



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: 08-12-2025

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 FLT2600000002 1	Change Order No:	Procurement Folder:	1758342
Document Name:	2, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE		Reason for Modification:	
Document Description:	2, 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 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 2026 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: \$72,786.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
DATE: *Mark Atkins* 8/13/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *Cathy R...*
ELECTRONIC SIGNATURE ON FILE 8-13-25

Extended Description:
2, 2025 FORD BRONCO SPORT, CLASS 6, GASOLINE
2 EP08 OXFORD WHITE - YZ

To be purchased with CASH.

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
2 EP08 OXFORD WHITE - YZ

To be purchased with CASH.

**Class 6 - Automobile
Compact Utility**

Vendor Name:

Thornhill Ford

Manufacturer/Brand:

FORD

Model Name & Number:

Bravo Sport R90

Vendor Contact: Charles Ellis

Phone No.: 304-855-1259

Email: CHARLES.ELLIS@

ThornhillAutoCenter.com

Vehicle Requirements:

Classification:

Compact Utility

Drive:	4 Wheel/All Wheel with High & Low Range	Manufacturer's Standard Available Colors	
Passenger seating:	5 (including driver)	Standard Color Code	Color Description
Doors:	4, minimum	41	BLACK
Wheelbase:	102 in., minimum	MT	GRAY
GVWR:	4350 lbs. min, 5600 lbs. max.	Y2	WHITE
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.



West Virginia
Department of Administration
Fleet Management

Fleet Services supplied in accordance
with WV Code §5A-12 and Rule 148-
23. Fleet.wv.gov for details.

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME STEVE BRIGHTWELL DEPARTMENT Environmental
AGENCY/BILL CODE EP08 DEP WATER RESOURCES EN
E-MAIL MICHAEL.S.BRIGHTWELL@WV.GOV
PHONE NO. (304) 543-2737 EXT 41138 DATE 7/29/2025
FUND # 3342 DEPT # 0313 UNIT # 9455

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 MECHANICAL AND RELIABILITY ISSUES LOV COST

Est. # of days per week used 5

Est. # of miles per month used 2000

CABINET SECRETARY APPROVAL [Signature]

DATE 7-29-2025

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 Ford Escape U9N Bronco Sport R9D

YEAR 2025

COLOR WHITE

Fuel Type Gasoline

New Vehicle Class/Description 6 - Compact Utility...AWD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Thornhill Motor Group
Matheny Motor Truck Company dba Mat

PURCHASE PRICE \$30,356 \$36,393.00

USED VEHICLE VIN# _____

DECOMMISSIONED VEHICLE

MAKE JEEP

MODEL GRAND CHEROKEE

YEAR 2015

MILEAGE 159221

LICENSE # SA004649

VIN # 1C4RJFBG8FC761643

FLT Y4

DECOMMISSIONING METHOD DTSP - Deliver to Surplus

DEFERRED _____

JUSTIFICATION FOR DEFERRED _____

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD [Signature]

DATE 7/31/25

Approved:

[Signature]

8/4/25

Cabinet Secretary
West Virginia Department of Administration



West Virginia
Department of Administration
Fleet Management

Fleet Services supplied in accordance
with WV Code §5A-12 and Rule 148-
23. Fleet.wv.gov for details.

Vehicle Request

AGENCY INFORMATION

COORDINATOR NAME STEVE BRIGHTWELL DEPARTMENT Environmental
AGENCY/BILL CODE EPO8 DEP WATER RESOURCES EN
E-MAIL MICHAEL.S.BRIGHTWELL@WV.GOV
PHONE NO. (304) 543-2737 EXT 41138 DATE 7/29/2025
FUND # 3342 DEPT # 0313 UNIT # 9455

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 DRINKING WATER SRF MOVED TO DHHR TO DEP AND VEHICLE IS REQUIRED FOR POSITION

Est. # of days per week used 5

Est. # of miles per month used 2000

CABINET SECRETARY APPROVAL

DATE 7-29-2025

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 Ford Escape U9N Bronze Sport R4D

YEAR 2025

COLOR WHITE

Fuel Type Gasoline

New Vehicle Class/Description Compact Utility, AWD or AWD, 5 seats/Includes driver, 4 Doors Minimum, 100" WB, 4 cyl minimum

DEALERSHIP Matheny Motor Truck Company dba Mat PURCHASE PRICE \$30,356.63 \$30,356.63

USED VEHICLE VIN#

DECOMMISSIONED VEHICLE

MAKE

MODEL

YEAR

MILEAGE

LICENSE #

VIN #

DECOMMISSIONING METHOD

DEFERRED

JUSTIFICATION FOR DEFERRED

For FMO Office Use Only

☒ APPROVED ☐ DECLINED

EXECUTIVE DIRECTOR, FMD

DATE 7/31/25

PAGE 1 of 1

FORM DOA-FM-059 Revised (25 June 2025)

Approved:

Eric Hershberger 8/4/25
Cabinet Secretary
West Virginia Department of Administration



Atkins, Mark A <mark.a.atkins@wv.gov>

Cash CDO's Ready for Approval

1 message

Fleet Coordinator, FMD <fmdfleetcoordinator@wv.gov>

Tue, Aug 12, 2025 at 8:56 AM

To: Mark A Atkins <mark.a.atkins@wv.gov>, Cody E Rose <cody.e.rose@wv.gov>

Cc: Beth A Redden <beth.a.redden@wv.gov>, Kenny H Yoakum <kenny.h.yoakum@wv.gov>

Good morning Cody & Mark,

I have submitted two cash CDO's, FLT26*01 and FLT26*02, for approval. They can be fully approved and released to the vendors. If either of you have any questions or need more information, please let me know.

Thank you!

Hannah Elgin

Procurement Specialist

WV Dept. of Administration

Fleet Management Division

2310 Kanawha Blvd E

Charleston, WV 25311

304-352-6079 Office

304-558-2614 Office

Website: fleet.wv.gov

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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 8055 MICHAEL AVENUE SELLE, 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 OF DANVILLE	TRADENAME	4/17/2015	11/2/2020
THORNHILL FORD	TRADENAME	8/1/2018	
THORNHILL FORD LINCOLN	TRADENAME	10/7/2010	
THORNHILL FORD LINCOLN MERCURY	TRADENAME	8/19/2005	10/7/2010
THORNHILL LINCOLN	TRADENAME	7/24/2018	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
3/12/2024	B4WV 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.
7/18/2017	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
2014
2013
2012
2011
2010
2009
2008
2007
Date Filed



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- ☐ Exact Phrase ¹

e.g. 123456789, Smith Corp

"THORNHILL GROUP INC"



Entity

Location

Status

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- ☐ Inactive

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