



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: 04-24-2026

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 0810 0805 DMT260000016 1	Change Order No:	0	Procurement Folder:	1957811
Document Name:	CDO off CMA DMT25*04 to Purchase one (1) Vehicle			Reason for Modification:	
Document Description:	CDO off CMA DMT25*04 to Purchase one (1) Vehicle				
Procurement Type:	Central Delivery Order				
Buyer Name:	Amber J Heath				
Telephone:	304-558-0408				
Email:	amber.j.heath@wv.gov				
Shipping Method:	Best Way			Master Agreement Number: CMA 0810 DMT250000004 1	
Free on Board:	FOB Dest, Freight Prepaid				

VENDOR			DEPARTMENT CONTACT		
Vendor Customer Code:	000000172406		Requestor Name:	Lisa M Smith	
BUS SERVICE INC 8120 HOWE INDUSTRIAL PKWY			Requestor Phone:	(304) 558-0428	
CANAL WINCHESTER OH 43110			Requestor Email:	lisa.m.smith@wv.gov	
US			<div style="font-size: 48px; font-weight: bold; margin: 0;">2026</div> <div style="margin: 0;">FILE LOCATION _____</div>		
Vendor Contact Phone:	614-833-0222	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage			Discount Days
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE PUBLIC TRANSIT DIVISION OF BLDG 5 RM 663 1900 KANAWHA BLVD E CHARLESTON WV 25305-0432 US	GENERAL MANAGER PUBLIC TRANSIT DIVISION OF KANAWHA VALLEY REGIONAL TRANSPORTATION AUTHORITY 1550 FOURTH AVE CHARLESTON WV 25324 US

Purchasing Division's File Copy

Total Order Amount:	\$81,855.00
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JE 5/5/26
 PURCHASING DIVISION AUTHORIZATION
 DATE: 5-5-26
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: 5-6-26
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

CDO off CMA CMA DMT 25*04 to purchase one (1) Class C, white Ford Transit van for \$81,855.00

To be utilized and titled to:

Northwood Health Systems
111 19th Street
Wheeling, WV 26003
(304) 234-3500

This vehicle is being purchased to provide transportation services to the elderly and disabled citizens in its area of service.

This vehicle is being purchased under the Federal Transit Administration's Section 5310 Program. It is not considered a state asset.

The vehicle is a replacement vehicle, the replacement VIN is #5466

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25101502	1.00000	EA	\$81,855.0000	\$81,855.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2024-09-06	

Commodity Line Description: One (1) Replacement Transit Vans

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February 3rd, 2026

Lisa Smith (Executive Administrator – Transit Division)
Division of Multimodal Transportation Facilities-Transit
1900 Kanawha Blvd. East
Building 5, Room 663
Charleston, WV 25305

Dear Lisa Smith and WVDOT Purchasing Team,

BSI, LLC is requesting to renew contract #CMA-0810-0805-DMT2500000004-1 for an additional year, extending its term until June 10, 2027.

We are prepared to maintain the body price for the upcoming contract year. However, in accordance with the contract terms, this letter serves as an official request for a chassis model year price adjustment for the contract.

To support this request, we are providing the 2025 chassis pricing sheet used to calculate our original bid costs by model, along with a copy of the 2026 chassis model year pricing. Since there are two chassis (X2C BLDR and X9C BLDR) used to construct these units, which vary based on the Class, the pricing sheet for both has been provided. As shown, we are requesting a price increase of \$4,526 for each vehicle class included in the contract, as detailed below:

- Class A: \$82,891
- Class B: \$79,053
- Class C: \$81,855
- Class D: \$79,603
- Class E: \$74,150
- Class F: \$86,297
- Class G: \$83,364

When 2026 chassis models are no longer available for order, BSI, LLC will also seek to adjust the contract pricing to account for any additional chassis costs.

Please let us know if any additional documentation is required to support this request.

Thank you,



Josh Whitt
CEO | josh@buyabus.net c: 614.203.7156
BSI, LLC



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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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BUS SERVICE, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	11/15/2016		11/15/2016	Foreign	Profit			

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

Addresses

Type	Address
Designated Office Address	3153 LAMB AVE COLUMBUS, OH, 43219
Notice of Process Address	BUS SERVICE INC. 3153 LAMB AVE COLUMBUS, OH, 43219
Principal Office Address	3153 LAMB AVE COLUMBUS, OH, 43219 USA
Principal Office Mailing Address	3153 LAMB AVE COLUMBUS, OH, 43219 USA
Type	Address

Officers	
Type	Name/Address
Director	DAVE KENT 3153 LAMB AVE COLUMBUS, OH, 43219
Treasurer	DAVE KENT 3153 LAMB AVE COLUMBUS, OH, 43219
Type	Name/Address

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
Date filed	

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

Tuesday, May 5, 2026 — 12:08 PM

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