



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia Master Agreement

Order Date: 06-04-2024

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:	CMA 0212 0212 FUELW21A 5	Procurement Folder:	861979
Document Name:	FUELW21A- Statewide Contract -Miscellaneous Fuels	Reason for Modification:	CO#04 is an Administrative Change Order to add commodity lines. No Other Changes
Document Description:	Awarded Districts - 1		
Procurement Type:	Statewide MA (Open End)		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2021-04-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-03-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000201213	Requestor Name:	Mark A Atkins
HARRIS OIL CO INC 330 OAK DR		Requestor Phone:	(304) 558-2307
SPENCER WV 252760685		Requestor Email:	mark.a.atkins@wv.gov
US			
Vendor Contact Phone:	999-999-9999 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
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER
No City WV 99999	No City WV 99999
US	US

6-10-2406

Purchasing Division's File Copy

Total Order Amount:	Open End
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MA 06/05/2024
 PURCHASING DIVISION AUTHORIZATION
 DATE: 6/6/24
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: 6/8/2024
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: 6-18-24
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Statewide Fuel Contract - Open-End

Change Order No. 04 ADMINISTRATIVE CHANGE ORDER

CO#04 is issued as an Administrative Change Order to add the following Commodity Lines and their Descriptions to further assist agencies in their ordering processes:

- Commodity Line 2: Diesel Fuel
- Commodity Line 3: Gasoline Fuel
- Commodity Line 4: Kerosene/Heating Fuel

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

NO OTHER CHANGES

The vendor is awarded the following Districts: District 1

The attached Vendor's pricing shows a firm markup per gallon.

West Virginia State Agencies utilizing this contract must purchase an OPIS license allowing the agency to OPIS weekly pricing> Contact OPIS at 888-301-2645.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	15100000				0.000000
	Service From	Service To		Service Contract Amount	
	2021-04-01	2025-03-31		0.00	

Commodity Line Description: Miscellaneous Fuels - District One (1)

Extended Description:

See attached Exhibit A Pricing Page for Fuel Pricing.

Awarded: District 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	15101505			GL	0.000000
	Service From	Service To		Service Contract Amount	
	2021-04-01	2025-03-31		0.00	

Commodity Line Description: Diesel Fuels - District One (1)

Extended Description:

See attached Exhibit A Pricing Page for Diesel Fuel Pricing.

Awarded: District 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	15101506			GL	0.000000
	Service From	Service To		Service Contract Amount	
	2021-04-01	2025-03-31		0.00	

Commodity Line Description: Gasoline Fuels - District One (1)

Extended Description:

See attached Exhibit A Pricing Page for Gasoline Fuel Pricing.

Awarded: District 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	15101502			GL	0.000000
	Service From	Service To	Service Contract Amount		
	2021-04-01	2025-03-31	0.00		

Commodity Line Description: Kerosene/ Heating Fuels - District One (1)

Extended Description:

See attached Exhibit A Pricing Page for Kerosene/Heating Fuel Pricing.

Awarded: District 1

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u> OA </u> Date: <u> 6/05/2024 </u> Solicitation No. <u> CO#4 </u>	Agency: WV Purchasing Division Procurement Officer Submitting Requisition: Mark Atkins Requisition No. CO#4 CMA FUELW21A PF No.: 861979
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions www.state.wv.us/admin/purchase/TCP.pdf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____



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Business Organization Detail

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HARRIS OIL COMPANY, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/15/1965		3/15/1965	DomesSc	Profit			

Organization Information			
Business Purpose	4247 - Wholesale Trade - Wholesale Trade, Nondurable Goods - Petroleum and Petroleum Products Merchant Wholesalers	Capital Stock	50000.0000
Charter County	Roane	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	100.000000
Authorized Shares	500	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	330 OAK DRIVE SPENCER, WV, 25276
Mailing Address	PO BOX 665 SPENCER, WV, 25276 USA
Notice of Process Address	WAYNE C. HARRIS PO BOX 665 SPENCER, WV, 25276
Principal Office Address	330 OAK DRIVE SPENCER, WV, 25276 USA
Type	Address

Officers	
Type	Name/Address
Director	WAYNE C. HARRIS PO BOX 665 SPENCER, WV, 25276
Director	PEGGY J. HARRIS 703 SUMMIT STREET SPENCER, WV, 25276
Incorporator	CORLI'S HARRIS 107 PARK AVE SPENCER, WV, 25276 USA
Incorporator	JUSTINE HARRIS 107 PARK AVE SPENCER, WV, 25276 USA
President	WAYNE C. HARRIS PO BOX 665 SPENCER, WV, 25276
Secretary	VERONICA J. STOVER 700 SUMMIT STREET SPENCER, WV, 25276
Treasurer	PEGGY J. HARRIS 703 SUMMIT STREET SPENCER, WV, 25276
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
HIL-MART OF RIPLEY	TRADENAME	9/3/2002	
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
1/27/1982	INCREASE TO \$400,000 FILED; CANCELLATION OF REAQUIRED SHARES
Date	Amendment

Annual Reports	
Filed For	
2024	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, June 5, 2024 — 11:14 AM

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