  THE PURCHASING DIVISION IS SOLICITING BIDS FOR A BLANKET OPEN-END STATEWIDE CONTRACT TO SUPPLY 2010 (OR CURRENT YEAR MODELS) TO ALL WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS.  VENDOR'S ARE REQUESTED TO TYPE PRICING INFORMATION AND ADD BIDDER'S COMPANY NAME TO EACH PAGE. PLEASE SUBMIT AND ELECTRONIC VERSION WITH YOUR BID. THIS IS IN ADDITION TO THE ORIGINAL BID PACKAGE. ELECTRONIC VERISON OF MV10 PRICING PAGES CAN BE FOUND AT: <a href="http://www.state.wv.us/admin/purchase/newul.htm">HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/NEWUL.HTM</a>  THE PAPER COPY SHALL PREVAIL IF ANY DIFFERENCE EXISTS BETWEEN THE ELECTRONIC COPY AND THE PAPER SUBMITTED.  ***** QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS 08/24/2009. VENDORS ARE ENCOURAGED TO COMPLETELY REVIEW REQUEST FOR QUOTATION PACKAGE AND BID SHEETS PRIOR TO THAT TIME. TIME IS OF THE ESSENCE AND THIS BID SCHEDULE MUST BE MAINTAINED. WRITTEN QUESTIONS MAY BE SENT VIA FAX, USPS, COURIER OR E-MAIL. THE PREFERRED METHOD IS E-MAIL. SEND TO: JO ANN ADKINS						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE	TELEPHONE	DATE	
Roy G. Durham Jr. <i>RRL</i>	800-245-4541	9/15/09	
TITLE	FERN	ADDRESS CHANGES TO BE NOTED ABOVE	
Corp./Gov't. Fleet Director	95437191P		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS  
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. 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.
12. 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 may be deemed null and void, and 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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

**Request for  
 Quotation**

RFQ NUMBER
MV10

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**  
 9136 E. FIRESTONE BLVD.  
 DOWNEY, CA 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305 FAX: 304-558-4115 E-MAIL: JO.A.ADKINS@WV.GOV  *****NOTICE*****NOTICE*****  ALL OPTION PRICING MUST BE AT DEALER COST. BIDDERS SHOULD COMPLETE AND RETURN THE INFORMATION / CERTIFICATION PAGE WITH BIDS. CONTRACT SHALL NOT BE AWARDED WITHOUT RECEIPT OF CERTIFICATION.  ATTACHMENTS TO THIS REQUEST FOR QUOTATION.  1. MV10 GENERAL SPECIFICATIONS/INFORMATION FOUR PAGES, DATED AUGUST 06, 2009. 2. BID PRICING PAGES FOR ALL CLASSES OF VEHICLES 3. RESIDENT VENDOR PREFERENCE 4. AFFIDAVIT 5. CERTIFICATION  ***** SPECIFICATION MEETING WILL BE HELD ON AUGUST 26, 2009 AT THE WEST VIRGINIA STATE POLICE PROFESSIONAL DEVELOPMENT CENTER IN INSTITUTE, WV. MEETING WILL BE AT 9:00 AM IN CLASS ROOM #1. *****  EXHIBIT 3  LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... 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						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
	800-245-4541	9/15/09
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Roy G. Durham Jr. Corp./Gov't Fleet Director	95 4371918	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFQ NUMBER
MV10

PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**

9136 E. FINLSTON BLVD  
 COLONY, CO 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009	BID OPENING TIME: 01:30PM
------------------------------	---------------------------

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</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 TO 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 SUPPLIED 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 THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO</p>						

SIGNATURE	TELEPHONE	DATE
Roy G. Durham Jr.	800-245-4541	
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Corp./Gov't. Fleet Director	954371918	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

### Request for Quotation

RFQ NUMBER
MV10

PAGE
4

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**

9136 E. FIRESTONE BLVD  
 DENVER, CO 80241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE	09/22/2009	BID OPENING TIME	01:30PM
------------------	------------	------------------	---------

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001</p> <p style="text-align: center;">NOTICE</p> <p>SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF</p>						

SIGNATURE	TELEPHONE	DATE
	800-245-4541	

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Roy G. Durham Jr. Corp./Govt. Fleet Director	954371988	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'





# Memorandum

August 06, 2009

SUBJECT: Specification Meeting – Motor Vehicle Purchases - (MV10)

On August 26, 2009 at 9:00 a.m. a motor vehicle specification meeting will be held at the West Virginia State Police Professional Development Center (Class Room 1) located at 135 Academy Drive, Dunbar, WV 25064.

MV10 – Request for Quotation is available on our website at:  
[www.state.wv.us/admin/purchase/newbul.htm](http://www.state.wv.us/admin/purchase/newbul.htm).

This is not a mandatory meeting. Attendance at this specification meeting is **NOT** mandatory in order to place a bid on the subsequent request for quotation. But, if you wish to have input into the specifications for 2010 vehicles, it is recommended that you attend this important meeting.

If you have any questions, please contact me.

Very truly yours,

Jo Ann Adkins  
Senior Buyer  
304-558-8802(Phone)  
304-558-4115 (Fax)  
[jo.a.adkins@wv.gov](mailto:jo.a.adkins@wv.gov) (E-mail)

## **MV10 General Specifications/Information**

This RFQ is to supply 2010 (or latest model year if successful vendor desires) vehicle to the State of West Virginia Agencies and political subdivisions. An award shall be made for each Vehicle Class to the lowest, responsible bidder meeting specifications using the base price of the vehicle bid, including delivery cost and life-cycle costing, pursuant to the changes in the West Virginia Code. The life-cycle costing to be used shall be the gasoline consumption for 100,000 miles. This will only apply to vehicles < 8,500 GVWR.

### **Gasoline Costing Information:**

100,000 ÷ MPG Average (25% - City – 75% Highway)  
Gasoline shall be based on \$4.00 per gallon.

For example, if a vehicle were to average 25 MPG under the 25% city - 75% highway, the life cycle costing would equal \$12,000.00. (100,000 ÷ 25 X \$4.00) The cost of the gasoline (based on \$4.00/gallon) shall be added to the base price and shall be added to the cost shown on the bid for evaluation purposes.

### **Financial Information**

Vehicles may be purchased from this contract by any West Virginia State agency or political subdivision. West Virginia State agencies will either remit payment directly or use a third-party financing company on contract with the State of West Virginia. The Department of Administration, Purchasing Division Fleet Management Office (FMO) usually arranges for third-party financing. This arrangement requires the vendor to submit invoices to the Department of Administration, who, in turn forwards those to the third-party financing company for prompt payment.

The time required for third party financing does not differ from the time required for payment directly from the state as both are normally made within 30 days of receipt of vehicle meeting specifications and appropriate invoice. The time period is provided as an estimate only and is not guaranteed. Actual times required to process payment may vary.

**Standard options shall be included in the base price of each class with the exception of XM Radio, Sirius and On-Star, these shall be deducted from ALL vehicle classes.**

### **Options:**

Option pricing shall be submitted with the bid, but will not be part of the evaluation

## MV10 General Specifications/Information

process. All option pricing shall be at dealer cost. Bidders must sign the Certification and return preferably with the bid. No awards shall be processed without such Certification.

Options other than those stated in the final contract may occasionally be requested. Those options may be considered by the State only if the dealer prices these items at dealer cost and furnishes proof of dealer cost prior to the purchase order being submitted by the agency. Dealer must provide verification of these prices from the manufacturer.

"Option Packages" (ex. Tow Package) must specify what items are included.

### Pricing

Use the attached pricing pages for your quotation. Vendors should add their name to each page. All vehicles should be quoted FOB Dunbar, West Virginia. Vendor may add an additional per mile charge for delivery to other locations, but should be aware that additional charges may impact the award.

Prices must remain firm for the life of this contract. **Note:** This contract is in effect for a term of one year or until such time as the vendor notifies the Purchasing Division that the model year build out date has been reached (unless the vendor chooses to supply next model vehicles at price quoted), or until contracts are issued for the next model year.

### Delivery Information

Deliveries **must** be made Monday through Friday 9 a.m. to 3:30 p.m.

Vehicles delivered to Surplus Property will be inspected in a timely manner. Ordering agencies will inform the dealers if the vehicles do not meet specifications outlined in the purchase order. Additionally, they will work with the appropriate vendor to resolve any issues.

Please contact Surplus Property, Gene Young, at 304-766-2626 to make delivery arrangements. Mr. Young must be contacted five (5) working days in advance of requested delivery date for authorization.

All deliveries of vehicles to other agencies (list attached) require 24-hour notice prior to delivery.

### Equipment Specifications and Requirements

**NOTE:** All vehicles must be pre-drilled with hardware to meet specifications that require both front and rear license plate prior to delivery. This is a requirement under West Virginia State Law. Any vehicle delivered without such holder shall be rejected until the dealer corrects the

## MV10 General Specifications/Information

deficiency.

**NOTE:** Options listed on the vehicle classification bid sheets must be quoted with initial bid. These include such things as delivery costs, deduct for pick-up of vehicles at dealership and optional beds for chassis cabs.

**NOTE:** When options are priced, back-up alarms must be listed if they are available from the manufacturer for that particular vehicle.

All vehicles shall be gasoline powered unless otherwise stated. Diesel, hybrid, Flex Fuel, etc. may be specified on various models.

Vehicles must have all equipment found on the manufacturer's base model plus all other items, packages, etc., needed to meet the specifications for each order class placed against the contract.

All equipment/options must be manufacturer installed except tow hooks. Any other non-manufacturer installed options must be approved by the Purchasing Division.

All vehicles shall have the full manufacturer's warranty.

Prior to delivery, all vehicles must include the following:

1. Complete lubrication;
2. Fill crank case with oil;
3. Adjustment of engine to proper operating condition;
4. Inflate tires to proper pressure;
5. Verification of perfect operation of all mechanical and performance features;
6. Front end alignment and balancing of all tires;
7. Wash and clean inside and out including removal of all unnecessary tags, stickers, papers, etc. Fleet Management does not want stickers in windows.
8. Owners manual;
9. Full tank of fuel. Bi-Fuel, hybrid, FFV, etc. vehicles must include all tanks full upon delivery. This may require dealer to top off tanks immediately prior to delivery to Surplus Property or other approved location;
10. Temporary West Virginia License if required;
11. Valid West Virginia Inspection Sticker affixed to windshield. The vehicle must be inspected in the month delivered, thus providing a minimum of 11 months and maximum of 12 months before the next inspection must occur;
12. No dealer insignia or other advertising shall be affixed to the vehicle or appear on mud flaps, bumpers, deck lids, etc. Vehicles delivered with such advertising may be rejected.

**Reports:**

## MV10 General Specifications/Information

Successful vendors shall be required to submit a report July 15, 2010 detailing the number of vehicles by class and total amount of sales to that date under the MV10 contract. It would be helpful if this report included the agency/political sub making the purchase. Submit report to: [jo.a.adkins@wv.gov](mailto:jo.a.adkins@wv.gov).

The following State Agencies require 24 hour notice prior to delivery.

Division of Highways

West Virginia State Police

Division of Natural Resources

Higher Education (Colleges)

Division of Forestry

Elected Officials

CLASS 1 AUTOMOBILE

070-06-01-000

Sub-Compact,  
Front Wheel Drive, Wheelbase 95"

To include but not limited to: Chevrolet Aveo, Toyota Prius

Vendor Name	PENSKE TOYOTA
Manufacturer / Brand	TOYOTA
Delivery	120 DAYS
Model Name & Number	YARIS 1422 & 1442

Requirements:

Engine	MIN: 75 HP 85 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
106	103

**Comply**  
**Comply**

2 - DOOR VEHICLE

Price Each Gasoline	\$ 13,780.00
Price Each Flex-Fuel	N/A

EPA HGWY	EPA CITY
36	29

4 - DOOR VEHICLE

Price Each Gasoline	\$ 14,480.00
Price Each Flex-Fuel	N/A

EPA HGWY	EPA CITY
35	29

Options:

1 AM/FM w/CD Player	INCLUDED WITH POWER PACKAGE	\$ 840.00
2 Shop/Service Manual	1 YEAR ON-LINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	NOT AVAILABLE	\$ -
4 Tilt Wheel & Cruise Control		\$ 250.00
5 Keyless Entry	INCLUDED WITH POWER PACKAGE	\$ -
6 Power Windows /Power Locks		\$ 1,540.00
7 Side Air Bags	STANDARD	\$ -
8 Bodyside Mouldings	NOT AVAILABLE	\$ -
9 Interior Upgrade	NOT AVAILABLE	\$ -
10 Exterior colors	SEE BROCHURE	\$ -
11 Delete Floor Mats (Deduct)		\$ 120.00
12 FOB Dealership: (Deduct)		\$ 100.00
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL W.V. DEALERSHIP FROM FACTORY


CLASS 1 AUTOMOBILE  
 Sub-Compact,  
 Front Wheel Drive, Wheelbase 95"  
 To include but not limited to: Chevrolet Aveo, Toyota Prius

070-06-01-000

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 120 DAYS  
 Model Name & Number PRIUS 1221 & 1223

Requirements:	
Engine	MIN: 75 HP 85 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
134	153

Comply  
Comply

**2 - DOOR VEHICLE**  
 Price Each Gasoline N/A  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY

**4 - DOOR VEHICLE**  
 Price Each Gasoline \$ 22,280.00  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY
51	48

Options:		
1 AM/FM w/CD Player	STANDARD	\$ -
2 Shop/Service Manual	1 YEAR ON-LINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	NOT AVAILABLE	\$ -
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Power Windows /Power Locks	STANDARD	\$ -
7 Side Air Bags	STANDARD	\$ -
8 Bodyside Mouldings	NOT AVAILABLE	\$ -
9 Interior Upgrade		\$ 3,800.00
10 Exterior colors	SEE BROCHURE	\$ -
11 Delete Floor Mats (Deduct)		\$ (120.00)
12 FOB Dealership: (Deduct)		\$ (100.00)
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:  
VEHICLES WILL BE DROP SHIPPED TO LOCAL W.V. DEALERSHIP FROM FACTORY  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CLASS 2 AUTOMOBILE  
 Compact, 4 Door Sedan  
 Front Wheel Drive, Wheelbase 102.9"

Includes but is not limited to: Ford Fusion, Toyota Corolla, VW Jetta, Honda Civic, Mitsubishi Lancer, Ford Focus,  
 Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA  
 Delivery 75 DAYS  
 Model Name & Number COROLLA 1832

**Standard Equipment Requirements:**

Engine	MIN: 127 HP 131 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
132	128

**Comply**  
**Comply**

Price Each Gas \$ 16,280.00  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY
34	36

**Options:**

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	N/A	\$ -
4 Tilt Wheel & Cruise Control		\$ 250.00
5 Keyless Entry	MUST HAVE ITEM 5	\$ 495.00
6 Power Windows / Power Locks		\$ 695.00
7 Side Air Bags	STANDARD	\$ -
8 Exterior colors	SEE BROCHURE FOR COLORS	\$
9 Rubber matting		\$ 125.00
10 Delete Floor Mats (Deduct)	→	\$ (135.00)
11 Manual Transmission w/Overdrive (Deduct)	N/A →	\$ -
12 Remove Console (Delete) (Console between seats)	N/A →	\$ -
13 FOB Dealership: (Deduct)	→	\$ (100.00)
14 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO W.V. DEALER FROM FACTORY



CLASS 2A  
 SMALL STATION WAGON, FRONT  
 WHEEL DRIVE, 4 DOOR 2700 GVWR  
 Includes but is not limited to: Pontiac Vibe, Toyota Matrix, VW Jetta Sportswagon

Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA  
 Delivery 75 DAYS  
 Model Name MATRIX  
 Model Number: 1932

**Standard Equipment Requirements:**

Engine	MIN: 127 HP 133 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
132	128

Comply

Comply

Price Each \$ 17,380.00  
 Price Each Flex-Fuel N/A

EPA HGWAY	EPA CITY
31	25

**Options:**

1	AM/FM with CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLIE SUBSCRIPTION	\$ 225.00
3	Tilt Wheel & Cruise control		\$ 250.00
4	Keyless Entry	INCLUDED WITH ITEM 5	\$ -
5	Power Windows - Power Doors		\$ 1,020.00
6	Side Air Bags	STANDARD	\$
7	Delete Floor Mats (Deduct)		\$ (80.00)
8	FOB Dealership: (Deduct)		\$ (100.00)
9	FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES TO BE DROP SHIPPED DIRECTLY FROM FACTORY TO  
LOCAL W.V. DEALERSHIP.

PLEASE SEE BROCHURE FOR COLOR OPTIONS

**CLASS 3 AUTOMOBILE**  
 Midsize, 4 Door, Front Wheel Drive, Wheelbase 107.4"  
 Includes but is not limited to: Toyota Camry, Saturn Aura, Chevrolet Malibu

Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA  
 Delivery 75 DAYS  
 Model Name & Number CAMRY 2532

**Standard Equipment Requirements:**

Engine	MIN: 160 HP 156 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Factory Standard
Power Windows and Locks	Installed
Tires	All Season
Spare Tire	Standard Tire w/ Jack
Rear Window/Defogger	Installed
Front Seat	Standard Seating
Air Conditioning	Installed
Floor Mats	Installed
Seating Capacity	5
Front Air Bags	Installed

HP	TOR
169	167

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline \$ 20,480.00  
 Price Each Flex Fuel N/A

EOA HGWAY	EOA CITY
32	22

**Options:**

1	AM/FM w/ CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3	CD Service Manual	NOT AVAILABLE	\$ -
4	Tilt Wheel & Cruise Control	STANDARD	\$ -
5	Keyless Entry	STANDARD	\$ -
6	Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
7	6-way Power driver seat (requires Power Windows & doors)	STANDARD	\$ -
8	Side Air Bags	STANDARD	\$ -
9	Exterior colors	STANDARD	\$ -
10	Delete Floor Mats (Deduct)		\$ (135.00)
11	Manual Transmission w/Overdrive (Deduct)	NOT AVAILABLE	\$ -
12	Remove Console (Delete) (Console between seats)	NOT AVAILABLE	\$ -
13	FOB Dealership: (Deduct)		\$ (100.00)
14	FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO W.V. DEALERSHIP FROM FACTORY

**CLASS 4 AUTOMOBILE**  
 Large, 4 Door, Front Wheel Drive,  
 Wheelbase 110"

Includes but is not limited to: Pontiac G6, Chevrolet Impala, Buick Lucerne

Vendor Name: \_\_\_\_\_ **PENSKE TOYOTA**

Manufacturer / Brand	_____ <b>TOYOTA</b>
Delivery	_____ <b>75 DAYS</b>
Model Name & Number	_____ <b>CAMRY 2552</b>

**Standard Equipment Requirements:**

Engine	_____ <b>MIN: 210 HP 210 TORQUE</b>
Transmission	_____ <b>Automatic</b>
Steering	_____ <b>Power</b>
Brakes	_____ <b>Power/ABS</b>
Radio	_____ <b>AM/FM</b>
Glass	_____ <b>All Tinted</b>
Mirrors	_____ <b>Left &amp; Right Outside</b>
License Plate Mounts	_____ <b>Front &amp; Rear</b>
Fuel Tank	_____ <b>Factory Standard</b>
Power Windows and Locks	_____ <b>Installed</b>
Tires	_____ <b>All Season</b>
Spare Tire	_____ <b>Standard Tire w/ Jack</b>
Rear Window/Defogger	_____ <b>Installed</b>
Front Seat	_____ <b>Standard Seating</b>
Air Conditioning	_____ <b>Installed</b>
Floor Mats	_____ <b>Installed</b>
Seating Capacity	_____ <b>5</b>
Front Air Bags	_____ <b>Installed</b>

HP	TOR
268	248

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline	\$ _____ <b>22,880.00</b>
Price Each Flex Fuel	_____ <b>NOT AVAILABLE</b>

EOA HGWAY	EOA CITY
28	19

**Options:**

1 AM/FM w/ CD Player	_____ <b>STANDARD</b>	\$ _____
2 Shop/Service Manual	_____ <b>1-YEAR ONLINE SUBSCRIPTION</b>	\$ _____ <b>225.00</b>
3 CD Service Manual	_____ <b>NOT AVAILABLE</b>	\$ _____
4 Tilt Wheel & Cruise Control	_____ <b>STANDARD</b>	\$ _____
5 Keyless Entry	_____ <b>STANDARD</b>	\$ _____
6 Power Windows, Locks, Power Heated Mirrors	_____ <b>STANDARD</b>	\$ _____
7 6-way Power driver seat (requires Power Windows & doors)	_____ <b>STANDARD</b>	\$ _____
8 Side Air Bags	_____ <b>STANDARD</b>	\$ _____
9 Exterior colors	_____ <b>STANDARD</b>	\$ _____
10 Delete Floor Mats (Deduct)	_____ <b>→</b>	\$ _____ <b>(135.00)</b>
11 Manual Transmission w/Overdrive (Deduct)	_____ <b>NOT AVAILABLE →</b>	\$ _____
12 Remove Console (Delete) (Console between seats)	_____ <b>NOT AVAILABLE →</b>	\$ _____
13 FOB Dealership: (Deduct)	_____ <b>→</b>	\$ _____ <b>(100.00)</b>
14 FOB Other than Metro Charleston - Per Mile	_____ <b>→</b>	\$ _____ <b>1.35</b>

Additional Information:  
 \_\_\_\_\_ **WHEELBASE IS 109.3 "**  
 \_\_\_\_\_ **VEHICLES WILL DROP SHIPPED FROM FACTORY TO LOCAL W.V. DEALERSHIP**  
 \_\_\_\_\_  
 \_\_\_\_\_

CLASS 5A - AUTOMOBILE  
 HYBRID, COMPACT, 4 DOOR  
 Includes but is not limited to: Toyota Prius, Honda Civic

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 120 DAYS  
 Model Name PRIUS  
 Model #: 1221 & 1223

**Requirements:**

Engine MIN: 76 HP 82 TORQUE  
 Transmission Automatic  
 Steering Power  
 Brakes Power/ABS  
 Radio AM/FM  
 Glass All Tinted  
 Mirrors Left & Right Outside  
 License Plate Mounts Front & Rear  
 Tires All Season  
 Spare Tire Included - w/Jack  
 Rear Window/Defogger Installed  
 Front Seat Bucket  
 Air Conditioning Installed  
 Floor Mats Installed  
 Front Air Bags Installed

HP TORQUE

134	153
-----	-----

**Comply**

**Comply**

**Comply**

Price Each Gasoline \$ 22,280.00  
 Price Each Flex-Fuel NOT AVAILABLE

EPA HGWY EPA CITY

51	48
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**Options:**

- 1 AM/FM with CD Player
- 2 Shop/Service Manual
- 3 Tilt Wheel & Cruise control
- 4 Keyless Entry
- 5 Power Windows - Power Doors
- 7 Side Air Bags
- 8 Delete Floor Mats (Deduct)
- 9 FOB Dealership: (Deduct)
- 10 FOB Other than Metro Charleston - Per Mile

**STANDARD**  
 1-YEAR ONLINE SUBSCRIPTION  
**STANDARD**  
 STANDARD  
**STANDARD**  
 STANDARD

\$	-
\$	225.00
\$	-
\$	-
\$	-
\$	-
\$	(135.00)
\$	(100.00)
\$	1.35

Additional Information:

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**CLASS 6 AUTOMOBILE**  
 Utility Small, 4 Wheel Drive/AWD, 4 Door  
 3,800 GVWR 103" Wheelbase

Vendor Name: \_\_\_\_\_ Includes but is not limited to: Toyota RAV4, Ford Escape

Manufacturer / Brand	TOYOTA
Delivery	120 DAYS
Model Name & Number	RAV-4 4433

**Standard Equipment Requirements:**

Engine	MIN: 165 HP 161 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Rear Window/Defogger	Installed
Fuel Tank	Standard
Front Seat	Bucket
Rear Seat	Bench
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	

HP	TORQUE
269	246

**Comply**  
**Comply**  
**Comply**

EPA HGWAY	EPA CITY
28	22

Price Each Gasoline	\$ 23,880.00
Price Each Flex Fuel	NOT AVAILABLE

**Options:**

1 Off Road Package including Limited Slip Rear Includes:		\$ \$ 2,600.00
Axle-Trac-Lok Differential	\$	
Engine Cooling - Heavy Duty	\$	
Skid plate Group	\$	
Suspension - Heavy Duty W/gas Shocks	\$	
Front and Rear Tow hooks	\$	
Hi & Lo Gear 4WD or equivalent	\$	
Off Road Tires	\$	
2 Shop/Service Manual	NOT AVAILABLE	\$
3 CD Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Power Windows / Power Locks	STANDARD	\$ -
7 Rear Air and Heat	NOT AVAILABLE	\$ -
8 Tow Package		\$ 280.00
9 Exterior colors	STANDARD	\$ -
10 Side Air Bags	STANDARD	\$ -
11 Low Range 4 Wheel Drive Option	STANDARD	\$ -
12 Spare Tire Carrier - External	STANDARD	\$ -
13 Roof-Top Luggage Rack		\$ 260.00
14 Third Row Seating		\$ 985.00
15 Slush/All Weather Mats (Driver & Passenger)		\$ 145.00
16 Slush/All Weather Mats (Second Row)		\$ 85.00
17 Slush/All Weather Mats (Cargo)		\$ 165.00
18 Delete Floor Mats (Deduct)		\$ (135.00)
19 Delete Cloth Seats (Deduct)	NOT AVAILABLE	\$ -
20 Delete Carpet (Deduct)	NOT AVAILABLE	\$ -
21 Manual Transmission w/Overdrive (Deduct)	NOT AVAILABLE	\$ -
22 Remove Console (Delete) (Console between seats)	NOT AVAILABLE	\$ -
23 FOB Dealership: (Deduct)		\$ (100.00)
24 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL DEALER FROM FACTORY

CLASS 8A AUTOMOBILE

070-06-08-010

4 Door,  
130" Wheelbase,

Includes but is not limited to: GMC Yukon, Toyota Highlander, Chevrolet Tahoe

Vendor Name PENSKE TOYOTA

Manufacturer / Brand TOYOTA

Delivery 120 DAYS

Model Name & Number HIGHLANDER HYBRID 6964

HP	TORQUE
270	212

Standard Equipment Requirements:

Engine	MIN: 209 HP HYBRID
Transmission	Automatic w/Overdrive
Steering	Power
Brakes	Power/ABS
Radio	AM / FM /CD
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Tilt Wheel & Cruise Control	Standard
Keyless Entry	Standard
Power Windows/Power Locks	Standard
Rear Window/Defogger	Installed
Fuel Tank	Standard
Front Seat	Bucket
Rear Seat	Bench
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

Comply

Comply

Comply

Price Each Gasoline (4 Wheel Drive) \$ 32,380.00

Price Each Flex Fuel (4 Wheel Drive) NOT AVAILABLE

EPA HGWY	EPA CITY
27	25

Price Each Gasoline (2 Wheel Drive) NOT AVAILABLE

Price Each Flex Fuel (2 Wheel Drive) NOT AVAILABLE

EPA HGWY	EPA CITY

Options:

1 Shop/Service Manual	NOT AVAILABLE	\$ -
2 CD Service Manual	<del>1 YEAR ONLINE SUBSCRIPTION</del>	\$ 225.00
3 Tow Package	INCLUDES WIRING HARNESS	\$ 685.00
4 Side Air Bags	<del>STANDARD</del>	\$ -
5 Exterior colors	STANDARD	\$ -
6 Slush/All Weather Mats (Driver & Passenger)		\$ 145.00
7 Slush/All Weather Mats (Second Row)		\$ 85.00
8 Slush/All Weather Mats (Cargo)		\$ 165.00
9 Delete Floor Mats (Deduct)		\$ (160.00)
10 Delete Cloth Seats (Deduct)	<del>NOT AVAILABLE</del>	\$ -
11 Delete Carpet (Deduct)	<del>NOT AVAILABLE</del>	\$ -
12 FOB Dealership: (Deduct)		\$ (100.00)
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO LOCAL W.V. DEALERSHIP FROM FACTORY

CLASS 24 VAN  
7 Passenger, Front Wheel Drive,  
110" Wheelbase

Includes but is not limited to: Grand Caravan, Toyota Sienna

Vendor Name: \_\_\_\_\_ PENSKE TOYOTA  
Manufacturer / Brand \_\_\_\_\_ TOYOTA  
Delivery \_\_\_\_\_ 75 DAYS  
Model Name & Number \_\_\_\_\_ SIENNA 5336

Standard Equipment Requirements:

Engine	MIN: 175 HP 165 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside - 5" x 8" Minimum
License Plate Mounts	Front & Rear
Seating	7 Passenger
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window Wiper/Defogger	Installed
Floor Mats	Installed
Air Conditioning	Installed
Front Air Bags	Installed
Doors	Side & Rear Loading Doors w/Glass

HP	TORQUE
266	245

Comply  
Comply  
Comply

Price Each Gasoline	V-6	\$	24,280.00
Price Each Flex-Fuel		NOT AVAILABLE	

EPA HWY	EPA CITY
23	17

Options:

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	NOT AVAILABLE	\$ -
3 CD Service Manual	1 YEAR ONLINE SUBSCRIPTION	\$ 225.00
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Extended Wheel Base	NOT AVAILABLE	\$ -
7 Sunscreen Glass	STANDARD	\$ -
8 Rear Heat and Air	STANDARD	\$ -
9 Drivers Side Sliding Door	STANDARD	\$ -
10 Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
11 Side Air Bags	STANDARD	\$ -
12 Stow N Go Seating	STANDARD	\$ -
13 Exterior colors	STANDARD	\$ -
14 Slush/All Weather Mats (Driver & Passenger)	\$	\$ 145.00
15 Slush/All Weather Mats (Second Row)	\$	\$ 85.00
16 Slush/All Weather Mats (Cargo)	\$	\$ 165.00
17 Delete Center Row Seats (Deduct)	NOT AVAILABLE	\$ -
18 Delete Third Row Seats (Deduct)	STOW-N-GO	\$ -
19 FOB Dealership: (Deduct)		\$ (100.00)
20 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE SHIPPED DIRECTLY FROM FACTORY TO LOCAL W.V. DEALERSHIP

CLASS 34B HYBRID AUTOMOBILE  
 Mid-Size, 4 Door, 3680 Curb Weight  
 Includes but is not limited to: Chevrolet Malibu, Saturn Aura

070-06-34-020

Vendor Name	PENSKE TOYOTA
Manufacturer / Brand	TOYOTA
Delivery	90 DAYS
Model Name & Number	CAMRY HYBRID 2560

**Standard Equipment Requirements:**

Engine	Full Hybrid 187 HP
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM / FM / CD
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Standard
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Standard
Tilt Wheel & Cruise Control	Standard
4 Passenger Seating	Standard
Front Seat	Bucket
Floor Mats	Installed
Rear Window Defogger	Standard
Front Air Bags	Installed

HP	TORQUE
187	138

**Comply**  
**Comply**  
**Comply**

EPA HGWY	EPA CITY
33	34

Hybrid Front Wheel Drive \$ 24,880.00

**Options:**

1 Shop/Service Manual	NOT AVAILABLE	\$	-
2 CD Service Manual	1-YEAR ONLINE	\$	225.00
3 Keyless Entry	STANDARD	\$	-
4 Side Air Bag	STANDARD	\$	-
6 Exterior colors	STANDARD	\$	-
7 Delete Floor Mats (Deduct)		\$	(135.00)
8 FOB Dealership: (Deduct)		\$	(100.00)
9 FOB Other than Metro Charleston - Per Mile		\$	1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO LOCAL W.V. DEALERSHIP FROM FACTORY



# State of West Virginia VENDOR PREFERENCE CERTIFICATE

Certification and application\* is hereby made for Preference in accordance with **West Virginia Code, §5A-3-37**. (Does not apply to construction contracts). **West Virginia Code, §5A-3-37**, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**

- Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
- Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
- Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

2. **Application is made for 2.5% resident vendor preference for the reason checked:**

- Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

3. **Application is made for 2.5% resident vendor preference for the reason checked:**

- Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

4. **Application is made for 5% resident vendor preference for the reason checked:**

- Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**

- Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**

- Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

Bidder: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT****VENDOR OWING A DEBT TO THE STATE:**

*West Virginia Code* §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

**PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:**

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

**ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

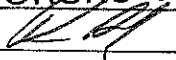
**LICENSING:**

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: Penske Toyota  
Authorized Signature:  Roy G. Durham Jr.  
Corp./Gov't. Fleet Director Date: 9/15/09

## Penske Toyota

1. All proposed vehicles will be dropped shipped to a local West Virginia dealership directly from the factory/manufacturer.
2. Local dealership will complete Pre-Delivery Inspection, gas vehicle, and clean vehicle.
3. Drop Ship dealer will complete any needed DMV or registration paperwork.
4. Prices do not include any applicable West Virginia government sale tax, fees, or registration.
5. Please see enclosed brochures for exterior and interior color choices.



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

**Request for  
 Quotation**

RFQ NUMBER
MV10

**COPY**

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
**Penske Toyota**  
 9136 E. FIRESTONE BLD  
 Downey, CA 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		070-06-01-000		
2010 (OR CURRENT MODEL YEAR) MOTOR VEHICLES						
REQUEST FOR QUOTATION						
<p>THE PURCHASING DIVISION IS SOLICITING BIDS FOR A BLANKET OPEN-END STATEWIDE CONTRACT TO SUPPLY 2010 (OR CURRENT YEAR MODELS) TO ALL WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS.</p> <p>VENDOR'S ARE REQUESTED TO TYPE PRICING INFORMATION AND ADD BIDDER'S COMPANY NAME TO EACH PAGE. PLEASE SUBMIT AND ELECTRONIC VERSION WITH YOUR BID. THIS IS IN ADDITION TO THE ORIGINAL BID PACKAGE. ELECTRONIC VERISON OF MV10 PRICING PAGES CAN BE FOUND AT: <a href="http://www.state.wv.us/admin/purchase/newul.htm">HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/NEWUL.HTM</a></p> <p>THE PAPER COPY SHALL PREVAIL IF ANY DIFFERENCE EXISTS BETWEEN THE ELECTRONIC COPY AND THE PAPER SUBMITTED.</p> <p>*****            QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS 08/24/2009. VENDORS ARE ENCOURAGED TO COMPLETELY REVIEW REQUEST FOR QUOTATION PACKAGE AND BID SHEETS PRIOR TO THAT TIME. TIME IS OF THE ESSENCE AND THIS BID SCHEDULE MUST BE MAINTAINED. WRITTEN QUESTIONS MAY BE SENT VIA FAX, USPS, COURIER OR E-MAIL. THE PREFERRED METHOD IS E-MAIL.            SEND TO:            JO ANN ADKINS</p>						

SIGNATURE		SEE REVERSE SIDE FOR TERMS AND CONDITIONS		TELEPHONE		DATE	
Roy G. Durham Jr.				800-245-4541		9/15/09	
TITLE		FEIN		ADDRESS CHANGES TO BE NOTED ABOVE			
Corp./Gov't. Fleet Director		95 437 191P					

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS**  
**REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. 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.
12. 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 may be deemed null and void, and 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

---

**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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

# Request for Quotation

RFQ NUMBER  
 MV10

PAGE  
 2

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 JO ANN ADKINS  
 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**  
 9136 E. FIRESTONE BLVD.  
 DOWN ET, CA 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305 FAX: 304-558-4115 E-MAIL: JO.A.ADKINS@WV.GOV  *****NOTICE*****NOTICE*****  ALL OPTION PRICING MUST BE AT DEALER COST. BIDDERS SHOULD COMPLETE AND RETURN THE INFORMATION / CERTIFICATION PAGE WITH BIDS. CONTRACT SHALL NOT BE AWARDED WITHOUT RECEIPT OF CERTIFICATION.  ATTACHMENTS TO THIS REQUEST FOR QUOTATION. 1. MV10 GENERAL SPECIFICATIONS/INFORMATION FOUR PAGES, DATED AUGUST 06, 2009. 2. BID PRICING PAGES FOR ALL CLASSES OF VEHICLES 3. RESIDENT VENDOR PREFERENCE 4. AFFIDAVIT 5. CERTIFICATION  ***** SPECIFICATION MEETING WILL BE HELD ON AUGUST 26, 2009 AT THE WEST VIRGINIA STATE POLICE PROFESSIONAL DEVELOPMENT CENTER IN INSTITUTE, WV. MEETING WILL BE AT 9:00 AM IN CLASS ROOM #1. *****  EXHIBIT 3  LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... 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						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *[Signature]* TELEPHONE: 800-245-4541 DATE: 9/15/09  
 TITLE: Roy G. Durham Jr. Corp./Gov't Fleet Director FEIN: 95 437 1918 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFQ NUMBER
MV10

PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF
TO ANN ADKINS
304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

**Penske Toyota**  
*9136 E. Fulkerson Blvd*  
*Colony, CO 90241*

SHIP TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</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 TO 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 SUPPLIED 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 THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO</p>						

SIGNATURE	SEE REVERSE SIDE FOR TERMS AND CONDITIONS		TELEPHONE	DATE
<i>[Signature]</i>			800-245-4541	
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE		
Roy G. Durham Jr. Corp./Gov't. Fleet Director	95437191P			

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

### Request for Quotation

RFQ NUMBER  
 MV10

PAGE  
 4

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 JO ANN ADKINS  
 304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**

9136 E. FIRESTONE BLVD  
 DENVER, CO 80241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001</p> <p style="text-align: center;">NOTICE</p> <p>SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: TELEPHONE: 800-245-4541 DATE: \_\_\_\_\_

TITLE: Roy G. Durham Jr. FEIN: 954371988 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'





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

### Request for Quotation

RFQ NUMBER
MV10

PAGE
5

ADDRESS CORRESPONDENCE TO ATTENTION OF
JO ANN ADKINS
304-558-8802

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**Penske Toyota**

9131 E. FIRESTONE BLVD  
 DOLNICH, CO 90241

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
08/06/2009				

BID OPENING DATE: 09/22/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID  BUYER: FILE 42 RFQ. NO.: MV10 BID OPENING DATE: 09/22/09 BID OPENING TIME: 1:30 PM  PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 626-384-3472 ----- CONTACT PERSON (PLEASE PRINT CLEARLY): <b>Penske Toyota</b> ----- Roy G. Durham Jr. Corp./Gov't. Fleet Director rdurham@rpautomotive.com <b>800-245-4541</b> ***** THIS IS THE END OF RFQ MV10 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE	TELEPHONE	DATE
	800-245-4541	9/15/09
TITLE	FEBN	ADDRESS CHANGES TO BE NOTED ABOVE
Roy G. Durham Jr. Corp./Gov't. Fleet Director	954371918	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

# Memorandum

August 06, 2009

SUBJECT: Specification Meeting – Motor Vehicle Purchases - (MV10)

On August 26, 2009 at 9:00 a.m. a motor vehicle specification meeting will be held at the West Virginia State Police Professional Development Center (Class Room 1) located at 135 Academy Drive, Dunbar, WV 25064.

MV10 – Request for Quotation is available on our website at:  
[www.state.wv.us/admin/purchase/newbul.htm](http://www.state.wv.us/admin/purchase/newbul.htm).

This is not a mandatory meeting. Attendance at this specification meeting is **NOT** mandatory in order to place a bid on the subsequent request for quotation. But, if you wish to have input into the specifications for 2010 vehicles, it is recommended that you attend this important meeting.

If you have any questions, please contact me.

Very truly yours,

Jo Ann Adkins  
Senior Buyer  
304-558-8802 (Phone)  
304-558-4115 (Fax)  
[jo.a.adkins@wv.gov](mailto:jo.a.adkins@wv.gov) (E-mail)

## **MV10 General Specifications/Information**

This RFQ is to supply 2010 (or latest model year if successful vendor desires) vehicle to the State of West Virginia Agencies and political subdivisions. An award shall be made for each Vehicle Class to the lowest, responsible bidder meeting specifications using the base price of the vehicle bid, including delivery cost and life-cycle costing, pursuant to the changes in the West Virginia Code. The life-cycle costing to be used shall be the gasoline consumption for 100,000 miles. This will only apply to vehicles < 8,500 GVWR.

### **Gasoline Costing Information:**

100,000 ÷ MPG Average (25% - City – 75% Highway)  
Gasoline shall be based on \$4.00 per gallon.

For example, if a vehicle were to average 25 MPG under the 25% city - 75% highway, the life cycle costing would equal \$12,000.00. (100,000 ÷ 25 X \$4.00) The cost of the gasoline (based on \$4.00/gallon) shall be added to the base price and shall be added to the cost shown on the bid for evaluation purposes.

### **Financial Information**

Vehicles may be purchased from this contract by any West Virginia State agency or political subdivision. West Virginia State agencies will either remit payment directly or use a third-party financing company on contract with the State of West Virginia. The Department of Administration, Purchasing Division Fleet Management Office (FMO) usually arranges for third-party financing. This arrangement requires the vendor to submit invoices to the Department of Administration, who, in turn forwards those to the third-party financing company for prompt payment.

The time required for third party financing does not differ from the time required for payment directly from the state as both are normally made within 30 days of receipt of vehicle meeting specifications and appropriate invoice. The time period is provided as an estimate only and is not guaranteed. Actual times required to process payment may vary.

**Standard options shall be included in the base price of each class with the exception of XM Radio, Sirius and On-Star, these shall be deducted from ALL vehicle classes.**

### **Options:**

Option pricing shall be submitted with the bid, but will not be part of the evaluation

## MV10 General Specifications/Information

process. All option pricing shall be at dealer cost. Bidders must sign the Certification and return preferably with the bid. No awards shall be processed without such Certification.

Options other than those stated in the final contract may occasionally be requested. Those options may be considered by the State only if the dealer prices these items at dealer cost and furnishes proof of dealer cost prior to the purchase order being submitted by the agency. Dealer must provide verification of these prices from the manufacturer.

"Option Packages" (ex. Tow Package) must specify what items are included.

### Pricing

Use the attached pricing pages for your quotation. Vendors should add their name to each page. All vehicles should be quoted FOB Dunbar, West Virginia. Vendor may add an additional per mile charge for delivery to other locations, but should be aware that additional charges may impact the award.

Prices must remain firm for the life of this contract. **Note:** This contract is in effect for a term of one year or until such time as the vendor notifies the Purchasing Division that the model year build out date has been reached (unless the vendor chooses to supply next model vehicles at price quoted), or until contracts are issued for the next model year.

### Delivery Information

Deliveries **must** be made Monday through Friday 9 a.m. to 3:30 p.m.

Vehicles delivered to Surplus Property will be inspected in a timely manner. Ordering agencies will inform the dealers if the vehicles do not meet specifications outlined in the purchase order. Additionally, they will work with the appropriate vendor to resolve any issues.

Please contact Surplus Property, Gene Young, at 304-766-2626 to make delivery arrangements. Mr. Young must be contacted five (5) working days in advance of requested delivery date for authorization.

All deliveries of vehicles to other agencies (list attached) require 24-hour notice prior to delivery.

### Equipment Specifications and Requirements

**NOTE:** All vehicles must be pre-drilled with hardware to meet specifications that require both front and rear license plate prior to delivery. This is a requirement under West Virginia State Law. Any vehicle delivered without such holder shall be rejected until the dealer corrects the

## MV10 General Specifications/Information

deficiency.

**NOTE:** Options listed on the vehicle classification bid sheets must be quoted with initial bid. These include such things as delivery costs, deduct for pick-up of vehicles at dealership and optional beds for chassis cabs.

**NOTE:** When options are priced, back-up alarms must be listed if they are available from the manufacturer for that particular vehicle.

All vehicles shall be gasoline powered unless otherwise stated. Diesel, hybrid, Flex Fuel, etc. may be specified on various models.

Vehicles must have all equipment found on the manufacturer's base model plus all other items, packages, etc., needed to meet the specifications for each order class placed against the contract.

All equipment/options must be manufacturer installed except tow hooks. Any other non-manufacturer installed options must be approved by the Purchasing Division.

All vehicles shall have the full manufacturer's warranty.

Prior to delivery, all vehicles must include the following:

1. Complete lubrication;
2. Fill crank case with oil;
3. Adjustment of engine to proper operating condition;
4. Inflate tires to proper pressure;
5. Verification of perfect operation of all mechanical and performance features;
6. Front end alignment and balancing of all tires;
7. Wash and clean inside and out including removal of all unnecessary tags, stickers, papers, etc. Fleet Management does not want stickers in windows.
8. Owners manual;
9. Full tank of fuel. Bi-Fuel, hybrid, FFV, etc. vehicles must include all tanks full upon delivery. This may require dealer to top off tanks immediately prior to delivery to Surplus Property or other approved location;
10. Temporary West Virginia License if required;
11. Valid West Virginia Inspection Sticker affixed to windshield. The vehicle must be inspected in the month delivered, thus providing a minimum of 11 months and maximum of 12 months before the next inspection must occur;
12. No dealer insignia or other advertising shall be affixed to the vehicle or appear on mud flaps, bumpers, deck lids, etc. Vehicles delivered with such advertising may be rejected.

**Reports:**

## MV10 General Specifications/Information

Successful vendors shall be required to submit a report July 15, 2010 detailing the number of vehicles by class and total amount of sales to that date under the MV10 contract. It would be helpful if this report included the agency/political sub making the purchase. Submit report to: [jo.a.adkins@wv.gov](mailto:jo.a.adkins@wv.gov).

The following State Agencies require 24 hour notice prior to delivery.

Division of Highways

West Virginia State Police

Division of Natural Resources

Higher Education (Colleges)

Division of Forestry

Elected Officials

CLASS 1 AUTOMOBILE

070-06-01-000

Sub-Compact,  
Front Wheel Drive, Wheelbase 95"

To include but not limited to: Chevrolet Aveo, Toyota Prius

Vendor Name	<u>PENSKE TOYOTA</u>
Manufacturer / Brand	<u>TOYOTA</u>
Delivery	<u>120 DAYS</u>
Model Name & Number	<u>YARIS 1422 &amp; 1442</u>

Requirements:	
Engine	MIN: 75 HP 85 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
106	103

**Comply**  
**Comply**

2 - DOOR VEHICLE	
Price Each Gasoline	\$ 13,780.00
Price Each Flex-Fuel	N/A

EPA HGWY	EPA CITY
36	29

4 - DOOR VEHICLE	
Price Each Gasoline	\$ 14,480.00
Price Each Flex-Fuel	N/A

EPA HGWY	EPA CITY
35	29

Options:

1 AM/FM w/CD Player	INCLUDED WITH POWER PACKAGE	\$ 840.00
2 Shop/Service Manual	1 YEAR ON-LINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	NOT AVAILABLE	\$ -
4 Tilt Wheel & Cruise Control		\$ 250.00
5 Keyless Entry	INCLUDED WITH POWER PACKAGE	\$ -
6 Power Windows /Power Locks		\$ 1,540.00
7 Side Air Bags	STANDARD	\$ -
8 Bodyside Mouldings	NOT AVAILABLE	\$ -
9 Interior Upgrade	NOT AVAILABLE	\$ -
10 Exterior colors	SEE BROCHURE	\$ -
11 Delete Floor Mats (Deduct)		\$ 120.00
12 FOB Dealership: (Deduct)		\$ 100.00
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL W.V. DEALERSHIP FROM FACTORY

CLASS 1 AUTOMOBILE

070-06-01-000

Sub-Compact,  
Front Wheel Drive, Wheelbase 95"

To include but not limited to: Chevrolet Aveo, Toyota Prius

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 120 DAYS  
 Model Name & Number PRIUS 1221 & 1223

Requirements:

Engine	MIN: 75 HP 85 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
134	153

**Comply**  
**Comply**

2 - DOOR VEHICLE

Price Each Gasoline N/A  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY

4 - DOOR VEHICLE

Price Each Gasoline \$ 22,280.00  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY
51	48

Options:

- |    |  |                             |
|----|--|-----------------------------|
| 1  | AM/FM w/CD Player                          | STANDARD                    |
| 2  | Shop/Service Manual                        | 1 YEAR ON-LINE SUBSCRIPTION |
| 3  | CD Service Manual                          | NOT AVAILABLE               |
| 4  | Tilt Wheel & Cruise Control                | STANDARD                    |
| 5  | Keyless Entry                              | STANDARD                    |
| 6  | Power Windows /Power Locks                 | STANDARD                    |
| 7  | Side Air Bags                              | STANDARD                    |
| 8  | Bodyside Mouldings                         | NOT AVAILABLE               |
| 9  | Interior Upgrade                           |                             |
| 10 | Exterior colors                            | SEE BROCHURE                |
| 11 | Delete Floor Mats (Deduct)                 |                             |
| 12 | FOB Dealership: (Deduct)                   |                             |
| 13 | FOB Other than Metro Charleston - Per Mile |                             |

\$	-
\$	225.00
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	3,800.00
\$	-
\$	(120.00)
\$	(100.00)
\$	1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL W.V. DEALERSHIP FROM FACTORY

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CLASS 2 AUTOMOBILE  
 Compact, 4 Door Sedan  
 Front Wheel Drive, Wheelbase 102.9"

Includes but is not limited to: Ford Fusion, Toyota Corolla, VW Jetta, Honda Civic, Mitsubishi Lancer, Ford Focus,  
 Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA  
 Delivery 75 DAYS  
 Model Name & Number COROLLA 1832

**Standard Equipment Requirements:**

Engine	MIN: 127 HP 131 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
132	128

**Comply**  
**Comply**

Price Each Gas \$ 16,280.00  
 Price Each Flex-Fuel N/A

EPA HGWY	EPA CITY
34	36

**Options:**

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3 CD Service Manual	N/A	\$ -
4 Tilt Wheel & Cruise Control		\$ 250.00
5 Keyless Entry	MUST HAVE ITEM 6	\$ 495.00
6 Power Windows / Power Locks		\$ 695.00
7 Side Air Bags	STANDARD	\$ -
8 Exterior colors	SEE BROCHURE FOR COLORS	\$
9 Rubber matting		\$ 125.00
10 Delete Floor Mats (Deduct)	→	\$ (135.00)
11 Manual Transmission w/Overdrive (Deduct)	N/A →	\$ -
12 Remove Console (Delete) (Console between seats)	N/A →	\$ -
13 FOB Dealership: (Deduct)	→	\$ (100.00)
14 FOB Other than Metro Charleston - Per Mile	→	\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO W.V. DEALER FROM FACTORY

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CLASS 2A  
 SMALL STATION WAGON, FRONT  
 WHEEL DRIVE, 4 DOOR 2700 GVWR  
 Includes but is not limited to: Pontiac Vibe, Toyota Matrix, VW Jetta Sportswagon

Vendor Name: \_\_\_\_\_ PENSKE TOYOTA

Manufacturer / Brand	_____ TOYOTA _____
Delivery	_____ 75 DAYS _____
Model Name	_____ MATRIX _____
Model Number:	_____ 1932 _____

**Standard Equipment Requirements:**

Engine	MIN: 127 HP 133 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window/Defogger	Installed
Front Seat	Bucket
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
132	128

Comply

Comply

Price Each	\$ _____ 17,380.00
Price Each Flex-Fuel	_____ N/A _____

EPA HGWAY	EPA CITY
31	25

**Options:**

1	AM/FM with CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLIE SUBSCRIPTION	\$ 225.00
3	Tilt Wheel & Cruise control		\$ 250.00
4	Keyless Entry	INCLUDED WITH ITEM 5	\$ -
5	Power Windows - Power Doors		\$ 1,020.00
6	Side Air Bags	STANDARD	\$
7	Delete Floor Mats (Deduct)	→	\$ (80.00)
8	FOB Dealership: (Deduct)	→	\$ (100.00)
9	FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES TO BE DROP SHIPPED DIRECTLY FROM FACTORY TO  
 LOCAL W.V. DEALERSHIP.

PLEASE SEE BROCHURE FOR COLOR OPTIONS

CLASS 3 AUTOMOBILE  
 Midsize, 4 Door, Front Wheel Drive, Wheelbase 107.4"  
 Includes but is not limited to: Toyota Camry, Saturn Aura, Chevrole Malibu

Vendor Name: PENSKE TOYOTA

Manufacturer / Brand TOYOTA

Delivery 75 DAYS

Model Name & Number CAMRY 2532

**Standard Equipment Requirements:**

Engine	MIN: 160 HP 156 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Factory Standard
Power Windows and Locks	Installed
Tires	All Season
Spare Tire	Standard Tire w/ Jack
Rear Window/Defogger	Installed
Front Seat	Standard Seating
Air Conditioning	Installed
Floor Mats	Installed
Seating Capacity	5
Front Air Bags	Installed

HP	TOR
169	167

Comply  
Comply  
Comply

Price Each Gasoline \$ 20,480.00

Price Each Flex Fuel N/A

EOA HWY	EOA CITY
32	22

**Options:**

1	AM/FM w/ CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3	CD Service Manual	NOT AVAILABLE	\$ -
4	Tilt Wheel & Cruise Control	STANDARD	\$ -
5	Keyless Entry	STANDARD	\$ -
6	Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
7	6-way Power driver seat (requires Power Windows & doors)	STANDARD	\$ -
8	Side Air Bags	STANDARD	\$ -
9	Exterior colors	STANDARD	\$ -
10	Delete Floor Mats (Deduct)		\$ (135.00)
11	Manual Transmission w/Overdrive (Deduct)	NOT AVAILABLE	\$ -
12	Remove Console (Delete) (Console between seats)	NOT AVAILABLE	\$ -
13	FOB Dealership: (Deduct)		\$ (100.00)
14	FOB Other than Metro Charleston - Per Mile		\$ 1.35

**Additional Information:**

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO W.V. DEALERSHIP FROM FACTORY

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CLASS 4 AUTOMOBILE  
 Large, 4 Door, Front Wheel Drive,  
 Wheelbase 110"

Includes but is not limited to: Pontiac G6, Chevrolet Impala, Buick Lucerne

Vendor Name: \_\_\_\_\_ PENSKE TOYOTA

Manufacturer / Brand \_\_\_\_\_ TOYOTA  
 Delivery \_\_\_\_\_ 75 DAYS  
 Model Name & Number \_\_\_\_\_ CAMRY 2552

**Standard Equipment Requirements:**

Engine	MIN: 210 HP 210 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Factory Standard
Power Windows and Locks	Installed
Tires	All Season
Spare Tire	Standard Tire w/ Jack
Rear Window/Defogger	Installed
Front Seat	Standard Seating
Air Conditioning	Installed
Floor Mats	Installed
Seating Capacity	5
Front Air Bags	Installed

HP	TOR
268	248

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline \$ 22,880.00  
 Price Each Flex Fuel NOT AVAILABLE

EOA HGWY	EOA CITY
28	19

**Options:**

1	AM/FM w/ CD Player	STANDARD	\$ -
2	Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3	CD Service Manual	NOT AVAILABLE	\$ -
4	Tilt Wheel & Cruise Control	STANDARD	\$ -
5	Keyless Entry	STANDARD	\$ -
6	Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
7	6-way Power driver seat (requires Power Windows & doors)	STANDARD	\$ -
8	Side Air Bags	STANDARD	\$ -
9	Exterior colors	STANDARD	\$ -
10	Delete Floor Mats (Deduct)		\$ (135.00)
11	Manual Transmission w/Overdrive (Deduct)	NOT AVAILABLE	\$ -
12	Remove Console (Delete) (Console between seats)	NOT AVAILABLE	\$ -
13	FOB Dealership: (Deduct)		\$ (100.00)
14	FOB Other than Metro Charleston - Per Mile		\$ 1.35

**Additional Information:**

WHEELBASE IS 109.3 "  
 VEHICLES WILL DROP SHIPPED FROM FACTORY TO LOCAL W.V. DEALERSHIP

CLASS 5A - AUTOMOBILE  
 HYBRID, COMPACT, 4 DOOR  
 Includes but is not limited to: Toyota Prius, Honda Civic

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 120 DAYS  
 Model Name PRIUS  
 Model #: 1221 & 1223

**Requirements:**

Engine MIN: 76 HP 82 TORQUE  
 Transmission Automatic  
 Steering Power  
 Brakes Power/ABS  
 Radio AM/FM  
 Glass All Tinted  
 Mirrors Left & Right Outside  
 License Plate Mounts Front & Rear  
 Tires All Season  
 Spare Tire Included - w/Jack  
 Rear Window/Defogger Installed  
 Front Seat Bucket  
 Air Conditioning Installed  
 Floor Mats Installed  
 Front Air Bags Installed

HP TORQUE

134	153
-----	-----

**Comply**

**Comply**

**Comply**

Price Each Gasoline \$ 22,280.00  
 Price Each Flex-Fuel NOT AVAILABLE

EPA HGWY EPA CITY

51	48
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**Options:**

1	AM/FM with CD Player	STANDARD	\$	-
2	Shop/Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$	225.00
3	Tilt Wheel & Cruise control	STANDARD	\$	-
4	Keyless Entry	STANDARD	\$	-
5	Power Windows - Power Doors	STANDARD	\$	-
7	Side Air Bags	STANDARD	\$	-
8	Delete Floor Mats (Deduct)		\$	(135.00)
9	FOB Dealership: (Deduct)		\$	(100.00)
10	FOB Other than Metro Charleston - Per Mile		\$	1.35

Additional Information:

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**CLASS 6 AUTOMOBILE**  
 Utility Small, 4 Wheel Drive/AWD, 4 Door  
 3,800 GVWR 103" Wheelbase

Vendor Name: \_\_\_\_\_ Includes but is not limited to: Toyota RAV4, Ford Escape

Manufacturer / Brand	TOYOTA
Delivery	120 DAYS
Model Name & Number	RAV-4 4433

**Standard Equipment Requirements:**

Engine	MIN: 165 HP 161 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Rear Window/Defogger	Installed
Fuel Tank	Standard
Front Seat	Bucket
Rear Seat	Bench
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	

HP	TORQUE
269	246

**Comply**  
**Comply**  
**Comply**

EPA HGWAY	EPA CITY
28	22

Price Each Gasoline	\$ 23,880.00
Price Each Flex Fuel	NOT AVAILABLE

**Options:**

1 Off Road Package Including Limited Slip Rear Includes:

- Axle-Trac-Lok Differential
- Engine Cooling - Heavy Duty
- Skid plate Group
- Suspension - Heavy Duty W/gas Shocks
- Front and Rear Tow hooks
- Hi & Lo Gear 4WD or equivalent
- Off Road Tires

	\$ \$ 2,600.00
	\$
	\$
List items included in this group	\$
	\$
	\$
	\$
	\$
	\$
	\$

↑  
Enter total off road

- 2 Shop/Service Manual
- 3 CD Service Manual
- 4 Tilt Wheel & Cruise Control
- 5 Keyless Entry
- 6 Power Windows / Power Locks
- 7 Rear Air and Heat
- 8 Tow Package
- 9 Exterior colors
- 10 Side Air Bags
- 11 Low Range 4 Wheel Drive Option
- 12 Spare Tire Carrier - External
- 13 Roof-Top Luggage Rack
- 14 Third Row Seating
- 15 Slush/All Weather Mats (Driver & Passenger)
- 16 Slush/All Weather Mats (Second Row)
- 17 Slush/All Weather Mats (Cargo)
- 18 Delete Floor Mats (Deduct)
- 19 Delete Cloth Seats (Deduct)
- 20 Delete Carpet (Deduct)
- 21 Manual Transmission w/Overdrive (Deduct)
- 22 Remove Console (Delete) (Console between seats)
- 23 FOB Dealership: (Deduct)
- 24 FOB Other than Metro Charleston - Per Mile

NOT AVAILABLE	\$
1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
STANDARD	\$ -
STANDARD	\$ -
STANDARD	\$ -
NOT AVAILABLE	\$ -
	\$ 280.00
STANDARD	\$ -
STANDARD	\$ -
STANDARD	\$ -
	\$ 260.00
	\$ 985.00
	\$ 145.00
	\$ 85.00
	\$ 165.00
	\$ (135.00)
NOT AVAIL ABLE	\$ -
NOT AVAIL ABLE	\$ -
NOT AVAIL ABLE	\$ -
NOT AVAIL ABLE	\$ -
	\$ (100.00)
	\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED TO LOCAL DEALER FROM FACTORY

CLASS 8A AUTOMOBILE

070-06-08-010

4 Door,  
130" Wheelbase,

Includes but is not limited to: GMC Yukon, Toyota Highlander, Chevrolet Tahoe

Vendor Name	PENSKE TOYOTA
Manufacturer / Brand	TOYOTA
Delivery	120 DAYS
Model Name & Number	HIGHLANDER HYBRID 6964

Standard Equipment Requirements:

Engine	MIN: 209 HP HYBRID
Transmission	Automatic w/Overdrive
Steering	Power
Brakes	Power/ABS
Radio	AM / FM /CD
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Tilt Wheel & Cruise Control	Standard
Keyless Entry	Standard
Power Windows/Power Locks	Standard
Rear Window/Defogger	Installed
Fuel Tank	Standard
Front Seat	Bucket
Rear Seat	Bench
Air Conditioning	Installed
Floor Mats	Installed
Front Air Bags	Installed

HP	TORQUE
270	212

**Comply**  
**Comply**  
**Comply**

Price Each Gasoline (4 Wheel Drive)	\$ 32,380.00
Price Each Flex Fuel (4 Wheel Drive)	NOT AVAILABLE
Price Each Gasoline (2 Wheel Drive)	NOT AVAILABLE
Price Each Flex Fuel (2 Wheel Drive)	NOT AVAILABLE

EPA HGWY	EPA CITY
27	25
EPA HGWY	EPA CITY

Options:

1 Shop/Service Manual	NOT AVAILABLE	\$ -
2 CD Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
3 Tow Package	INCLUDES WIRING HARNESS	\$ 685.00
4 Side Air Bags	STANDARD	\$ -
5 Exterior colors	STANDARD	\$ -
6 Slush/All Weather Mats (Driver & Passenger)		\$ 145.00
7 Slush/All Weather Mats (Second Row)		\$ 85.00
8 Slush/All Weather Mats (Cargo)		\$ 165.00
9 Delete Floor Mats (Deduct)		\$ (160.00)
10 Delete Cloth Seats (Deduct)	NOT AVAILABLE	\$ -
11 Delete Carpet (Deduct)	NOT AVAILABLE	\$ -
12 FOB Dealership: (Deduct)		\$ (100.00)
13 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO LOCAL W.V. DEALERSHIP FROM FACTORY









CLASS 20A TRUCK  
 Chassis Cab, 4 Wheel Drive,  
 12,000 GVWR, Dual Rear Wheels  
 Includes but is not limited to: Dodge Ram 3500, Ford F350

Vendor Name: \_\_\_\_\_

**Penske Toyota**

Manufacturer / Brand \_\_\_\_\_  
 Delivery \_\_\_\_\_  
 Model Name & Number \_\_\_\_\_

**Standard Equipment Requirements:**

Engine	MIN: 300 HP 360 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Dual Rear Wheels	Installed
Tires	All Season Load Range D
Fuel Tank	20 Gallons Minimum
Air Conditioning	Installed
Front Seat	Bench
Standard Floor Covering	Installed
Front Air Bags	Installed

HP	TORQUE

	DIESEL	GASOLINE
Price Each 137" WB 60" Cab to Axle	\$ _____	\$ _____
Price Each 161" WB 84" Cab to Axle	\$ _____	\$ _____

**Options:**

1 Off Road Package Including Limited Slip Rear, Includes: Axle-trac-loc differential Engine Cooling - heavy duty Skid plate Group Suspension - Heavy Duty w/Gas Shocks All Terrain Tires Engine Cooling Heavy Duty	NO	\$ _____	} Enter Total Off Rd Pkg Above
2 AM/FM w/ CD Player		\$ _____	
3 Shop/Service Manual		\$ _____	
4 CD Service Manual		\$ _____	
5 Tilt Wheel & Cruise Control		\$ _____	
6 Keyless Entry		\$ _____	
7 Power Windows / Power Locks		\$ _____	
8 Back -Up Alarm		\$ _____	
9 Tow Package		\$ _____	
10 Snow Plow Package		\$ _____	
11 Side Air Bags		\$ _____	
12 Exterior colors		\$ _____	
13 Slide Rear Window		\$ _____	
14 Slush/All Weather Mats (Driver & Passenger)		\$ _____	
15 Slush/All Weather Mats (Second Row)		\$ _____	
16 Slush/All Weather Mats (Cargo)		\$ _____	
17 Dual Gas Tanks		\$ _____	
18 Flatbed 9' long f/ 60" CA (see attached specifications)		\$ _____	
19 Flatbed 12" long f/ 84" CA (see attached specifications)		\$ _____	
20 Dump Bed f/ 60" CA, 8.5' Long (see attached specifications)		\$ _____	
21 Dump Bed f/ 84" CA, 10.5' long (see attached specifications)		\$ _____	
22 Utility Bed f/ 60" CA, 9' long (see attached specifications)		\$ _____	
23 Utility Bed f/ 84" CA, 11' long (see attached specifications)		\$ _____	
24 Crane (see attached specifications)		\$ _____	
25 Crane (see attached specifications)		\$ _____	
26 Vinyl Bucket Seats		\$ _____	
27 Extended Cab w/ Third and Fourth Door		\$ _____	
28 Crew Cab - Front Hinged Doors		\$ _____	
29 Gasoline Engine: 8 Cyl, 7.0 (Deduct)	→	\$ -	
30 2 Wheel Drive (Deduct)	→	\$ -	
31 Manual Transmission w/Overdrive (Deduct)	→	\$ -	
32 FOB Dealership: (Deduct)	→	\$ -	
33 Delete Floor Mats (Deduct)	→	\$ -	
34 Delete Cloth Seats (Deduct)	→	\$ -	
35 FOB Other than Metro Charleston - Per Mile	→	\$ -	
36 Available Axle Ratios	1. _____ 2. _____ 3. _____	\$ _____	

CLASS 24 VAN  
7 Passenger, Front Wheel Drive,  
110" Wheelbase

Includes but is not limited to: Grand Caravan, Toyota Sienna

Vendor Name: \_\_\_\_\_ PENSKE TOYOTA  
Manufacturer / Brand \_\_\_\_\_ TOYOTA  
Delivery \_\_\_\_\_ 75 DAYS  
Model Name & Number \_\_\_\_\_ SIENNA 5336

Standard Equipment Requirements:

Engine	MIN: 175 HP 165 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside - 5" x 8" Minimum
License Plate Mounts	Front & Rear
Seating	7 Passenger
Tires	All Season
Spare Tire	Included - w/Jack
Rear Window Wiper/Defogger	Installed
Floor Mats	Installed
Air Conditioning	Installed
Front Air Bags	Installed
Doors	Side & Rear Loading Doors w/Glass

HP	TORQUE
266	245

Comply  
Comply  
Comply

Price Each Gasoline V-6 \$ 24,280.00  
Price Each Flex-Fuel NOT AVAILABLE

EPA HWY	EPA CITY
23	17

Options:

1 AM/FM w/ CD Player	STANDARD	\$ -
2 Shop/Service Manual	NOT AVAILABLE	\$ -
3 CD Service Manual	1-YEAR ONLINE SUBSCRIPTION	\$ 225.00
4 Tilt Wheel & Cruise Control	STANDARD	\$ -
5 Keyless Entry	STANDARD	\$ -
6 Extended Wheel Base	NOT AVAILABLE	\$ -
7 Sunscreen Glass	STANDARD	\$ -
8 Rear Heat and Air	STANDARD	\$ -
9 Drivers Side Sliding Door	STANDARD	\$ -
10 Power Windows, Locks, Power Heated Mirrors	STANDARD	\$ -
11 Side Air Bags	STANDARD	\$ -
12 Stow N Go Seating	STANDARD	\$ -
13 Exterior colors	STANDARD	\$ -
14 Slush/All Weather Mats (Driver & Passenger)	\$	\$ 145.00
15 Slush/All Weather Mats (Second Row)	\$	\$ 85.00
16 Slush/All Weather Mats (Cargo)	\$	\$ 165.00
17 Delete Center Row Seats (Deduct)	NOT AVAILABLE	\$ -
18 Delete Third Row Seats (Deduct)	STOW-N-GO	\$ -
19 FOB Dealership: (Deduct)		\$ (100.00)
20 FOB Other than Metro Charleston - Per Mile		\$ 1.35

Additional Information:

VEHICLES WILL BE SHIPPED DIRECTLY FROM FACTORY TO LOCAL W.V. DEALERSHIP

CLASS 25 VAN  
 Small Rear Wheel Drive,  
 125" Wheel Base, Eight Passenger  
 Includes but is not limited to: GMC Savanna

Vendor Name: \_\_\_\_\_

Manufacturer / Brand  
 Delivery  
 Model Name & Number

**Penske Toyota**

**Standard Equipment Requirements:**

Engine	MIN: 225 HP 286 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted, Sides and Rear
Mirrors	Left & Right Outside - 5" x 8" Minimum
License Plate Mounts	Front & Rear
Seating	8 Passenger
Tires	All Season
Spare Tire	Full Size w/Jack
Vinyl Flooring	Installed
Air Conditioning	Installed
Doors	Double Side & Rear
Front Air Bags	Installed
Interior	Full Length Head Liner w/Insulation Side & Quarter Panel
Rear Step Bumper	Installed

Price Each Gasoline	\$
Price Each Flex-Fuel	\$
Price Each Diesel	\$

*NO BID*

**Options:**

1	AM/FM w/ CD Player	\$
2	Shop/Service Manual	\$
3	CD Service Manual	\$
4	Tilt Wheel & Cruise Control	\$
5	Limited Slip Rear End	\$
6	Keyless Entry	\$
7	Power Windows	\$
8	All Wheel Drive	\$
9	V-8 Gasoline Engine	\$
10	Carpet Interior	\$
11	Slush/All Weather Mats (Driver & Passenger)	\$
12	Slush/All Weather Mats (Second Row)	\$
13	Slush/All Weather Mats (Cargo)	\$
14	Sunscreen Glass	\$
15	Sliding Side Door	\$
16	Swing Side Door (One Side)	\$
17	Swing Side Door (Both Sides)	\$
18	Side Air Bags	\$
19	Interior upgrade (carpet & insulation pkg)	\$
20	Exterior colors	\$
21	Delete Center Row Seats (Deduct)	\$ -
22	Delete Third Row Seats (Deduct)	\$ -
23	FOB Dealership: (Deduct)	\$ -
24	FOB Other than Metro Charleston - Per Mile	\$

HP  TORQUE

EPA HWY  EPA CITY

Additional Information:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



CLASS 33 TRUCK  
 Chassis Cab, 4 Wheel Drive,  
 Diesel Engine, 17,500 GVWR, Dual Rear Wheels  
 Includes but is not limited to: Ford F550, GMC Topkick

Vendor Name: \_\_\_\_\_

**Penske Toyota** 2WD

4WD

Manufacturer / Brand \_\_\_\_\_  
 Delivery \_\_\_\_\_  
 Model Name & Number \_\_\_\_\_

**Standard Equipment Requirements:**

Engine	MIN: 300 HP 520 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Air Conditioning	Installed
Seating Capacity	2 Passenger Seat
Front Air Bags	Installed

HP	TORQUE	HP	TORQUE

Price Each 141" WB (60" Cab-to-Axle) \_\_\_\_\_  
 Price Each 165" WB 84" C/A \_\_\_\_\_

2WD	4WD
\$ _____	\$ _____
\$ _____	\$ _____

**Options:**

*NO BID*

1 Off Road Package Including Limited Slip Rear, Includes:	\$ _____	\$ _____
Axle-trac-lok differential	\$ _____	\$ _____
Engine Cooling - heavy duty	\$ _____	\$ _____
Skid plate Group	\$ _____	\$ _____
Suspension - Heavy Duty w/Gas Shocks	\$ _____	\$ _____
All Terrain Tires	\$ _____	\$ _____
Engine Cooling Heavy Duty	\$ _____	\$ _____
2 AM/FM w/ CD Player	\$ _____	\$ _____
3 Shop/Service Manual	\$ _____	\$ _____
4 CD Service Manual	\$ _____	\$ _____
5 Tilt Wheel & Cruise Control	\$ _____	\$ _____
6 Back-Up Alarm	\$ _____	\$ _____
7 HD Suspension - GVWR: _____	\$ _____	\$ _____
8 Flat Bed 141" Each	\$ _____	\$ _____
9 Flat Bed 165" Each	\$ _____	\$ _____
10 Dump Bed 141" Each	\$ _____	\$ _____
11 Dump Bed 165" Each	\$ _____	\$ _____
12 Slush/All Weather Mats (Driver & Passenger)	\$ _____	\$ _____
13 Slush/All Weather Mats (Second Row)	\$ _____	\$ _____
14 Slush/All Weather Mats (Cargo)	\$ _____	\$ _____
15 Side Air Bag	\$ _____	\$ _____
16 Amber Bar Light	\$ _____	\$ _____
17 Cab Stripping	\$ _____	\$ _____
18 Sliding Rear Window	\$ _____	\$ _____
19 Exterior Colors	\$ _____	\$ _____
20 Gas Engine 6.8 Liter V-10 (Deduct)	\$ -	\$ -
21 Manual Transmission w/Overdrive (Deduct)	\$ -	\$ -
22 FOB Dealership: (Deduct)	\$ -	\$ -
23 Delete Floor Mats (Deduct)	\$ -	\$ -
24 Delete Cloth Seats (Deduct)	\$ -	\$ -
25 FOB Other than Metro Charleston - Per Mile	\$ _____	\$ _____
26 Available Axle Ratios	\$ _____	\$ _____
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____

Enter off road package totals above

CLASS 33A TRUCK  
 CHASSIS CAB, 4WD,  
 DIESEL, DUAL REAR WHEELS,  
 17,500 GVWR  
 Includes but is not limited to: Ford F550, Chevrolet C4500

Vendor Name: \_\_\_\_\_

**Penske Toyota**

Manufacturer / Brand \_\_\_\_\_  
 Delivery \_\_\_\_\_  
 Model Name & Number \_\_\_\_\_

**Standard Equipment Requirements:**

Engine	MIN: 300 HP 520 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Dual Rear Wheels	Installed
Tires	All Season
Spare Tire	Full Size w/Jack
Air Conditioning	Installed
Front Air Bags	Installed

HP	TORQUE

4WD

Price Each 141" WB (60" Cab-to-Axle) \$ \_\_\_\_\_  
 Price Each 165" WB (84" Cab-to-Axle) \$ \_\_\_\_\_

**Options:**

1 Off Road Package including Limited Slip Rear, Includes:

- Axle - Trac-Lok Differential \$ \_\_\_\_\_
- Engine Cooling - heavy duty \$ \_\_\_\_\_
- Skid plate Group \$ \_\_\_\_\_
- Suspension - Heavy Duty w/Gas Shocks \$ \_\_\_\_\_
- All Terrain Tires \$ \_\_\_\_\_
- Engine Cooling Heavy Duty \$ \_\_\_\_\_

*NO BID*

\$ \_\_\_\_\_  
 ↑  
 Enter total off road pkg above

- 2 AM/FM w/ CD Player \$ \_\_\_\_\_
- 3 Shop/Service Manual \$ \_\_\_\_\_
- 4 CD Service Manual \$ \_\_\_\_\_
- 5 Tilt Wheel & Cruise Control \$ \_\_\_\_\_
- 6 Back-Up Alarm \$ \_\_\_\_\_
- 7 HD Suspension - GVWR: \_\_\_\_\_ \$ \_\_\_\_\_
- 8 Side Air Bag \$ \_\_\_\_\_
- 9 Sliding Rear Window \$ \_\_\_\_\_
- 10 Exterior Colors \$ \_\_\_\_\_
- 11 Full Length Fenders w/Tool boxes \$ \_\_\_\_\_
- 12 Rubber belt over Conveyor \$ \_\_\_\_\_
- 13 Conveyor chain oiler \$ \_\_\_\_\_
- 14 Running Boards \$ \_\_\_\_\_
- 15 Receiver Hitch w/ball & pintle \$ \_\_\_\_\_
- 16 Amber Bar Light \$ \_\_\_\_\_
- 17 Cab Striping \$ \_\_\_\_\_
- 18 Slush/All Weather Mats (Driver & Passenger) \$ \_\_\_\_\_
- 19 Slush/All Weather Mats (Second Row) \$ \_\_\_\_\_
- 20 Slush/All Weather Mats (Cargo) \$ \_\_\_\_\_
- 21 Rear patch pan \$ \_\_\_\_\_
- 22 Rear ladder \$ \_\_\_\_\_
- 23 Vinyl Bucket Seat \$ \_\_\_\_\_
- 24 Gas Engine 6.8 Liter V-10 (Deduct) \$ -
- 25 Manual Transmission w/Overdrive (Deduct) \$ -
- 26 FOB Dealership: (Deduct) \$ -
- 27 Delete Floor Mats (Deduct) \$ -
- 28 Delete Cloth Seats (Deduct) \$ -
- 29 FOB Other than Buckhannon, WV - Per Mile \$ \_\_\_\_\_
- 30 Available Axle Ratios
  - 1. \_\_\_\_\_ \$ \_\_\_\_\_
  - 2. \_\_\_\_\_ \$ \_\_\_\_\_
  - 3. \_\_\_\_\_ \$ \_\_\_\_\_

Additional information:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



CLASS 34 AUTOMOBILE  
 UTILITY, 4 WHEEL DRIVE, 4 DOOR  
 4100 GVWR (min)  
 Includes but is not limited to:

Vendor Name: \_\_\_\_\_

**Penske Toyota**

Manufacturer / Brand \_\_\_\_\_  
 Delivery \_\_\_\_\_  
 Model Name & Number \_\_\_\_\_

**Standard Equipment Requirements:**

Engine	MIN: 150 HP 165 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Standard
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Installed
Front Seat	Bucket
Floor Mats	Installed
Rear Window Defogger	Installed
Front Air Bags	Installed
Off Road Package Including Limited Slip Rear, Includes:	Installed
Axle-Trac-Lok Differential	Installed
Engine Cooling - Heavy Duty	Installed
Skid plate Group	Installed
Suspension - Heavy Duty W/Gas Shocks	Installed
All Terrain Tires	Installed
Tow Hooks	Installed

HP	HGWH
<input type="text"/>	<input type="text"/>

EPA HGWH	EPA CITY
<input type="text"/>	<input type="text"/>

Price Each Gasoline \$ \_\_\_\_\_  
 Price Each Flex Fuel \$ \_\_\_\_\_

**Options:**

2 AM/FM w/ CD Player	<input type="checkbox"/>	\$ _____
3 Shop/Service Manual	<input type="checkbox"/>	\$ _____
4 CD Service Manual	<input type="checkbox"/>	\$ _____
5 Tilt Wheel & Cruise Control	<input type="checkbox"/>	\$ _____
6 Side Air Bag	<input type="checkbox"/>	\$ _____
7 Tow Package	<input type="checkbox"/>	\$ _____
8 2 Passenger Seating	<input type="checkbox"/>	\$ _____
9 Slush/All Weather Mats (Driver & Passenger)	<input type="checkbox"/>	\$ _____
10 Slush/All Weather Mats (Second Row)	<input type="checkbox"/>	\$ _____
11 Slush/All Weather Mats (Cargo)	<input type="checkbox"/>	\$ _____
12 Exterior colors	<input type="checkbox"/>	\$ _____
13 Manual Transmission w/Overdrive (Deduct)	<input type="checkbox"/>	\$ _____
14 Delete Off Road Package Including: (DEDUCT)	<input type="checkbox"/>	\$ _____
Axle-Trac-Lok Differential	<input type="checkbox"/>	\$ _____
Engine Cooling - Heavy Duty	<input type="checkbox"/>	\$ _____
Skid plate Group	<input type="checkbox"/>	\$ _____
Suspension - Heavy Duty W/Gas Shocks	<input type="checkbox"/>	\$ _____
All Terrain Tires	<input type="checkbox"/>	\$ _____
Tow Hooks	<input type="checkbox"/>	\$ _____
15 Delete Floor Mats (Deduct)	<input type="checkbox"/>	\$ _____
16 FOB Dealership: (Deduct)	<input type="checkbox"/>	\$ _____
17 FOB Other than Metro Charleston - Per Mile	<input type="checkbox"/>	\$ _____

*NO BID*

Additional Information:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CLASS 34B HYBRID AUTOMOBILE  
 Mid-Size, 4 Door, 3680 Curb Weight  
 Includes but is not limited to: Chevrolet Malibu, Saturn Aura

070-06-34-020

Vendor Name PENSKE TOYOTA  
 Manufacturer / Brand TOYOTA  
 Delivery 90 DAYS  
 Model Name & Number CAMRY HYBRID 2560

**Standard Equipment Requirements:**

Engine	Full Hybrid 187 HP
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM / FM / CD
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Fuel Tank	Standard
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Standard
Tilt Wheel & Cruise Control	Standard
4 Passenger Seating	Standard
Front Seat	Bucket
Floor Mats	Installed
Rear Window Defogger	Standard
Front Air Bags	Installed

HP	TORQUE
187	138

**Comply**  
**Comply**  
**Comply**

EPA HGWY	EPA CITY
33	34

Hybrid Front Wheel Drive \$ 24,880.00

**Options:**

1 Shop/Service Manual	NOT AVAILABLE	\$	-
2 CD Service Manual	1-YEAR ONLINE	\$	225.00
3 Keyless Entry	STANDARD	\$	-
4 Side Air Bag	STANDARD	\$	-
6 Exterior colors	STANDARD	\$	-
7 Delete Floor Mats (Deduct)		\$	(135.00)
8 FOB Dealership: (Deduct)		\$	(100.00)
9 FOB Other than Metro Charleston - Per Mile		\$	1.35

Additional Information:

VEHICLES WILL BE DROP SHIPPED DIRECTLY TO LOCAL W.V. DEALERSHIP FROM FACTORY

CLASS 35  
 ELECTRIC CAR  
 Front Wheel Drive, 1800 GVW  
 Includes but is not limited to: GEM e2

Vendor Name: \_\_\_\_\_

Penske Toyota

Manufacturer / Brand \_\_\_\_\_

Delivery \_\_\_\_\_

Model Name & Number \_\_\_\_\_

HP

Standard Equipment Requirements:

Engine	Min: 5 HP
Speed Range	Dual
Automotive-style, three-point safety belts	Installed
Laminated, tinted automotive safety glass with windshield wiper	Installed
Rear and side reflectors	Installed
Rearview and dual exterior mirrors (Drivers Side)	Installed
Seating Capacity	2

Options:

*NO BID*

1	7.0 HP Performance Package	\$
2	Accessory Outlet	\$
3	Audio System	\$
4	Dash-Mounted Fan (Driver-Side)	\$
5	Dash-Mounted Fan (Passenger Side)	\$
6	Dome Light	\$
7	Grab Handles	\$
8	Heated Seats	\$
9	Heater/Defogger	\$
10	PA System	\$
11	Scorecard Holder	\$
12	Scuff Guards	\$
13	Beacon Light	\$
14	Hazard Lights	\$
15	Battery	\$

Additional Information:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CLASS 36  
 Electric, Utility Vehicle  
 Front Wheel Drive, 2300 GVW

Vendor Name: \_\_\_\_\_

Manufacturer / Brand \_\_\_\_\_  
 Delivery \_\_\_\_\_  
 Model Name & Number \_\_\_\_\_

Standard Equipment Requirements:

Engine	Min: 5 HP
Speed Range	Dual
Automotive-style, three-point safety belts	Installed
Laminated, tinted automotive safety glass with windshield wiper	Installed
Rear and side reflectors	Installed
Rearview and dual exterior mirrors (Drivers Side)	Installed
Seating Capacity	2
Flat Bed	Min: 36" x 48"

HP

*NO  
 BID*

Options:

1	70 HP Performance Package	\$
2	Accessory Outlet	\$
3	Audio System	\$
4	Dash-Mounted Fan (Driver-Side)	\$
5	Dash-Mounted Fan (Passenger Side)	\$
6	Dome Light	\$
7	Grab Handles	\$
8	Heated Seats	\$
9	Heater/Defogger	\$
10	PA System	\$
11	Scorecard Holder	\$
12	Scuff Guards	\$
13	Beacon Light	\$
14	Hazard Lights	\$
15	Battery	\$

Additional Information:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SPECS CLASS 20, 20A, 33**

**SPECIFICATIONS FOR FLAT BED, DUMP BED, AND UTILITY BODY ARE AS LISTED**

**FLAT BED MODEL PVMX838 OR APPROVED EQUAL  
CLASS 20**

- 56" CA CAB AND CHASSIS SINGLE REAR WHEEL
- \*8' LONG X 78" WIDE STEEL PLATFORM BODY WITH 2 X 6 TREATED PINE WOOD FLOOR
- \*36" TALL TAPERED BULKHEAD WITH SCREEN WINDOW
- \*ICC BUMPER, MARKER LIGHTS, REAR MUDFLAPS MEET FMVSS STDS.
- \*MOUNTING TO PROPERLY FIT CHASSIS
- \*PAINTED BLACK

**FLAT BED MODEL PVMX93 OR APPROVED EQUAL  
CLASS 20A & 33**

- 60" CA CAB AND CHASSIS DUAL REAR WHEEL
- \*9' LONG X 95" WIDE STEEL PLATFORM BODY WITH 2 X 6 TREATED PINE WOOD FLOOR
- \*36" TALL TAPERED BULKHEAD WITH SCREEN WINDOW
- \*ICC BUMPER, MARKER LIGHTS, REAR MUDFLAPS MEET FMVSS STDS.
- \*MOUNTING TO PROPERLY FIT CHASSIS
- \*PAINTED BLACK

**FLAT BED MODEL PVMX123 OR APPROVED EQUAL CLASS 20A & 33**

- 84" CA CAB AND CHASSIS DUAL REAR WHEEL
- \*12' LONG X 95" WIDE STEEL PLATFORM BODY WITH 2 X 6 TREATED PINE WOOD FLOOR
- \*36" TALL TAPERED BULKHEAD WITH SCREEN WINDOW
- \*ICC BUMPER, MARKER LIGHTS, REAR MUDFLAPS MEET FMVSS STDS.
- \*MOUNTING TO PROPERLY FIT CHASSIS
- \*PAINTED BLACK

**DUMP BODY MODEL 100U GALION OR APPROVED EQUAL CLASS 20A & 33**

- 60" CA CAB AND CHASSIS DUAL REAR WHEEL
- \*8.5' LONG X 13" TALL SIDES X 22" TALL TAILGATE (ALL 10 GA. STEEL)
- \*½ X 84 CAB SHIELD (23" LONG X 84" WIDE)
- \*MARKER LIGHTS, ICC BUMPER, REAR MUD FLAPS MEET FMVSS STDS.
- \*STEEL MUD GUARDS IN FRONT OF REAR WHEELS
- \*PAINTED BLACK
- \*PF524DAE HOIST APPROX 8 TON CAPACITY

\*12 DC VOLT ELECTRIC HYDRAULIC POWER UNIT WITH PUSH BUTTON  
CONTROLLER ON AUTOMATIC TRANSMISSION CAB AND CHASSIS  
**NOTE: PTO, DIRECT MOUNT HYDRAULIC PUMP, DUMP  
VALVE(ELECTRIC OR CABLE SHIFT),AND RESERVOIR IF PTO  
APPLICATION IS AVAILABLE ON MANUAL TRANSMISSION**

**DUMP BODY MODEL 100U GALION OR APPROVED EQUAL CLASS 20A &  
33**

84" CA CAB AND CHASSIS DUAL REAR WHEEL  
\*10.5' LONG X 13" TALL SIDES X 22" TALL TAILGATE (ALL 10 GA. STEEL)  
\*1/2 X 84 CAB SHIELD (23" LONG X 84" WIDE)  
\*MARKER LIGHTS, ICC BUMPER, REAR MUDFLAPS MEET FMVSS STDS.  
\*STEEL MUD GUARDS IN FRONT OF REAR WHEELS  
\*PAINTED BLACK  
\*PF624DAE HOIST APPROX 11 TON CAPACITY  
\*12 VOLT DC ELECTRIC HYDRAULIC POWER UNIT WITH PUSH BUTTON  
CONTROLLER ON AUTOMATIC TRANSMISSION CAB AND CHASSIS  
**NOTE:PTO, DIRECT MOUNT HYDRAULIC PUMP, DUMP  
VALVE(ELECTRIC OR CAB SHIFT), AND RESERVOIR IF PTO  
APPLICATION IS AVAILABLE ON MANUAL TRANSMISSION**

**FAN BELT DRIVEN UNDERHOOD HYDRAULIC PUMP WITH ELECTRIC  
CLUTCH IF PTO IS NOT AVAILABLE**

**UTILITY BODY 98ASW READING UTILITY BODY OR APPROVED EQUAL  
CLASS 20**

56" CA CAB AND CHASSIS SINGLE REAR WHEEL  
\*97" LONG X 76.5" WIDE X 40" VERTICAL COMPARTMENT HEIGHT X 48.5"  
WIDE FLOOR X 14" DEEP COMPARTMENTS  
\*RECESSED TAIL LIGHTS, RUBBER GROMETS, OEM STYLE PLUG IN WIRING  
HARNES  
\*STD. BODY SHELVING PACKAGE WITH ADJUSTABLE SHELVES AND  
DIVIDERS  
\*MARKER LIGHTS, REFLECTORS MEET FMVSS STDS.  
\*8" REAR STEP BUMPER  
\*PAINTED WHITE

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**VENDOR OWING A DEBT TO THE STATE:**

*West Virginia Code* §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

**PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:**

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor must make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

**ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

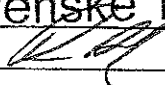
**LICENSING:**

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: Penske Toyota  
Authorized Signature:  Roy G. Durham Jr.  
Corp./Gov't. Fleet Director Date: 9/15/09

## Penske Toyota

1. All proposed vehicles will be dropped shipped to a local West Virginia dealership directly from the factory/manufacturer.
2. Local dealership will complete Pre-Delivery Inspection, gas vehicle, and clean vehicle.
3. Drop Ship dealer will complete any needed DMV or registration paperwork.
4. Prices do not include any applicable West Virginia government sale tax, fees, or registration.
5. Please see enclosed brochures for exterior and interior color choices.