



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: 04-08-2024

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 OIL22 5 | Procurement Folder: | 1044522 |
| Document Name: | CMA OIL22 | Reason for Modification: | CO#04: Issued to renew the original contract per the attached documents. |
| Document Description: | OIL22 - Statewide Contract for: Oils, Lubricants, & Grease | | |
| Procurement Type: | Statewide MA (Open End) | | |
| Buyer Name: | | | |
| Telephone: | | | |
| Email: | | | |
| Shipping Method: | Best Way | Effective Start Date: | 2022-12-01 |
| Free on Board: | FOB Dest, Freight Prepaid | Effective End Date: | 2025-05-31 |

| VENDOR | | DEPARTMENT CONTACT | |
|--------------------------------------|-------------------------|---------------------|----------------------|
| Vendor Customer Code: | VC0000082006 | Requestor Name: | Mark A Atkins |
| PUGH LUBRICANTS LLC 800 1ST AVE S | | Requestor Phone: | (304) 558-2307 |
| NITRO WV 25143 US | | Requestor Email: | mark.a.atkins@wv.gov |
| Vendor Contact Phone: | 304-482-0173 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 US | No City WV 99999 US |

4-10-24 6C

Total Order Amount: Open End

Purchasing Division's File Copy

| | | |
|---|--|---|
| PURCHASING DIVISION AUTHORIZATION DATE: <i>MA 04/08/2024</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i> 4/9/24 | ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i> 4/12/2024 | ENCUMBRANCE CERTIFICATION DATE: <i>[Signature]</i> 4-12-24 ELECTRONIC SIGNATURE ON FILE |
|---|--|---|

Extended Description:

Change Order No. 04 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal June 01, 2024 through May 31, 2025

Renewals Remaining: (6) Months

No other changes.

| Line | Commodity Code | Manufacturer | Model No | Unit | Unit Price |
|------|---------------------|-------------------|----------|--------------------------------|------------|
| 1 | 15120000 | | | EA | 0.000000 |
| | Service From | Service To | | Service Contract Amount | |
| | | | | 0.00 | |

Commodity Line Description: Oils, Lubricants, & Grease

Extended Description:

PLEASE REFER TO ATTACHED PRICING PAGES FOR CONTRACT PRICING AND VENDOR CONTACT INFORMATION WHEN ORDERING.

(* Indicates where the Unit of Measure and Commodity Line Item in the submitted bid scenario is adjusted in the award pricing pages to match the most common (UOM) packaging ordered/shipped.



MARK D. SCOTT
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WEST VIRGINIA 25305-0130

SAMANTHA L. WILLIS
DIRECTOR

April 4, 2024

Mr. Gary Sweeney
Pugh Lubricants LLC dba Apollo Oil
800 1st Avenue S
Nitro, WV 25143

Subject: WV Statewide Contract No.: CMA 0212 OIL22 Oil, Lubricants, & Grease

Dear Mr. Sweeney:

The State of West Virginia is offering to renew the subject contract under the same terms, conditions and pricing. The renewal dates are **June 01, 2024** through **May 31, 2025**. If your company agrees to this renewal, please sign below, and return this document to my attention via email to Mark.A.Atkins@wv.gov.

We agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

| | | | |
|--------------------------|--|-------------------------------|---------------|
| <u>Michael R Antevik</u> | <u></u> | <u>Regional Sales Manager</u> | <u>4-5-24</u> |
| Print Name | Signature | Title | Date |

Please call if you have any questions.

Regards,

Mark A. Atkins, CPPB

Buyer Supervisor
West Virginia Department of Administration
Purchasing Division
2019 Washington Street, East
POB 50130
Charleston, WV 25305-0130
Phone: 304.558.2307
Email: Mark.A.Atkins@wv.gov

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

| | |
|---|--|
| <i>Purchasing Division Use:</i> Buyer: <u>02</u> Date: <u>4/8/2025</u> Solicitation No. <u>CO#4</u> | Agency: WV Purchasing Division <hr/> Procurement Officer Submitting Requisition: Mark Atkins <hr/> Requisition No. CO#4 CMA OIL22 <hr/> PF No.: 1044522 |
|---|--|

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 checked="" type="checkbox"/> | <input 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 checked="" 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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PUGH LUBRICANTS, LLC

| Organization Information | | | | | | | | |
|---------------------------------|----------------|------------------|-------------|---------|--------|----------|------------------|--------------------|
| Org Type | Effective Date | Established Date | Filing Date | Charter | Class | Sec Type | Termination Date | Termination Reason |
| LLC Limited Liability Company | 12/18/2018 | | 12/18/2018 | Foreign | Profit | | | |

| Organization Information | | | |
|---------------------------|--|---------------------------|----------------------|
| Business Purpose | 4239 - Wholesale Trade - Merchant Wholesalers, Durable Goods - Miscellaneous Durable Goods Merchant Wholesalers (sporting, recreational, toy, hobby, recyclable materials, jewelry, watch, precious stone & metal) | | Capital Stock |
| Charter County | | Control Number | 9AORX |
| Charter State | DE | Excess Acres | |
| At Will Term | A | Member Managed | MGR |
| At Will Term Years | | Par Value | |
| Authorized Shares | | Young Entrepreneur | Not Specified |

| Addresses | |
|----------------------------------|---|
| Type | Address |
| Mailing Address | 701 MCDOWELL RD ASHEBORO, NC, 27205 USA |
| Notice of Process Address | C T CORPORATION SYSTEM 5056 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561 |
| Principal Office Address | 701 MCDOWELL RD ASHEBORO, NC, 27205 USA |
| Type | Address |

J SEBASTIANHO

| Officers | |
|----------------|---|
| Type | Name/Address |
| Manager | ED DOTSON 701 MCDOWELL RD ASHEBORO, NC, 27205 |
| Manager | J.P. BRETEL PO BOX 4006 ASHEBORO, NC, 27204 |
| Type | Name/Address |

SOS + SAM

| DBA | | | |
|-------------------------|-------------|----------------|------------------|
| DBA Name | Description | Effective Date | Termination Date |
| APOLLO OIL | TRADENAME | 4/18/2019 | |
| CADENCE PETROLEUM GROUP | TRADENAME | 5/30/2019 | |
| DBA Name | Description | Effective Date | Termination Date |

| Mergers | | | | |
|------------|------------------------|--------------|----------------------|----------------|
| Merge Date | Merged | Merged State | Survived | Survived State |
| 1/8/2019 | APOLLO LUBRICANTS, LLC | DE | PUGH LUBRICANTS, LLC | DE |
| Merge Date | Merged | Merged State | Survived | Survived State |

| Date | Amendment |
|----------|---|
| 1/8/2019 | MERGER: MERGING APOLLO LUBRICANTS, LLC, A QUALIFIED DE LIMITED LIABILITY COMPANY WITH AND INTO PUGH LUBRICANTS, LLC, A QUALIFIED DE LIMITED LIABILITY COMPANY, THE SURVIVOR |
| Date | Amendment |

| Annual Reports | |
|----------------|------------|
| Filed For | Date Filed |
| 2023 | |
| 2022 | |
| 2021 | |
| 2020 | |
| 2019 | |
| Filed For | Date Filed |

File Your Current Year Annual Report Online Here.

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

Monday, April 8, 2024 — 1:50 PM

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Vendor/Customer

Vendor/Customer

✓ **Address**

- Address Information
- Prenote/EFT
- Remittance Advice
- Contact Information
- Contact Address Information
- Geographic Designation
- Change Management

Address

| | Address Type | Street 1 | City | State/Province | Zip/Postal Code | Pri |
|---|--------------|-----------------|-----------|----------------|-----------------|--------------|
| ✓ | Payment | PO BOX 4006 | ASHEBORO | NC | 27204 4006 | |
| | Ordering | PO BOX 4006 | ASHEBORO | NC | 27204 4006 | |
| | Payment | PO BOX 601872 | CHARLOTTE | NC | 28260 | |
| ✓ | Ordering | 800 1ST AVE S | NITRO | WV | 25143 | Gary Sweeney |
| ✓ | Payment | 701 MCDOWELL RD | ASHEBORO | NC | 27205 | |

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Vendor/Customer : VC0000082006

Active

PUGH LUBRICANTS LLC

Ac

Address Type : Payment

Default F

Division/Department :

Mail Re

Additional Address Info. :

Active At

Prevent New Spending :

Default Currency : USD - US Dollar

Business Type

Service Area

Commodity

W-8 Form

Authorized Dept.

Prevent Spending

Prevent Orders

Certification

Disclosures

Vendor User Information

Vendor Attachments

▼ **Address Information**

Address ID : AD000001

Country Phone Code : 1

Street 1 : PO BOX 4006

Phone : 000-000-0000

Street 2 :

Phone Extension :

City : ASHEBORO

County :

State/Province : NC

County Name :

Zip/Postal Code : 27204 4006

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

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