



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: 04-02-2025

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 FLT2500000021 1	Change Order No:	Procurement Folder:	1664768
Document Name:	4, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE		Reason for Modification:	
Document Description:	4, 2025 FORD BRONCO SPORT, 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 MV25A 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000111679	Requestor Name:	Kenneth H Yoakum
THORNHILL GROUP INC		Requestor Phone:	(304) 558-2106
500 FORD FAIRLANE		Requestor Email:	kenny.h.yoakum@wv.gov
CHAPMANVILLE	WV	2025 FILE LOCATION _____	
US	25508		
Vendor Contact Phone:	304-855-8300		
Extension:			
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

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

Purchasing Division's File Copy

Total Order Amount:

\$145,572.00

PURCHASING DIVISION AUTHORIZATION

DATE:

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE:

ELECTRONIC SIGNATURE ON FILE

Extended Description:

4, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE

1 2947 CARBONIZED GRAY - M7
1 2981 CARBONIZED GRAY - M7

1 2981 OXFORD WHITE - YZ
1 2981 SHADOW BLACK - G1

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	2.00000	EA	\$36,393.0000	\$72,786.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:

MV25 - 2025 or LATEST MODEL VEHICLE:
See attached pricing page(s) for contract pricing.

2, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE

1 2947 CARBONIZED GRAY - M7
1 2981 CARBONIZED GRAY - M7

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	25100000	1.00000	EA	\$36,393.0000	\$36,393.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:

MV25 - 2025 or LATEST MODEL VEHICLE:
See attached pricing page(s) for contract pricing.

1, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE

1 2981 OXFORD WHITE - YZ

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	25100000	1.00000	EA	\$36,393.0000	\$36,393.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25 - 2025 or LATEST MODEL VEHICLE

Extended Description:
MV25 - 2025 or LATEST MODEL VEHICLE:
See attached pricing page(s) for contract pricing.

1, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE
1 2981 SHADOW BLACK - G1

TO BE FINANCED UNDER CONTRACT SWC # FINANCE24.
RELEASE ORDER - FIN2500000004 APPENDIX 2024-04.

**Class 6 - Automobile
Compact Utility**

Vendor Name:

Manufacturer/Brand:

Model Name & Number:

Thorndill FORD
FORD
Bravo Sport R90

Vendor Contact: Charles Ellis

Phone No.: 304-855-1289

Email: Charles.Ellis@ThorndillAutomotive.com

Vehicle Requirements:

Classification: Compact Utility

		Manufacturer's Standard & Available Colors	
		Standard Color Code	Color Description
Drive:	4 Wheel/All Wheel with High & Low Range	41	BLACK
Passenger seating:	5 (including driver)	MT	GRAY
Doors:	4, minimum	YR	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	\$ 36393.00
Flex-fuel	\$ -
Diesel	\$ -
CNG/bifuel	\$ -
Hybrid	\$ -

***Options:**

FOB Dealership: (Deduct)

FOB Other than Metro Charleston - Per Mile

\$	-
\$	-

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



Whitehill, Shelley L <shelley.l.whitehill@wv.gov>

Re: Vehicle Requests

1 message

Yoakum, Kenny H <kenny.h.yoakum@wv.gov>
To: "Householder, Eric L" <eric.l.householder@wv.gov>
Cc: Shelley L Whitehill <shelley.l.whitehill@wv.gov>, FMD Fleet Coordinator <fmdfleetcoordinator@wv.gov>

Wed, Feb 19, 2025 at 11:09 AM

Secretary,

Attached are 18 vehicle requests for DHHR to be financed through Fleet for your consideration. Included are the 18 vehicle requests, agency's Cabinet Secretary approval and justification, and the memo request for purchases of \$100,000.

Please let me know if you have any questions.

Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

\$ 663,067.00

On Tue, Feb 18, 2025 at 5:58 PM Householder, Eric L <eric.l.householder@wv.gov> wrote:
All have been signed and are in Doug Buffington's possession.



Eric Householder
Cabinet Secretary

State of West Virginia
1900 Kanawha Boulevard, E.
Building 1, Room E-119
Charleston, WV 25305

Office: 304-558-4331
Cell: 304-993-4149
Eric.L.Householder@wv.gov

APPROVED

Eric Householder 3/28/25

3/28/25

On Tue, Feb 18, 2025 at 5:14 PM Yoakum, Kenny H <kenny.h.yoakum@wv.gov> wrote:
Secretary,

I wanted to follow up on the 5 pending requests, 2 for Educational Broadcasting and 3 for the Public Service Commission.

Please let me know if you have any questions. Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

----- Forwarded message -----

From: Yoakum, Kenny H <kenny.h.yoakum@wv.gov>

Date: Thu, Feb 13, 2025 at 10:27 AM

Subject: Fwd: Vehicle Requests

To: Eric Householder <Eric.L.Householder@wv.gov>

Cc: Shelley L Whitehill <shelley.l.whitehill@wv.gov>, FMD Fleet Coordinator <fmdfleetcoordinator@wv.gov>

In addition to the two requests pending for Educational Broadcasting, attached are three vehicle requests for the Public Service Commission for your consideration and the Governor's Office approval.

Please let me know if you have any questions.

Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070

----- Forwarded message -----

From: Yoakum, Kenny H <kenny.h.yoakum@wv.gov>

Date: Mon, Feb 3, 2025 at 1:13 PM

Subject: Vehicle Requests

To: Eric Householder <Eric.L.Householder@wv.gov>

Cc: FMD Fleet Coordinator <fmdfleetcoordinator@wv.gov>, Shelley L Whitehill <shelley.l.whitehill@wv.gov>

Attached are two vehicle requests from Educational Broadcasting that will be financed by FMD for your consideration and the Governor's Office approval. A memo for purchases over \$100,000 is included even though the requests are slightly under the \$100,000 requirement. FMD has reviewed and approved the requests.

Please let me know if you have any questions.

Thanks

Kenny Yoakum

Director, Fleet Management Division

2310 Kanawha Blvd. East

Charleston, WV 25311

Ph # 304-558-2106

Fax # 304-558-2070



DHHR 18 Vehicle Requests 2-18-25.pdf
17479K

To: All State Agencies Under Purchasing Division
From: Samantha Willis, Director & General Counsel
WV Purchasing
Date: January 22, 2025
Re: \$100,000 Spending Requests

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:


Agency Head

2/12/25
Date

Cabinet Secretary/Department Head

Date

Governor's Office Representative

Date



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved

☐ Declined

Signature

Title

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2981 DHHR EMERGENCY MEDICAL SERVICES DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT 23917 DATE 1/25/2025
FUND # 0407 DEPT # 0506 UNIT # 2981

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 DELIVERED TO SURPLUS AHEAD OF REPLACEMENT

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

CABINET SECRETARY APPROVAL _____ DATE _____

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 Bronco Sport R9D
YEAR 2025 COLOR GRAY M7 Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD with High & Low Range, 5 seats/includes driver, 4 Doors Minimum, 102" WB, 4 cyl minimum, Off Road Package, Tow Package, Slush/All Weather Mats

DEALERSHIP Thornhill Group Car, Inc.dba Thornhill Fo PURCHASE PRICE \$36,393.

USED VEHICLE VIN# Class 6 MV25A

DECOMMISSIONED VEHICLE

MAKE FORD MODEL EXPEDITION
YEAR 2011 MILEAGE RETIRED LICENSE # SA000030
VIN # 1FMJU1G53BEF49032 Decommissioned 9-2-22 without being replaced
DECOMMISSIONING METHOD DTSP - Deliver to Surplus AO DEFERRED _____
JUSTIFICATION FOR DEFERRED _____

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 2/18/25



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved

☐ Declined

Signature _____

Title _____

Date _____

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2981 DHHR EMERGENCY MEDICAL SERVICES

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 0407

DEPT # 0506

UNIT # 2981

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 FOR REPLACEMENT.

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL _____

DATE _____

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 Bronco Sport R9D

YEAR _____

COLOR WHITE YZ

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD with High & Low Range, 5 seats/includes driver, 4 Doors Minimum, 102" WB, 4 cyl minimum, Off Road Package, Tow Package, Slush/All Weather Mats

DEALERSHIP Thornhill Group Car, Inc.dba Thornhill Fo

PURCHASE PRICE \$36,393.

USED VEHICLE VIN#

Class C MU 25A

DECOMMISSIONED VEHICLE

MAKE JEEP

MODEL GRAND CHEROKEE

YEAR 2013

MILEAGE 167,374

LICENSE # SA002851

VIN # 1C4RJFAG2DC544801

AD - Donated

YY

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED _____

JUSTIFICATION FOR DEFERRED _____

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APPROVED



DECLINED

EXECUTIVE DIRECTOR, FMD

Heath Yushin

DATE 2/18/25



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved ☐ Declined

Signature

Title

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES DEPARTMENT DHHR
AGENCY/BILL CODE 2981 DHHR EMERGENCY MEDICAL SERVICES DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT 23917 DATE 1/25/2025
FUND # 0407 DEPT # 0506 UNIT # 2981

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 DELIVERED TO SURPLUS AHEAD OF REPLACEMENT

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

CABINET SECRETARY APPROVAL _____ DATE _____

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 Bronco Sport R9D
YEAR 2025 COLOR BLACK G1 Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD with High & Low Range, 5 seats/includes driver, 4 Doors Minimum, 102" WB, 4 cyl minimum, Off Road Package, Tow Package, Slush/All Weather Mats

DEALERSHIP Thornhill Group Car, Inc.dba Thornhill Fo PURCHASE PRICE \$36,393.

USED VEHICLE VIN# 1C6RS C MV25A

DECOMMISSIONED VEHICLE

MAKE JEOP MODEL GRAND CHEROKEE
YEAR 2013 MILEAGE RETIRED LICENSE # SA002852

VIN # 1C4RJFAG0DC544800 ^{AD} Decommissioned 9-18-24 without Replacement

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED _____

JUSTIFICATION FOR DEFERRED _____

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

Therese York

DATE 2/18/25



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

☒ Approved

☐ Declined

Signature

Title

Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2947 DHHR OFFICE OF EPIDEMIOLOGY

DH

E-MAIL AMY.S.GATES@WV.GOV

PHONE NO. (304) 352-3917

EXT 23917

DATE 1/25/2025

FUND # 0407

DEPT # 0506

UNIT # 2947

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 FOR REPLACEMENT.REQUEST CLASS UPGRADE. SEE MEMO.

Est. # of days per week used 5

Est. # of miles per month used 1100

CABINET SECRETARY APPROVAL _____

DATE _____

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 Bronco Sport R9D

YEAR 2025

COLOR GRAY M7

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility...4WD or AWD with High & Low Range, 5 seats/includes driver, 4 Doors Minimum, 102" WB, 4 cyl minimum, Off Road Package, Tow Package, Slush/All Weather Mats

DEALERSHIP Thornhill Group Car, Inc.dba Thornhill Fo PURCHASE PRICE \$36,393

USED VEHICLE VIN# Class 6 NV 25A

DECOMMISSIONED VEHICLE

MAKE FORD

MODEL FUSION

YEAR 2017

MILEAGE RETIRED

LICENSE # SA001987

VIN # 3FA6P0G79HR126271 FLT Decommissioned on 9-25-24 w/o replacement

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED _____

JUSTIFICATION FOR DEFERRED _____

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

Theresa Yuhua

DATE 2/18/25

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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	5050.0000
Charter County	Boone	Control Number	71804
Charter State	WV	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par 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 RD 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 PO 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 D DINTA 508 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 @ DANVILLE	TRADENAME	4/17/2015	11/2/2020
THORNHILL FORD	TRADENAME	8/1/2016	
THORNHILL FORD LINCOLN	TRADENAME	12/7/2010	
THORNHILL FORD LINCOLN-MERCURY	TRADENAME	8/16/2005	10/7/2016
THORNHILL LINCOLN	TRADENAME	7/24/2016	
DBA Name	Description	Effective Date	Termination Date

Amendment	
Date	Amendment
3/13/2024	BWVY 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.
7/19/2017	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	
2021	
2020	
2019	
2018	
2017x	
2017	
2016	
2015	
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For more information, please contact the Secretary of State's Office at 304.538.8000.

Monday, April 7, 2025 — 10:33 AM

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"THORNHILL GROUP INC"



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