



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: 04-03-2025

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 FLT2500000027 1	Change Order No:	0	Procurement Folder:	1665248
Document Name:	1 - 2025 FORD F150 EXT CAB X1L, CLASS 15, FLEX-FUEL			Reason for Modification:	
Document Description:	1 - 2025 FORD F150 EXT CAB X1L, CLASS 15, 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 MV25A 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

Purchasing Division's File Copy

Total Order Amount: \$42,897.00

PURCHASING DIVISION AUTHORIZATION
DATE: *Mark Atkins* 4/07/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *2025-4-7-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

1 - 2025 FORD F150 EXT CAB X1L, CLASS 15, FLEX-FUEL

MVTRUCK25 -2025 or Latest Model Vehicle:
See attached pricing page(s) for contract pricing.

SWC# MV25A
CLASS 15
COLOR:
1 - 2555 - YZ WHITE

FUEL: FLEX-FUEL

To be financed under contract SWC # FINANCE24
Release Order - FIN2500000004 Appendix 2024-04.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	1.00000	EA	\$42,897.0000	\$42,897.00
Service From	Service To	Manufacturer	Model No	Delivery Date	

Commodity Line Description: MV25- 2025 OR LATEST MODEL VEHICLE

Extended Description:

MVTRUCK25 -2025 or Latest Model Vehicle:
See attached pricing page(s) for contract pricing.

1 - 2025 FORD F150 EXT CAB X1L, CLASS 15, FLEX-FUEL

SWC# MV25A
CLASS 15
COLOR:
1 - 2555 - YZ WHITE

FUEL: FLEX-FUEL

To be financed under contract SWC # FINANCE24
Release Order - FIN2500000004 Appendix 2024-04.

**Class 15 - Automobile
Standard Pick Up Extended Cab**

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

Thornhill Ford
FORD
F150 club XL

Vendor Contact: Charles Ellis
Phone No.: 804-855-1259
Email: Charles.Ellis@ThornhillAutomotive.com

Vehicle Requirements:
Classification: Standard Pick Up Extended Cab

Drive:	4 Wheel/All wheel with Hi/Lo Range	Manufacturer's Standard Available Colors	
Passenger seating:	4 minimum (including driver)	Standard Color Code	Color Description
Doors:	4, minimum	B3	ATLAS Blue
Wheelbase:	140in., minimum	HX	ADAMANT Blue
GVMR:	6275 lbs. min, 7350 lbs. max.	JS	ICONIC Silver
Engine:	Minimum 8 Cylinder for gasoline and Minimum 6 cylinder for diesel	WM	AGATE Black
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.	M7	CARBONIZED GRAY
Tow Package:	Factory Complete: Includes integrated electric trailer brake controller, hitch, and wiring	YZ	OXFORD White
Slush/All weather Mats	Installed on driver and passenger front and second row, except where vinyl floor covering is present.		

Bed: Short, with Installed Spray-In liner.

Sliding rear window: Not required.

Additional Requirements:

Factory Running Boards/Step Bars, Cab Length

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

Vendor Bid Response:	
Vehicle fuel type	UNIT PRICE
Gasoline	\$ <u>42897.00</u>
Flex-fuel	\$ <u>42897.00</u>
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.

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:



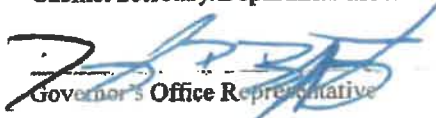
Agency Head

2/21/25
Date



Cabinet Secretary/Department Head

3/28/25
Date



Governor's Office Representative

3/28/25
Date

☐ *Added*



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 2555 DHHR REGION - SOCIAL SERVICES DH
E-MAIL AMY.S.GATES@WV.GOV
PHONE NO. (304) 352-3917 EXT 23917 DATE 2/3/2025
FUND # 5362 DEPT # 0511 UNIT # 2555

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 TO REPLACE. REQUEST CLASS UPGRADE. SEE MEMO

Est. # of days per week used _____ Est. # of miles per month used _____

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 F-150 Ext. Cab X1L
YEAR 2025 COLOR WHITE 42 Fuel Type Flex-fuel

New Vehicle Class/Description Standard Pick Up Extended Cab...4WD/AWD with High & Low Range, 4 Seats Minimum/Includes Driver, 4 Doors Minimum, 140" WB. Minimum Acceptable Engines: Gas- 8 cyl, Diesel- 6 cyl, Off Road Package, Tow Package, Slush/All

DEALERSHIP Thornhill Group Car, Inc.dba Thornhill Fo PURCHASE PRICE \$42,897.

USED VEHICLE VIN# 61625 15 MU25A

DECOMMISSIONED VEHICLE

MAKE FORD MODEL FUSION
YEAR 2015 MILEAGE 134687 LICENSE # SA002426
VIN # 3FA6P0G73ER104343 F4T 44

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

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD *Thuritta York* DATE 2/21/25

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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	\$600 0000
Charter County	Boone	Control Number	71304
Charter State	WV	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	\$0.000000
Authorized Shares	100	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	505 FORD FAIRLANE CHAPMANVILLE, WV, 25508
Mailing Address	GEORGE R HIBBET, JR RT 119 SOUTH COWBOY RD CHAPMANVILLE, WV, 25509 USA
Mailing Address	P.O. BOX 1449 CHAPMANVILLE, WV, 25508 USA
Notice of Process Address	WALLY THORNHILL 505 FORD FAIRLANE RT 119 NO CHAPMANVILLE, WV, 25508
Principal Office Address	505 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 3026 MICHAEL AVENUE BELL, WV, 26016
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	8/1/2016	
THORNHILL FORD LINCOLN	TRADENAME	10/7/2010	
THORNHILL FORD LINCOLN-MERCURY	TRADENAME	8/1/9/2005	107/20/0
THORNHILL LINCOLN	TRADENAME	7/24/2018	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
3/12/2024	6xWV Other Change: The 25 shares owned by George R. Hibbet, Jr. have been converted to treasury shares. The said George R. Hibbet, Jr. no longer owns any shares of the corporation.
7/18/2017	WALLY L THORNHILL WILL HAVE A TOTAL OF 75 SHARES. GEORGE H. HIBBET WILL HAVE A TOTAL OF 25 SHARES
Date	Amendment

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017a	
2017	
2016	
2015	
2014	
2013	
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For more information, please contact the Secretary of State's Office at 304-558-6000.

Monday, April 7, 2025 — 10:33 AM

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"THORNHILL GROUP INC"



Entity

Location

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- ☐ Inactive

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