



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: 05-08-2025

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 FLT2500000039 1	Change Order No:	Procurement Folder:	1693778
Document Name:	1, 2025 TOYOTA CAMRY, CLASS 2, GASOLINE			Reason for Modification:
Document Description:	1, 2025 TOYOTA CAMRY, CLASS 2, 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 MV25D 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000046057 FORMULA MOTOR CAR INC PO BOX 4451 CHAPMANVILLE WV 25508 US Vendor Contact Phone: 3048551289 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:	\$29,500.00
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
DATE: *Mark Atkins* 5/10/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *Collyer* 5-12-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:

1, 2025 TOYOTA CAMRY, CLASS 2, GASOLINE

1 2557 MIDNIGHT BLACK - 0218

TO BE PURCHASED WITH CASH.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25100000	1.00000	EA	\$29,500.0000	\$29,500.00
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 TOYOTA CAMRY, CLASS 2, GASOLINE

1 2557 MIDNIGHT BLACK - 0218

TO BE PURCHASED WITH CASH.

**Class 2 - Automobiles
Mid Size Sedan**

Vendor Name:

Therrell Toyota

Manufacturer/Brand:

Toyota

Model Name & Number:

CAMRY 2539 A

Vendor Contact: Charles Ellis

Phone No.: 304-855-1289

Email: charles.ellis@therrellautomotive.com

Vehicle Requirements:

Classification: Mid Size Sedan

Drive: Front Wheel
 Passenger seating: 5 (including driver)
 Doors: 4, minimum
 Wheelbase: 107 in., minimum
 GVWR: 4,100 lbs. min, 4,650 lbs. max
 Engine: 4 cylinder minimum

Manufacturer's Standard Available Colors

Standard Color Code	Color Description
0040	White
0163	Gray
0106	Silver
0218	Black

Additional Requirements:

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	\$ <u>29500.00</u>
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 to be included as part of the bid.



West Virginia
Department of Administration
Fleet Management

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☒ Approved ☐ Declined

Signature

Title

Date

Vehicle Request

AGENCY INFORMATION



COORDINATOR NAME AMY S GATES

DEPARTMENT DHHR

AGENCY/BILL CODE 2557 REGION IV-SOCIAL SERVICES

DH

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

PHONE NO. (304) 352-3917

EXT 23917

DATE 4/23/2025

FUND # 5362

DEPT # 0511

UNIT # 2557

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 Decommission and replace due to high cost of repair.

Est. # of days per week used 5

Est. # of miles per month used 1,100

CABINET SECRETARY APPROVAL

DATE 4/24

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 Camry 2559A

YEAR 2025

COLOR BLACK

Fuel Type Gasoline

New Vehicle Class/Description Mid Size Sedan... FWD, 5 seats/includes driver, 4 Doors Minimum, 107" WB, 4 cyl minimum

DEALERSHIP Formula Motor Car, Inc. dba Thornhill To

PURCHASE PRICE \$29,500

USED VEHICLE VIN#

Class 2 MV25D

DECOMMISSIONED VEHICLE

MAKE CHEVROLET

MODEL MALIBU

YEAR 2020

MILEAGE 102583

LICENSE # SA004760

VIN # 1G1ZC5ST9LF000463

FLT 44

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED

JUSTIFICATION FOR DEFERRED Decommission due to high cost of repair \$3,832 vs estimated value of vehicle \$8

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☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 5/5/25

PAGE 1 of 1

FORM DOA-FM-059 Revised (31 October 2019)

Approved:

Eric Handberg

5/5/25

Cabinet Secretary

West Virginia Department of Administration

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Business Organization Detail

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FORMULA MOTOR CAR, INC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/15/2020		9/15/2020	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	
Charter State	WV	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	100.000000
Authorized Shares	1000	Young Entrepreneur	No

Addressee	
Type	Address
Local Office Address	63 ADMIRAL ROAD CHAPMANVILLE, WV, 25506
Mailing Address	PO BOX 4451 CHAPMANVILLE, WV, 25506 USA
Notice of Process Address	JIM DI VITA 3036 MICHAEL AVENUE SELLE, WV, 26015
Principal Office Address	63 ADMIRAL ROAD CHAPMANVILLE, WV, 25506 USA
Type	Address

Officers	
Type	Name/Address
Incorporator	WALLY L THORNHILL PO BOX 340 PECKS MILL, WV, 25547
President	WALLY THORNHILL PO BOX 340 PECKS MILL, WV, 25547
Secretary	JAMES DI VITA 3036 MICHAEL AVENUE SELLE, WV, 26015
Treasurer	NATHAN THORNHILL PO BOX 340 PECKS MILL, WV, 25547
Vice-President	SYDNEY BROWN 102 WALNUT STREET LOGAN, WV, 25601
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
THORNHILL TOYOTA	TRADENAME	9/30/2020	
THORNHILL TOYOTA, INC.	TRADENAME	9/15/2020	10/19/2020
DBA Name	Description	Effective Date	Termination Date

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
Date Filed	

For more information, please contact the Secretary of State's Office at 304-558-6000.

Monday, May 12, 2025 — 8:01 AM

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