



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: 05-22-2026

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 DMT2600000030 1	Change Order No:	0	Procurement Folder:	1979707
Document Name:	CDO off CMA CMA DMT25*04 to Purchase one (1) Vehicle			Reason for Modification:	
Document Description:	CDO off CMA 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 DMT2500000004 1	
Free on Board:	FOB Dest, Freight Prepaid				

VENDOR		DEPARTMENT CONTACT																					
Vendor Customer Code:	000000172406	Requestor Name:	Jacob S Kidd																				
BUS SERVICE INC 8120 HOWE INDUSTRIAL PKWY CANAL WINCHESTER OH 43110 US		Requestor Phone:	(304) 558-0428																				
Vendor Contact Phone:	614-833-0222	Requestor Email:	jacob.s.kidd@wv.gov																				
Discount Details:	Extension:	<div style="font-size: 48px; font-weight: bold; margin: 0;">2026</div> <div style="margin: 0;">FILE LOCATION _____</div>																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 20%;">Discount Allowed</th> <th style="width: 20%;">Discount Percentage</th> <th style="width: 15%;">Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>				Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			
	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

Total Order Amount:	\$86,297.00
----------------------------	-------------

Purchasing Division's File Copy

JE 5/28/26

PURCHASING DIVISION AUTHORIZATION

DATE: 5-28-26

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: Copy Rec'd 5-29-26

ELECTRONIC SIGNATURE ON FILE

Extended Description:

CDO off CMA DMT 25*04 to purchase one (1) Class F, white Ford Transit vans for \$86,297.00 each, totaling \$86,297.00.

To be utilized and titled to:

Harrison County Senior Citizens Center Inc.
500 West Main St.
Clarksburg, WV 26301

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. They are not considered a state asset.

The one (1) vehicle is an expansion vehicle.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25101502	1.00000	EA	\$86,297.0000	\$86,297.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2026-12-31	

Commodity Line Description: One (1) Expansion Transit Van

Extended Description:

CDO off CMA DMT 25*04 to purchase one (1) Class F, white Ford Transit vans for \$86,297.00 each, totaling \$86,297.00.

To be utilized and titled to:

Harrison County Senior Citizens Center Inc.
500 West Main St.
Clarksburg, WV 26301

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. They are not considered a state asset.

The one (1) vehicle is an expansion vehicle

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



You are viewing this page over a secure connection. Click here for more information.

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

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	Par Value	
	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	

[File Your Current Year Annual Report Online Here](#)

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

Thursday, May 28, 2026 — 11:29 AM

© 2026 State of West Virginia

Search All Words



Filter By

- Entity Information ^
- All Entity Information
- Entities
- Disaster Response Registry
- Responsibi

Keyword Search

For more information on how to use our keyword search, visit our help guide [🔗](#)

Simple Search

Search Editor

- Any Words ⁱ
- All Words ⁱ
- Exact Phrase ⁱ

✕

Entity

Location

Status

- Active
- Inactive

Reset

No matches found

We couldn't find a match for your search criteria.

Please try another search or go back to previous results.

Go Back