



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: 03-21-2025

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 0810 0805 DMT2500000019 1                | Change Order No: | 0 | Procurement Folder:                       | 1653994 |
| Document Name:        | CDO off CMA MV25 to Purchase one (1) Vehicle |                  |   | Reason for Modification:                  |         |
| Document Description: | CDO off CMA MV25 to Purchase one (1) Vehicle |                  |   |   |         |
| Procurement Type:     | Central Delivery Order                       |                  |   |   |         |
| Buyer Name:           | Amber J Heath                                |                  |   |   |         |
| Telephone:            | 304-414-7105                                 |                  |   |   |         |
| Email:                | amber.j.heath@wv.gov                         |                  |   |   |         |
| Shipping Method:      | Best Way                                     |                  |   | Master Agreement Number: CMA 0212 MV25E 1 |         |
| Free on Board:        | FOB Dest, Freight Prepaid                    |                  |   |   |         |

| VENDOR  | DEPARTMENT CONTACT |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
|---|--------------------|---------------------|---------------------|---------------|----|----|--------|---|----|----|--|--|----|----|--|--|----|----|--|--|---|
| Vendor Customer Code: VS0000036341<br>THORNHILL MOTOR CAR INC<br>509 DINGESS ST<br><br>LOGAN WV 25601<br>US<br>Vendor Contact Phone: 3048558300 Extension: 2244<br><br>Discount Details:<br><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: Erik S Hall<br>Requestor Phone: 304-414-6473<br>Requestor Email: erik.s.hall@wv.gov<br><br><b>2025</b><br>FILE LOCATION _____ |
|   | Discount Allowed   | Discount Percentage | Discount Days       |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #1  | No                 | 0.0000              | 0                   |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #2  | No                 |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #3  | No                 |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #4  | No                 |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |

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

Total Order Amount: \$37,924.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION  
DATE: *Mar 24, 2025*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: *3-24-25*  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CDO off CMA MV25E to purchase one (1) Jeep SUV WLJH74, Mid Size Utility.4WD or AWD, 5 seats, 4 doors, 109" WB, 6 cyl minimum for \$ 37,924.00.

To be utilized and titled to:

Tri River Transit  
753 Marconi Dr.  
Hamlin, WV 25523

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 5339 Program. It is not considered a state asset.

The vehicle is a replacement vehicle. The VIN and other information for the replaced vehicle is:

2018 Dodge Grand Caravan-VIN# 2C4RDGBG9JR176695, mileage 235,422

| Line         | Commodity Code | Quantity     | Unit | Unit Price    | Total Price   |
|--------------|----------------|--------------|------|---------------|---------------|
| 1            | 25100000       | 1.00000      | EA   | \$37,924.0000 | \$37,924.00   |
| Service From | Service To     | Manufacturer |      | Model No      | Delivery Date |
|              |                |              |      |               | 2024-09-06    |

**Commodity Line Description:** Jeep SUV WLJH74

**Extended Description:**

CDO off CMA MV25E to purchase one (1) Jeep SUV WLJH74, Mid Size Utility.4WD or AWD, 5 seats, 4 doors, 109" WB, 6 cyl minimum for \$ 37,924.00.

To be utilized and titled to:

Tri River Transit  
753 Marconi Dr.  
Hamlin, WV 25523

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 5311 Program. It is not considered a state asset.

**Class 7 - Automobile  
Mid Size Utility**

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

Thornhill CADJR  
Jeep  
Grand Cherokee WLJH74

**Vendor Contact:** Charles Ellis  
**Phone No.:** 304-855-1289  
**Email:** charles.ellis@thornhillautomotive.com

|                                 |  |   |                          |
|---------------------------------|--|---|--------------------------|
| <b>Vehicle Requirements:</b>    |  |   |                          |
| <b>Classification:</b>          | Mid Size Utility                         |   |                          |
| <b>Drive:</b>                   | 4 Wheel/All Wheel                        | <b>Manufacturer's Standard Available Colors</b> |                          |
| <b>Passenger seating:</b>       | 5 minimum (including driver)             | <b>Standard Color Code</b>                      | <b>Color Description</b> |
| <b>Doors:</b>                   | 4, minimum                               | PW7   | Bright White             |
| <b>Wheelbase:</b>               | 109 in., minimum                         |   |                          |
| <b>GVWR:</b>                    | 6100 lbs. min, 7300 lbs. max.            |   |                          |
| <b>Engine:</b>                  | 6 cylinder minimum                       |   |                          |
| <b>Additional Requirements:</b> |  |   |                          |
| <b>Tow Package:</b>             | Installed Hitch and Wiring               |   |                          |
| <b>Slush/All-Weather Mats:</b>  | Installed: Driver, Passenger, Cargo area |   |                          |

The vehicle bid shall include the standard equipment requirements as required in section 3. the specification.

|                             |                   |
|-----------------------------|-------------------|
| <b>Vendor Bid Response:</b> |                   |
| <b>Vehicle fuel type</b>    | <b>UNIT PRICE</b> |
| Gasoline                    | \$ 37924.00       |
| 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.**



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**  
**Division of Multimodal Transportation Facilities**

1900 Kanawha Boulevard East • Building Five • Room 132  
Charleston, West Virginia 25305-0432 • (304) 414-4645  
FAX: (304) 558-3326 • TDD: (800) 742-6991

Lucinda K. Butler  
Commissioner

Stephen T. Rumbaugh, P.E.  
Secretary of Transportation  
Commissioner of Highways

March 21, 2025a

**MEMORANDUM**

**TO: Kristy James, DOT Director of Procurement**  
**DOT Procurement Office**

**FROM: Erik Hall, Community Planner**  
**WV DMTF-Public Transit**

**SUBJECT: Vehicle Not Added to Fleet**

The vehicle listed on Purchase Order CDO DMT25-19, One (1) 2024 Jeep SUV WLJH74, will be titled and utilized to:

Tri River Transit  
753 Marconi Dr.  
Hamlin, WV 25523

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 5339 Program. It is not considered a state asset.

If you have any questions, or requires addition information, please contact me 304-558-0428 or at [erik.s.hall@wv.gov](mailto:erik.s.hall@wv.gov).

Thank you,

A handwritten signature in black ink that reads "Erik S. Hall".

**Erik S. Hall, Community Planner**

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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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THORNHILL MOTOR CAR, INC.

| Organization Information |                |                  |             |          |        |          |                  |                    |
|--------------------------|----------------|------------------|-------------|----------|--------|----------|------------------|--------------------|
| Org Type                 | Effective Date | Established Date | Filing Date | Charter  | Class  | Sec Type | Termination Date | Termination Reason |
| C   Corporation          | 7/13/2018      |                  | 7/13/2018   | Domestic | Profit |          |                  |                    |

| Organization Information |  |                    |               |
|--------------------------|--|--------------------|---------------|
| Business Purpose         | 4411 - Retail Trade - Motor Vehicle and Parts Dealers - Automobile Dealers (new, used) | Capital Stock      | 100000.0000   |
| Charter County           | Logan  | Control Number     | 0             |
| Charter State            | WV   | Excess Acres       |               |
| At Will Term             |  | Member Managed     |               |
| At Will Term Years       |  | Par Value          | 100.000000    |
| Authorized Shares        | 1000   | Young Entrepreneur | Not Specified |

| Addresses                 |   |
|---------------------------|---|
| Type                      | Address   |
| Local Office Address      | 509 DINGESS STREET<br>LOGAN, WV, 25601                  |
| Mailing Address           | PO BOX 2036<br>LOGAN, WV, 25601                         |
| Notice of Process Address | WALLY THORNHILL<br>P O BOX 340<br>PECKS MILL, WV, 25547 |
| Principal Office Address  | 509 DINGESS STREET<br>LOGAN, WV, 25601                  |
| Type                      | Address   |

| Officers       |   |
|----------------|---|
| Type           | Name/Address  |
| Incorporator   | WALLY THORNHILL<br>P O BOX 340<br>PECKS MILL, WV, 25547 |
| President      | WALLY THORNHILL<br>P O BOX 340<br>PECKS MILL, WV, 25547 |
| Secretary      | JAMES DIVITA<br>3036 MICHAEL AVENUE<br>BELLE, WV, 25015 |
| Treasurer      | NATHAN THORNHILL<br>PO BOX 340<br>PECKS MILL, WV, 25547 |
| Vice-President | SYDNEY BROWN<br>102 WALL STREET<br>LOGAN, WV, 25601     |
| Type           | Name/Address  |

| DBA                                     |             |                |                  |
|---|-------------|----------------|------------------|
| DBA Name                                | Description | Effective Date | Termination Date |
| THORNHILL CHRYSLER DODGE JEEP RAM       | TRADENAME   | 4/10/2019      |                  |
| THORNHILL CHRYSLER DODGE RAM JEEP, INC. | TRADENAME   | 7/13/2018      | 7/27/2018        |
| DBA Name                                | Description | Effective Date | Termination Date |

| Date      | Amendment                                      |
|-----------|--|
| 3/14/2019 | AMENDMENT FILED- CHANGING ADDRESSES- SEE IMAGE |
| Date      | Amendment                                      |

| Annual Reports |  |
|----------------|--|
| Filed For      |  |
| 2025           |  |
| 2024           |  |
| 2023           |  |
| 2022           |  |
| 2021           |  |
| 2020           |  |
| 2019           |  |
| Date filed     |  |

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

Tuesday, March 11, 2025 — 1:32 PM

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"THORNHILL MOTOR CAR, INC"



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