



COMMONWEALTH OF VIRGINIA
DIVISION OF PURCHASES & SUPPLY (DPS)
1111 East Broad Street, Richmond, Virginia 23219

Contract Number E194-73326
1-Ton Pickup Trucks Lines #13-24 and Colorado Pickup Lines #25-28

CONTRACT PERIOD	November 1, 2020 through July 31, 2021
CONTRACT TYPE	Mandatory Statewide
RENEWALS REMAINING	0 one year
AUTHORIZED USERS	Commonwealth of Virginia state agencies, institutions of higher education & other public bodies as authorized and defined in the Code of Virginia §2.2-1110, 2.2-1120, and 2.2-4301
CONTRACTOR & eVA ID #	R.K. Chevrolet C12226
CONTRACTOR(S) POINT OF CONTACT	Mike Hill 757-431-6650 mhill@rkauto.com
CUT OFF DATE	Colorado MY2021 - 12/17/2020 Silverado HD 3500 MY2021 – TBD
MINIMUM ORDER	N/A
PAYMENT TERMS	Net 30
DELIVERY	90 Calendar Days ARO
DPS CONTRACT OFFICER	Pamela Copeland 804-786-4068 Pamela.copeland@dgs.virginia.gov
COMMODITY CODE(S)	07100
LAST UPDATE & PURPOSE	November 20, 2020 Modification (17)

INFORMATION:

PURCHASING REQUIREMENTS:

1. **Fleet Numbers:** All ordering entities are required to have a Fleet Number prior to placing a Vehicle order. If you do not have a Fleet Number, or are unsure if you have one, please contact the Dealer/Vendor directly. The Dealer can verify if you have an existing number and/or can provide you with the contact information to obtain a new one. Dealers cannot place your order with a Manufacturer until you have a Fleet Number.
2. **For State Agencies Only:** Prior to purchasing any motor vehicle, **all State Agencies** must submit a completed OFMS Form 1 to the DGS Office of Fleet Management (OFMS) for their approval, (**Code of Virginia 2.2-1176**). The [OFMS Form 1](#) must be sent to the fax or email address listed on the form. **Once you have a fully approved OFMS Form 1**, please review the Punch Out Ordering Guide Note: All purchase orders must be issued through eVA.

Questions or assistance with the OFMS form? - Contact Office of Fleet Management, Michael Bisogno at 804-367-6526.

This document is provided only as a summary of the Contract. A complete and official copy of the Contract and any associated changes are available on the eVA State Contracts webpage OR at the offices of the Division of Purchases and Supply.

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3. **For All Other Authorized Users:** *Prior to purchasing any motor vehicle from a DPS Vehicle Contract*, the ordering entity must be registered in eVA. To register and set up your entity's eVA account, go to the [eVA Local Government site](#). **Once you are eVA registered**, please review *the eVA Ordering Instructions for Vehicles* For eVA Training and other resources, go to: [eVA On Demand Training Center](#) Note: All purchase orders must be issued through eVA. .

ORDERING INSTRUCTIONS

1. Ordering Method: All Authorized Users placing orders against this Contract must place purchase orders through eVA.
2. Purchase Order Information: When placing an eVA order, follow the Buyer Guide. This guide may be found on eVA (Click on "I Buy For Virginia", then on "eVA Buyer Training", then on "Buyer Guide").
3. Authorized User Acceptance: Inspection and acceptance upon delivery and approval of Contractor's invoice is the responsibility of the receiving Authorized User.

PRICING

See (excel) spreadsheet for pricing and options **1-Ton Pickup Trucks Lines #13-24 and Colorado Pickup Trucks Lines #25-28**

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