



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: 02-28-2024

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 0313 0313 DEP2400000005 1	Procurement Folder: 1386165
Document Name: Division of Air Quality Vehicle Purchase	Reason for Modification:
Document Description: Division of Air Quality Vehicle Purchase	
Procurement Type: Central Delivery Order	
Buyer Name: Joseph E Hager III	
Telephone: (304) 558-2306	
Email: joseph.e.hageriii@wv.gov	
Shipping Method: Best Way	Master Agreement Number: CMA 0313 DEPROOMB 1
Free on Board: FOB Dest, Freight Prepaid	

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code: 000000111679		Requestor Name: Michael S Brightwell	
THORNHILL GROUP INC		Requestor Phone: (304) 414-1138	
500 FORD FAIRLANE		Requestor Email: michael.s.brightwell@wv.gov	
CHAPMANVILLE	WV 25508		
US			
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		

24
 FILE LOCATION _____

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION	ENVIRONMENTAL PROTECTION
OFFICE OF ADMINISTRATION	OFFICE OF ADMINISTRATION
601 57TH ST SE	601 57TH ST SE
CHARLESTON WV 25304	CHARLESTON WV 25304
US	US

Purchasing Division's File Copy

Total Order Amount: \$173,529.45

JJA 2.29.2024
 PURCHASING DIVISION AUTHORIZATION
 DATE: *2/29/2024*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *2/29/2024*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Division of Air Quality Vehicle Purchase

(5) Compact SUV Hybrid, Toyota RAV 4

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	5.00000	EA	\$34,705.8900	\$173,529.45
Service From	Service To	Manufacturer	Model No	Delivery Date	
				2024-03-28	

Commodity Line Description: 3.1.1 Compact SUV Hybrid, Toyota RAV 4 or equal

Extended Description:

3.1.1 Compact SUV Hybrid, Toyota RAV 4 or equal.

CMA DEP VROOM

The Contract for VROOM is a progressive contract based on commodity line. Award is based on low bid to high bid for each line. If the low bidder cannot provide the needs for the Agency at the requested time, the next low bidder will be contacted. Each vendor will have 48 hours to determine if they are able to meet the Agency's needs.

		AWARD SYNOPSIS					
TYPE	VEHICLE TYPE	AWARD LEVEL 1		AWARD LEVEL 2		AWARD LEVEL 3	
TYPE 1	Compact SUV Hybrid	Thornhill Group Inc dba Thornhill Ford	\$ 34,705.89	Stephens Auto LLC dba Stephens Mitsubishi	\$ 47,516.00	Whiteside of St. Clairsville	No Award
TYPE 2	Mid-Size SUV	Thornhill Group Inc dba Thornhill Ford	No Award	Stephens Auto LLC dba Stephens Mitsubishi	No Award	Whiteside of St. Clairsville	No Award
TYPE 3	Mid-size Truck	Thornhill Group Inc dba Thornhill Ford	\$ 35,272.89	Whiteside of St. Clairsville	\$ 47,546.50	Stephens Auto LLC dba Stephens Mitsubishi	No Award
TYPE 4	Full-Size 1/2 Ton Truck	Thornhill Group Inc dba Thornhill Ford	\$ 47,954.00	Whiteside of St. Clairsville	\$ 53,977.22	Stephens Auto LLC dba Stephens Mitsubishi	No Award
TYPE 5	Full-Size 3/4 Ton Truck Extended Cab	Whiteside of St. Clairsville	\$ 58,910.00	Thornhill Group Inc dba Thornhill Ford	No Award	Stephens Auto LLC dba Stephens Mitsubishi	No Award
TYPE 6	Full-Size 3/4 Ton Truck Crew Cab	Thornhill Group Inc dba Thornhill Ford	\$ 54,261.00	Whiteside of St. Clairsville	\$ 59,855.00	Stephens Auto LLC dba Stephens Mitsubishi	No Award
TYPE 7	Full-Size 1 Ton Truck Extended Cab DRW	Whiteside of St. Clairsville	\$ 69,920.00	Thornhill Group Inc dba Thornhill Ford	No Award	Stephens Auto LLC dba Stephens Mitsubishi	No Award



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

Approved Declined

Jim Fucent
Signature
DCAS
Title
9/22/2023
Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael S. Brightwell DEPARTMENT EN - Environmental
 AGENCY/BILL CODE AI01 DEP AIR QUALITY
 E-MAIL michael.s.brightwell@wv.gov
 PHONE NO. (304) 926-0499 EXT 41138 DATE 9/18/2023
 FUND # 8708 DEPT # 0313 UNIT # 9004

VEHICLE MISSION

What type of request is this? Replacement vehicle Increase to fleet
 Reassignment

JUSTIFICATION class change due to fuel efficiency & meets division mission for federal grant

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

CABINET SECRETARY APPROVAL Harold D. Ward DATE 9/18/2023

VEHICLE PURCHASE

Type of vehicle: New Vehicle Used Vehicle Used Vehicle Mileage _____
 Who owns this vehicle? Leased from Fleet Agency Owned DOC ID _____
 MAKE Toyota MODEL Rav 4 Hybrid
 YEAR 2023 COLOR WHITE FUEL TYPE HYBRID

NEW VEHICLE CLASS/DESCRIPTION COMPACT SUV
 DEALERSHIP TBD PURCHASE PRICE \$45,000.00

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# TBD

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL GRAND CHEROKEE
 YEAR 2011 MILEAGE 143,743 LICENSE # SA001186
 VIN # 1J4RR4GG0BC715542 FL T

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED _____
 JUSTIFICATION FOR DEFERRED _____

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APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD

Theresa Zuber

DATE 9/21/23



West Virginia
Department of Administration
Fleet Management

For Governors Office Use Only

Approved Declined

Signature

Title

DCAS

Date

9/22/23

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael S. Brightwell DEPARTMENT EN - Environmental
 AGENCY/BILL CODE A101 DEP AIR QUALITY
 E-MAIL michael.s.brightwell@wv.gov
 PHONE NO. (304) 926-0499 EXT 41138 DATE 9/18/2023
 FUND # 8708 DEPT # 0313 UNIT # 9004

VEHICLE MISSION

What type of request is this? Replacement vehicle Increase to fleet
 Reassignment

JUSTIFICATION class change due to fuel efficiency & meets division mission for federal grant

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CABINET SECRETARY APPROVAL Harold D. Ward DATE 9/18/2023

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 Who owns this vehicle? Leased from Fleet Agency Owned DOC ID _____
 MAKE Toyota MODEL Rav 4 Hybrid
 YEAR 2023 COLOR WHITE FUEL TYPE HYBRID

NEW VEHICLE CLASS/DESCRIPTION COMPACT SUV
 DEALERSHIP TBD PURCHASE PRICE \$45,000.00

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# TBD

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL GRAND CHEROKEE
 YEAR 2014 MILEAGE 146491 LICENSE # SA001960

VIN # 1C4RJFAG3EC178686 FLT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED

JUSTIFICATION FOR DEFERRED _____

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APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD [Signature] DATE 9/21/23



West Virginia
 Department of Administration
 Fleet Management

For Governors Office Use Only

Approved Declined

Amir Vincent Ursing
 Signature
 DCOS
 Title
 9/22/23
 Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael S. Brightwell DEPARTMENT EN - Environmental
 AGENCY/BILL CODE AI01 DEP AIR QUALITY
 E-MAIL michael.s.brightwell@wv.gov
 PHONE NO. (304) 926-0499 EXT 41138 DATE 9/18/2023
 FUND # 8708 DEPT # 0313 UNIT # 9004

VEHICLE MISSION

What type of request is this? Replacement vehicle Increase to fleet
 Reassignment

JUSTIFICATION class change due to fuel efficiency & meets division mission for federal grant

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

CABINET SECRETARY APPROVAL Harold D. Ward DATE 9/18/2023

VEHICLE PURCHASE

Type of vehicle: New Vehicle Used Vehicle Used Vehicle Mileage _____
 Who owns this vehicle? Leased from Fleet Agency Owned DOC ID _____
 MAKE Toyota MODEL Rev 4 Hybrid
 YEAR 2023 COLOR WHITE FUEL TYPE HYBRID

NEW VEHICLE CLASS/DESCRIPTION COMPACT SUV
 DEALERSHIP TBD PURCHASE PRICE \$45,000.00

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# TBD

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL GRAND CHEROKEE
 YEAR 2013 MILEAGE 147781 LICENSE # SA002056
 VIN # 1C4RJFAG5DC559888 FLT
 DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
 JUSTIFICATION FOR DEFERRED _____

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APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD Shirley Yarbrough DATE 9/21/23



West Virginia
 Department of Administration
 Fleet Management

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Approved Declined

Signature

Title

DCOS

9/20/23
 Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael S. Brightwell DEPARTMENT EN - Environmental
 AGENCY/BILL CODE AJ01 DEP AIR QUALITY
 E-MAIL michael.s.brightwell@wv.gov
 PHONE NO. (304) 926-0499 EXT. 41138 DATE 9/18/2023
 FUND # 8708 DEPT # 0313 UNIT # 9004

VEHICLE MISSION

What type of request is this? Replacement vehicle Increase to fleet
 Reassignment

JUSTIFICATION class change due to fuel efficiency & meets division mission for federal grant

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

CABINET SECRETARY APPROVAL Harold D. Ward DATE 9/18/2023

VEHICLE PURCHASE

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

MAKE Toyota MODEL Rav 4 Hybrid
 YEAR 2023 COLOR WHITE FUEL TYPE HYBRID
 COMPACT SUV

NEW VEHICLE CLASS/DESCRIPTION

DEALERSHIP TBD PURCHASE PRICE \$45,000.00

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# TBD

DECOMMISSIONED VEHICLE

MAKE FORD MODEL F150 PICK UP
 YEAR 2013 MILEAGE 145440 LICENSE # SA004382

VIN # 1FTFW1EFXDKF15741 FL7

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED

JUSTIFICATION FOR DEFERRED _____

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APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD Theresa Fisher DATE 9/21/23



West Virginia
 Department of Administration
 Fleet Management

For Governors Office Use Only

Approved Declined

Signature
 Title

Clay Vincent Threlkoff
 DCOS
 9/22/23
 Date

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME Michael S. Brightwell DEPARTMENT EN - Environmental
 AGENCY/BILL CODE A101 DEP AIR QUALITY
 E-MAIL michael.s.brightwell@wv.gov
 PHONE NO. (304) 926-0499 EXT 41138 DATE 9/18/2023
 FUND # 8708 DEPT # 0313 UNIT # 9004

VEHICLE MISSION

What type of request is this? Replacement vehicle Increase to fleet
 Reassignment

JUSTIFICATION class change due to fuel efficiency & meets division mission for federal grant

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

CABINET SECRETARY APPROVAL Harold D. Ward DATE 9/18/2023

VEHICLE PURCHASE

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

MAKE Toyota MODEL Rav 4 Hybrid
 YEAR 2023 COLOR WHITE FUEL TYPE HYBRID

NEW VEHICLE CLASS/DESCRIPTION COMPACT SUV
 DEALERSHIP TBD PURCHASE PRICE \$45,000.00

VEHICLE PURPOSE: POOL - Shared by several employees

USED VEHICLE VIN# TBD

DECOMMISSIONED VEHICLE

MAKE JEEP MODEL GRAND CHEROKEE
 YEAR 2014 MILEAGE 170354 LICENSE # SAD04476
 VIN # 1C4RJFAG7EC178674 FLT

DECOMMISSIONING METHOD DTSP - Deliver to Surplus DEFERRED
 JUSTIFICATION FOR DEFERRED _____

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APPROVED DECLINED

EXECUTIVE DIRECTOR, FMD Theresa Younkers DATE 9/21/23

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Business Organization Detail

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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		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 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



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Feb 22, 2024



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"THORNHILL GROUP INC" ×

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