



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: 03-06-2025

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 FLT2500000007 1	Change Order No:	Procurement Folder:	1644350
Document Name:	3, 2025 FORD TRANSIT (X2Y), CLASS 22, FLEX-FUEL		Reason for Modification:	
Document Description:	3, 2025 FORD TRANSIT (X2Y), CLASS 22, FLEX-FUEL			
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 MVTRUCK25B 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000111679 THORNHILL GROUP INC 500 FORD FAIRLANE CHAPMANVILLE WV 25508 US Vendor Contact Phone: 304-855-8300 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>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			Requestor Name: Kenneth H Yoakum Requestor Phone: (304) 558-2106 Requestor Email: kenny.h.yoakum@wv.gov 2025 FILE LOCATION _____
	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:	\$157,059.00
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
DATE: *Mark A Atkins* 3/11/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *G. H. Yoakum* 3-19-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:

3, 2025 FORD TRANSIT, CLASS 22, FLEX-FUEL

3 AJ03 WHITE - YZ

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24
RELEASE ORDER - FIN2500000003 APPENDIX 2024-03

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	3.00000	EA	\$52,353.0000	\$157,059.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MVTRUCK25

Extended Description:

MVTRUCK25 - 2025 or latest model vehicle:

Note: See attached Exhibit_A Pricing Page(s) for Contract pricing.
If vendor is submitting a bid online, Vendor should enter \$0.00 in the Oasis commodity line.

3, 2025 FORD TRANSIT, CLASS 22, FLEX-FUEL

3 AJ03 WHITE - YZ

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24
RELEASE ORDER - FIN2500000003 APPENDIX 2024-03

**Class 22 - Automobile
Full Size Van**

Vendor Name:
Manufacturer/Brand:
Model Name & Number:

Thurhill Ford
FORD
Transit X24

Vendor Contact: Charles Ellis
Phone No.: 804-855-1289
Email: Charles.ellis@ThurhillAutomotive.com

Vehicle Requirements:

Classification:	Full Size Van
Drive:	Rear Wheel
Passenger seating:	15 minimum (including driver)
Doors:	5, minimum: 1 Left Front, 1 Right Front, 1 Passenger Side Mid Body, 2 Rear Facing.
Wheelbase:	134 in., minimum
GWR:	6250 lbs. min, 9930 lbs. max.
Engine:	6 cylinder minimum for gasoline engines, 4 cylinder minimum for diesel

Additional Requirements:

The vehicle bid shall include the standard equipment requirements as required in section 3.1.1.1 of the specification.

Manufacturer's Standard Available Colors	
Standard Color Code	Color Description
Y2	White
PG	Race Red
BY	School Bus Yellow

Vendor Bid Response:

Vehicle fuel type	Unit Price
Gasoline	\$52,353.00 -
Flex-fuel	\$52,353.00 -
Diesel	\$ -
CNG/Bifuel	\$ -
Hybrid	\$ -

Options:

FOB Dealership: (Deduct)

\$ _____

FOB Other than Metro Charleston - Per MB

\$ _____

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



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined
Signature [Signature]
Title Senior Advisor Date 2/2/25

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Lori Sutton DEPARTMENT Electoral Functions
AGENCY/BILL CODE AJ03 ADJUTANT GENERAL MA
E-MAIL lori.a.sutton6.nfg@army.mil
PHONE NO. (304) 561-6670 EXT DATE 12/16/2024
FUND # 8726/0433 DEPT # 0603 UNIT # 8330

VEHICLE MISSION

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

JUSTIFICATION/PURPOSE Replace challenge vans that were totaled in the April 2024 Storm.

Est. # of days per week used

Est. # of miles per month used

CABINET SECRETARY APPROVAL William Shane

DATE 27 Jan 2025

VEHICLE PURCHASE

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

MAKE FORD MODEL TRANSIT CONNECT PASSENGER
YEAR 2024 COLOR WHITE FUEL TYPE Flex
22 Full Size Van, RWD, 15 seats, 5 doors, 134" WB, 4 cyl minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Thornhill Ford

PURCHASE PRICE \$52,353.00

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE GMC MODEL SAVANA 2500 CARGO VAN
YEAR 2022 MILEAGE 9746 LICENSE # SAD06601

VIN # 1GJZ7NFP2N1157477 FLT sold

DECOMMISSIONING METHOD DEST - Destroyed Totaled

DEFERRED

JUSTIFICATION FOR DEFERRED April 2024

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [Signature]

DATE 1/28/25



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved

☐ Declined

Signature

Senior Advisor

Title

Date

2/2/25

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Lori Sutton

DEPARTMENT Electoral Functions

AGENCY/BILL CODE AJ03 ADJUTANT GENERAL

MA

E-MAIL lori.a.sutton@army.mil

PHONE NO. (304) 561-6670

EXT

DATE 12/16/2024

FUND # 8726/0433

DEPT # 0603

UNIT # 8330

VEHICLE MISSION

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

JUSTIFICATION/PURPOSE Replace Challenge vans totaled in the April 2024 storm.

Est. # of days per week used

Est. # of miles per month used

CABINET SECRETARY APPROVAL William Shan

DATE 27 Jan 2025

VEHICLE PURCHASE

Type of vehicle

☒ New Vehicle

☐ Used Vehicle

Used Vehicle Mileage

Who owns this vehicle?

☒ Leased from Fleet

☐ Agency Owned

DOC ID

MAKE FORD

MODEL TRANSIT CONNECT PASSENGER

YEAR 2024

COLOR WHITE

Y2

FUEL TYPE Flex

22 Full Size Van...RWD, 15 seats, 5 doors, 134" WB, 4 cyl minimum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Thornhill Ford

MVTruck 25B

PURCHASE PRICE \$52,353.00

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE GMC

MODEL SAVANA 2500 CARGO VAN

YEAR 2022

MILEAGE 3413

LICENSE # SA006598

VIN # 1GJW7EFP2N1154694

FLT add

DECOMMISSIONING METHOD DEST - Destroyed

Totaled

DEFERRED

JUSTIFICATION FOR DEFERRED April 2024

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☒ APPROVED

☐ DECLINED

EXECUTIVE DIRECTOR, FMD Theresa Zahner

DATE 1/28/25



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined

Signature [Signature]
Title Sanja Nelson Date 2/1/25

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Lori Sutton

DEPARTMENT Electoral Functions

AGENCY/BILL CODE AJ03 ADJUTANT GENERAL

MA

E-MAIL lori.a.sutton6.nfg@army.mil

PHONE NO. (304) 561-6670

EXT

DATE 12/16/2024

FUND # 8726/0433

DEPT # 0603

UNIT # 8330

VEHICLE MISSION

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

JUSTIFICATION/PURPOSE Replace Challenge Vans totaled in the April 2024 Storm.

Est. # of days per week used

Est. # of miles per month used

CABINET SECRETARY APPROVAL William Elmer

DATE 7 Jan 2025

VEHICLE PURCHASE

Type of vehicle ☒ New Vehicle ☐ Used Vehicle Used Vehicle Mileage

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

MAKE FORD

MODEL TRANSIT CONNECT PASSENGER

YEAR 2024

COLOR WHITE

FUEL TYPE Flex

22 Full Size Van, RWD, 15 seats, 5 doors, 134" WB, 6 cyl maximum

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP Thornhill Ford

PURCHASE PRICE \$52,353.00

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE GMC

MODEL SAVANA 2500 CARGO VAN

YEAR 2022

MILEAGE 8453

LICENSE # SA006595

VIN # 1GJW7EFP4N 1155393

FLY sold

DECOMMISSIONING METHOD DEST - Destroyed

Totaled

DEFERRED

JUSTIFICATION FOR DEFERRED April 2024

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [Signature]

DATE 11/20/25

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THORNHILL GROUP, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	11/9/2004		11/9/2004	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
			71304
Charter State	WV		Excess Acres
At Will Term			Member Managed
At Will Term Years			Per Value
			50.000000
Authorized Shares	100		Young Entrepreneur
			Not Specified

Addresses	
Type	Address
Local Office Address	500 FORD FAIRLANE CHAPMANVILLE, WV, 25508
Mailing Address	GEORGE R NISBET JR. RT 119 SOUTH CORRIDOR G CHAPMANVILLE, WV, 25508 USA
Mailing Address	P.O. BOX 1449 CHAPMANVILLE, WV, 25508 USA
Notice of Process Address	WALLY THORNHILL 500 FORD FAIRLANE RT 119 NO CHAPMANVILLE, WV, 25508
Principal Office Address	500 FORD FAIRLANE RT 119 NORTH CHAPMANVILLE, WV, 25508 USA
Type	Address

Officers	
Type	Name/Address
Director	WALLY THORNHILL PO BOX 340 PECKS MILL, WV, 25547
Director	NATHAN THORNHILL PO BOX 340 PECKS MILL, WV, 25547
Incorporator	WALLY L THORNHILL P.O. BOX 340 PECKS MILL, WV, 25547 USA
President	WALLY L THORNHILL PO BOX 1449 CHAPMANVILLE, WV, 25508
Secretary	NATHAN THORNHILL PO BOX 340 PECKS MILL, WV, 25547
Treasurer	JAMES B DIVITA 3036 MICHAEL AVENUE BELLE, WV, 25015
Vice-President	NATHAN THORNHILL PO BOX 340 PECKS MILL, WV, 25547
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
THORNHILL FACTORY OUTLET OF DANVILLE	TRADENAME	4/17/2015	11/2/2020
THORNHILL FORD	TRADENAME	8/1/2018	
THORNHILL FORD LINCOLN	TRADENAME	10/7/2010	
THORNHILL FORD LINCOLN-MERCURY	TRADENAME	8/19/2005	10/7/2010
THORNHILL LINCOLN	TRADENAME	7/24/2018	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
3/12/2024	B4WV Other Change: The 25 shares owned by George R. Nisbet, Jr. have been converted to treasury shares. The said George R. Nisbet, Jr. no longer owns any shares of the corporation.
7/18/2017	WALLY L. THORNHILL WILL HAVE A TOTAL OF 75 SHARES. GEORGE R. NISBET WILL HAVE A TOTAL OF 25 SHARES.
Date	Amendment

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	

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Date filed

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

Tuesday, March 11, 2025 — 11:21 AM

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