



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

State of West Virginia
Delivery Order

Order Date: 05-06-2026

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

Order Number:	CDO 0216 0216 FLT2600000030 1	Change Order No:	Procurement Folder:	1960348
Document Name:	13, 2026 Jeep Compass Trailhawk, Class 6, Gasoline		Reason for Modification:	
Document Description:	13, 2026 Jeep Compass Trailhawk, Class 6, Gasoline			
Procurement Type:	Central Delivery Order			
Buyer Name:	Mark A Atkins			
Telephone:	(304) 558-2307			
Email:	mark.a.atkins@wv.gov			
Shipping Method:	Best Way	Master Agreement Number: CMA 0212 MV26C 1		
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000199714	Requestor Name:	Kenneth H Yoakum
STEPHENS AUTO CENTER PO BOX 278 DANVILLE WV 25053278 US		Requestor Phone:	(304) 558-2106
Vendor Contact Phone:	999-999-9999	Requestor Email:	kenny.h.yoakum@wv.gov
Discount Details:		<div style="font-size: 48px; font-weight: bold; margin: 0;">2026</div> <div style="margin: 5px 0;">FILE LOCATION _____</div>	
	Discount Allowed Discount Percentage Discount Days		
#1	No 0.0000 0		
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION FLEET MANAGEMENT OFFICE 2310 KANAWHA BLVD E CHARLESTON WV 25311 US	STATE OF WEST VIRGINIA IN CARE OF SURPLUS PROPERTY 2700 CHARLES AVENUE DUNBAR WV 25064 US

Total Order Amount:	\$430,677.00
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark Atkins - 5/06/2026</i> ELECTRONIC SIGNATURE ON FILE
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ENCUMBRANCE CERTIFICATION DATE: <i>Colby Yoakum</i> ELECTRONIC SIGNATURE ON FILE <i>5-6-26</i>

Extended Description:

13, 2026 Jeep Compass Trailhawk, Class 6, Gasoline

- 1 2922 Bright White - PW7
- 11 2926 Bright White - PW7
- 1 3832 Bright White - PW7

To be purchased with CASH.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	13.00000	EA	\$33,129.0000	\$430,677.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV26 - 2026 or LATEST MODEL VEHICLE

Extended Description:

See attached Exhibit_A Pricing Page(s) for contract pricing.

13, 2026 Jeep Compass Trailhawk, Class 6, Gasoline

- 1 2922 Bright White - PW7
- 11 2926 Bright White - PW7
- 1 3832 Bright White - PW7

To be purchased with CASH.

**Class 6 - Automobile
Compact Utility**

Vendor Name: STEPHENS AUTO CENTER
Manufacturer/Brand: JEEP COMPASS TRAILHAWK 4X4
Model Name & Number: MPJH74

Vendor Contact: MIKE BALLARD
Phone No.: 304-369-2411
Email: mballard@stephensauto.com

Vehicle Requirements:	Compact Utility		
Classification:	Compact Utility		
Drive:	4 Wheel/All Wheel with High & Low Range	Manufacturer's Standard Available Colors	
Passenger seating:	5 (Including driver)	Standard Color Code	Color Description
Doors:	4, minimum	PW7	WHITE
Wheelbase:	102 in., minimum		
GVWR:	4350 lbs. min, 5600 lbs. max.		
Engine:	4 cylinder minimum		
Off Road Package:	Includes but not limited to: Limited Slip rear axle, traction lock differential, heavy duty engine cooling, skid plates, heavy duty suspension with gas shocks, tow hooks and all terrain tires.		
Tow Package:	Installed Hitch & Wiring		
Slush/All-Weather Mats:	Installed: Driver, Passenger, Cargo Areas		
The vehicle bid shall include the standard equipment requirements as required in section 3.1.1.1 of the specification.			

Vendor Bid Response:	
Vehicle fuel type	Unit Price
Gasoline	\$ 33,129.00
Flex-fuel	\$ -
Diesel	\$ -
CNG/Bifuel	\$ -
Hybrid	\$ -

*Options:

FOB Dealership: (Deduct)

N/A
\$ 2.00

FOB Other than Metro Charleston - Per Mile

*Note - The above delivery "options" above are not evaluated as part of the award.



State of West Virginia
 Department of Administration
 Fleet Management Division



DOA-FM-059B Summary Vehicle Request

AFC's Name: AMY S GATES

Agency's Name: DEPARTMENT OF HEALTH FACILITIES

Date: 03/25/2026

Kenny Yoakum, Director
 Fleet Management Division
 2310 Kanawha Blvd. East

Director Yoakum:

The DEPT OF HEALTH FACILITIES agency is requesting approval to acquire # 14 state vehicles. This letter serves as a summary of the attached DOA-FM-059 Vehicle Request Forms for the purpose of a single approval document for the agency, Fleet Management Division, and the Governor's Office.

[Signature] 3/25/26
 Cabinet Secretary or Equal Date

[Signature] 4/14/26
 Fleet Management Division Date

[Signature] 4/8/2026



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis R. Capshaw
Signature
Dir. of Policy
Title
4/8/2026
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

[Signature]

DATE 3/25/2026

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating, 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN# MV2L6C

no BOD yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

[Signature]

DATE 4/14/26

Approved:

[Signature] 4/14/26

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined
Centric R. Capshaw
Signature
Dir. of Policy 4/8/2026
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

Michael J. ...

DATE 3/25/2026

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility AWD/AWD with High & Low Range, Passenger Seating, 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN#

MV26C

no BOD yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD
JUSTIFICATION FOR DEFERRED

DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Smith ...

Approved:

DATE 4/14/26

Eric ...
Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

Vehicle Request

For the Governor's Representative Use Only

Approved Declined

Courtney R. Capshaw
Signature

Dir. of Policy 4/18/2026
Title Date

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

M. Hoffmann

DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage

Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)

YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating: 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN# *MV2L6C*

no BOD yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED

JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Heath Young

DATE 4/14/26

Approved:
Eric Hoeschele 4/14/26
Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis R. Capshaw
Signature

Dir. of Policy 4/8/2026
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
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JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL *Michael G. ...* DATE 3/25/2026

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN# MV26C

no BOD yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Matthew ...

DATE 4/14/26

Approved:

Eric ... 4/14/26

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined
Curtis R. Capehart
Signature
Dir. of Policy 4/8/2026
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL. DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL *[Signature]* DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID
MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description Compact Utility AWD/AWD with High & Low Range, Passenger Seating 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase,

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$33,129.
USED VEHICLE VIN# *MV26C* *no BOO yet*

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #
DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD *[Signature]* DATE 4/14/26
Approved:

[Signature] 4/14/26
Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Antonia Capehart
Signature

Dir of Policy *4/8/2026*
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

Michael Carub

DATE *3/25/26*

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description *6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating: 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.*

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN# *MV216C*

NO BOO yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Heather Fisher

Approved:

DATE *4/14/26*

Eric Hanshuler *4/14/26*

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Cecilia R. Capelhart
Signature

Dir of Policy 4/9/2026
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

Michael J. Carub

DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range. Passenger Seating: 5 (Includes Driver) 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN#

MV260C

no BOD yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED

JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Matthew Johnson

Approved:

DATE 4/14/26

Emil Favalubla 4/14/26

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis R. Capehart
Signature

Dir. of Policy
Title

4/18/2026
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

Michael G. ...

DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility, 4WD/AWD with High & Low Range, Passenger Seating: 5 (includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$33,129.

USED VEHICLE VIN# MV2L0C no BOB yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Therese ...

Approved:

DATE 4/14/26

Eric ...

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

Vehicle Request

For the Governor's Representative Use Only

Approved Declined
Curtis P. Capelhart
Signature
Dir. of Policy 4/8/2026
Title Date

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

Michael J. ...

DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating: 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

USED VEHICLE VIN# MV26C

PURCHASE PRICE \$33,129.

NO BOD yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Matthew ...

Approved:

DATE 4/14/26

Curtis P. Capelhart

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis A. Capelhart
Signature

Dir. of Policy *4/8/2026*
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL

Michael Garcia

DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating, 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN# *MV26C*

no BOB yet

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #

DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Keith Zuhm

DATE 4/14/26

Approved:

Eric Hovstede 4/14/26

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis R. Capelant
Signature
Dir. of Policy
Title
4/8/2026
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2926 DHHR SHARPE HOSPITAL DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT DATE 3/25/2026
FUND # DEPT # 0512 UNIT # 2926

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE INCREASE TO FLEET FOR FORENSICS GROUP CURRENTLY UTILIZING RENTALS

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL *Michael G. Carub* DATE 3/25/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID
MAKE Jeep Model Compass Trailhawk 4X4 (MPIH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 Compact Utility 4WD/AWD with High & Low Range, Passenger Seating: 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$33,129.
USED VEHICLE VIN# *MV2L6C* *no BOD yet*

DECOMMISSIONED VEHICLE

MAKE MODEL
YEAR MILEAGE LICENSE #
VIN #
DECOMMISSIONING METHOD DEFERRED
JUSTIFICATION FOR DEFERRED

For FMD Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD *Shirley Younkers* Approved: DATE 4/14/26

Eric Hensel
Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis Capshaw
Signature

Dir of Policy *4/18/2026*
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 3832 DH HTHCR FAC DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT 23917 DATE 3/24/2026
FUND # DEPT # 0512 UNIT # 3832

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
 Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE RECENTLY REASSIGNED TO INCREASE UTILIZATION

Est. # of days per week used 5 Est. # of miles per month used 1,100

CABINET SECRETARY APPROVAL

Michelle Goret

DATE 3/24/26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 - Compact Utility .AWD/AWD with High & Low Range, Passenger Seating: 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center

PURCHASE PRICE \$33,129.

USED VEHICLE VIN#

MV26C

no BOD yet

DECOMMISSIONED VEHICLE

MAKE CHEVROLET MODEL MALIBU
YEAR 2015 MILEAGE 113,311 LICENSE # SA001150

VIN # 1G11A5SL5FF132918 *PLT, YY, tele*

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Shirley Yunker

Approved:

DATE 4/14/26

Eri Harnade 4/14/26

Cabinet Secretary
West Virginia Department of Administration



State of West Virginia
 Department of Administration
 Fleet Management Division



DOA-FM-059B Summary Vehicle Request

AFC's Name: Candice Cantrell

Agency's Name: 0506-Department of Health

Date: 02/27/2026

Kenny Yoakum, Director
 Fleet Management Division
 2310 Kanawha Blvd. East

Director Yoakum:

059

The Department of Health agency is requesting approval to acquire # 15 state vehicles. This letter serves as a summary of the attached DOA-FM-059 Vehicle Request Forms for the purpose of a single approval document for the agency, Fleet Management Division, and the Governor's Office.

Cabinet Secretary or Equal

2-27-26

Date

Fleet Management Division

4/14/26

Date

4/18/2026



West Virginia
Department of Administration
Fleet Management

For the Governor's Representative Use Only

Approved Declined

Curtis P. Capehart
Signature

Dir. of Policy 4/8/2026
Title Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME CANDICE CANTRELL DEPARTMENT DHHR
AGENCY/BILL CODE 2922 DH DEMS TRAU DH
E-MAIL CANDICE.B.CANTRELL@WV.GOV
PHONE NO. (304) 352-3918 EXT. DATE 2/27/2026
FUND # DEPT # 0506 UNIT # 2922

VEHICLE MISSION

What type of request is this? Replacement vehicle (go to next section) Increase to fleet (fill in this section)
 Decommission vehicle (go to Decommission section) Reassignment

JUSTIFICATION/PURPOSE MEETS CRITERIA TO REPLACE

Est. # of days per week used 5 Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL *[Signature]* DATE 2-27-26

VEHICLE PURCHASE

Type of vehicle New Vehicle Used Vehicle Used Vehicle Mileage
Who owns this vehicle? Leased from Fleet Agency Owned DOC ID

MAKE Jeep Model Compass Trailhawk 4X4 (MPJH7)
YEAR 2026 COLOR WHITE Fuel Type Gasoline

New Vehicle Class/Description 6 - Compact Utility...4WD/AWD with High & Low Range, Passenger Seating: 5 (Includes Driver), 4 Door Minimum, 102" Minimum Wheelbase.

DEALERSHIP Stephens Auto Center PURCHASE PRICE \$33,129

USED VEHICLE VIN# MVZ16C NO BOB yet

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL GRAND CHEROKEE
YEAR 2012 MILEAGE 120,227 LICENSE # SA002850

VIN # 1C4RJFAG2CC136393 AO, NO

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED

JUSTIFICATION FOR DEFERRED previously decom'd

For FMO Office Use Only

APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

[Signature]

Approved:

DATE 4/14/26

[Signature] 4/14/26

Cabinet Secretary
West Virginia Department of Administration

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West Virginia Secretary of State -- Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

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BOONE MOTOR SALES, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	4/17/1934		4/17/1934	Domestic	Profit				

Organization Information			
Business Purpose	4411 - Retail Trade - Motor Vehicle and Parts Dealers - Automobile Dealers (new, used)	Capital Stock	5000.0000
Charter County	Boone	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.200000
Authorized Shares	25000	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Notice of Process Address	RICHARD STEPHENS PO BOX 278 DANVILLE, WV, 25053
Principal Office Address	104 STEPHENS DRIVE DANVILLE, WV, 25053 USA
Principal Office Mailing Address	P.O. BOX 278 DANVILLE, WV, 25053 USA
Type	Address

Officers	
Type	Name/Address
Incorporator	HARRY HATFIELD MADISON, WV, 25130 USA
Incorporator	O. L. MULLINS MADISON, WV, 25130 USA
President	RICHARD STEPHENS 115 POTTERFIELD DR CHARLESTON, WV, 25314
Secretary	PAULA BALLARD 141 FRANKLIN AVENUE MADISON, WV, 25130
Treasurer	CHASE BARTON 140 INGERSOLL DR OAK HILL, WV, 25901
Vice-President	MIKE W BALLARD 85 MOUNTAINVIEW DRIVE MADISON, WV, 25130
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
AUTO BUYERS	TRADENAME	4/10/2023	
AUTO BUYERS OF BECKLEY	TRADENAME	4/10/2023	
AUTO BUYERS OF SOUTHERN WEST VIRGINIA	TRADENAME	4/10/2023	
AUTO BUYERS OF SOUTHERN WV	TRADENAME	4/10/2023	
AUTO BUYERS OF WEST VIRGINIA	TRADENAME	9/9/2020	
AUTO BUYERS OF WV	TRADENAME	4/10/2023	
BECKLEY AUTO BUYERS	TRADENAME	4/10/2023	
BECKLEY BUYERS AUTO	TRADENAME	4/10/2023	
BUYERS AUTO	TRADENAME	4/10/2023	
BUYERS AUTO OF BECKLEY	TRADENAME	4/10/2023	
BUYERS AUTO OF SOUTHERN WEST VIRGINIA	TRADENAME	4/10/2023	
BUYERS AUTO OF SOUTHERN WV	TRADENAME	4/10/2023	
BUYERS AUTO OF WEST VIRGINIA	TRADENAME	4/10/2023	
BUYERS AUTO OF WV	TRADENAME	4/10/2023	
BUYERS OF BECKLEY	TRADENAME	4/10/2023	
BUYERS OF SOUTHERN WV	TRADENAME	4/10/2023	
STEPHENS AUTO CENTER	TRADENAME	6/12/1990	
STEPHENS AUTOMOTIVE GROUP	TRADENAME	4/8/2022	
STEPHENS PRE-OWNED OF BECKLEY	TRADENAME	2/11/2026	
STEPHENS PRE-OWNED OF NITRO	TRADENAME	2/5/2024	

WEST VIRGINIA AUTO BUYERS	TRADENAME	4/10/2023	
WV AUTO BUYERS	TRADENAME	4/10/2023	
DBA Name	Description	Effective Date	Termination Date
Date	Amendment		
6/23/2020	UPDATED CAPITAL STOCK.		
Date	Amendment		

Annual Reports	
Filed For	
2026	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, May 6, 2026 -- 1:58 PM

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All Entity Information

Entities

Disaster Response Registry

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- All Words ^(?)
- Exact Phrase ^(?)

e.g. 123456789, Smith Corp
"STEPHENS AUTO CENTER"

Entity



Location



Status



- Active
- Inactive

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