



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 2

[List View](#)

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 660816

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0803

Vendor ID: 000000127196

SO Doc ID: DOT2000000099

Legal Name: AMERGAS

Published Date: 1/8/20

Alias/DBA:

Close Date: 1/22/20

Total Bid: \$0.00

Close Time: 13:30

Response Date: 01/22/2020

Status: Closed

Response Time: 9:50

Solicitation Description:

Total of Header Attachments: 2

Total of All Attachments: 2



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 660816
Solicitation Description : ADDENDUM 1 LIQUID PROPANE GAS (0520C0229)
Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2020-01-22 13:30:00	SR 0803 ESR01222000000004280	1

VENDOR
000000127196 AMERIGAS

Solicitation Number: CRFQ 0803 DOT2000000099

Total Bid : \$0.00 **Response Date:** 2020-01-22 **Response Time:** 09:50:34

Comments: No early payment discount offered.

FOR INFORMATION CONTACT THE BUYER
 Crystal G Hustead
 (304) 558-2402
 crystal.g.hustead@wv.gov

Signature on File	FEIN #	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Propane	0.00000	GL	\$1.188500	\$0.00

Comm Code	Manufacturer	Specification	Model #
15111501			

Extended Description : PRICING TO BE INCLUDED ON THE ATTACHED EXHIBIT A PRICING PAGE

Comments: Auto fill delivery. Emergency delivery within 24 hours. If end user wants will call delivery and not auto fill, then delivery within 48 hours.



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

State of West Virginia
 Request for Quotation
 17 - Fuels

Proc Folder: 660816

Doc Description: ADDENDUM 1 LIQUID PROPANE GAS (0520C0229)

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2020-01-08	2020-01-22 13:30:00	CRFQ 0803 DOT2000000099	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:

AmeriGas Propane, L.P.
 460 N Gulph Road
 King of Prussia, PA 19406
 310-768-3601

FOR INFORMATION CONTACT THE BUYER

Crystal G Husted
 (304) 558-2402
 crystal.g.husted@wv.gov

Signature X

FEIN # 23-2787917

DATE

1/21/20

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DIVISION OF HIGHWAYS, IS SOLICITING BIDS TO ESTABLISH AN OPEN-END CONTRACT FOR LIQUID PROPANE GAS FOR DISTRICT FIVE (5) PER THE ATTACHED DOCUMENTS.

QUESTIONS REGARDING THE SOLICITATION MUST BE SUBMITTED IN WRITING TO CRYSTAL.G.HUSTEAD@WV.GOV PRIOR TO THE QUESTION PERIOD DEADLINE CONTAINED IN THE INSTRUCTIONS TO VENDORS SUBMITTING BIDS

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS DISTRICT FIVE PO BOX 99 BURLINGTON WV 26710 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Propane	0.00000	GL	\$1.1885	

Comm Code	Manufacturer	Specification	Model #
15111501	N/A	Propane	N/A

Extended Description :
PRICING TO BE INCLUDED ON THE ATTACHED EXHIBIT A PRICING PAGE

SCHEDULE OF EVENTS

Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2020-01-09

DOT2000000099	Document Phase Final	Document Description ADDENDUM 1 LIQUID PROPANE GAS (0520C0229)	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

SOLICITATION NUMBER: CRFQ DOT2000000099
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

Description of Modification to Solicitation:

1. To provide answers to vendor questions
2. To provide Revised Exhibit A Pricing Page with additional locations
3. To provide Revised Exhibit B with additional delivery locations

No other changes

Bid opening remains 01/22/2020 at 1:30 PM

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

CRFQ DOT2000000099

Addendum 1

- 1) Does the state own all the tanks or will we need to set new tanks?
 - a. Current tanks are vendor owned. New tanks would need to be set.

- 2) The only thing that stays constant is the firm fixed markup, will the price change based on the OPIS price the day of delivery?
 - a. Per Exhibit A Pricing Page, pricing is based on firm fixed markup.

- 3) Will it be ok to outfit each tank with a remote gauge for inventory purposes?
 - a. Yes.

- 4) What are the payment terms?
 - a. See sections 14 Payment in Arrears and 15 Payment Methods of the General Terms and Conditions contained in the solicitation documents.

- 5) If the tanks are leased will the State of WV need one lease agreement for all tanks or a separate lease agreement for each tank set?
 - a. Vendors who require lease agreements must submit a copy prior to award for review. If approved, the agreements will be per location.

REVISED EXHIBIT A PRICING PAGE

AmeriGas Propane, L.P.

Item #	LP Gas delivery Location	Unit of Measure	Estimated Annual Usage	OPIS Cost of Propane Per	Firm Fixed Markup	Total Cost
				Gallon as of the Index Price on December 14, 2019		
1	BERKELEY CO., MARTINSBURG	GALLON	4000	\$0.7935	\$0.3950	\$4,754.00
2	I-81, MARTINSBURG	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
3	GRANT CO., OLD HQ. PETERSBURG	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
4	GRANT CO., NEW HQ. PETERSBURG	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
5	GRANT CO., MT. STORM	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
6	HAMPSHIRE CO., ROMNEY	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
7	HAMPSHIRE CO., ROMNEY (GARAGE)	GALLON	5000	\$0.7935	\$0.3950	\$5,942.50
8	HAMPSHIRE CO., SLANESVILLE	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
9	MINERAL CO., NEW CREEK	GALLON	4000	\$0.7935	\$0.3950	\$4,754.00
10	MINERAL CO., SHORT GAP	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
11	MINERAL CO., SKYLINE	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
12	MINERAL CO., RADIO TOWER @ SKYLINE	GALLON	500	\$0.7935	\$0.3950	\$594.25
13	MORGAN CO., BERKELEY SPRINGS	GALLON	4000	\$0.7935	\$0.3950	\$4,754.00
14	DIST. HQ., BURLINGTON (MAINTENANCE)	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
15	DIST. HQ., BURLINGTON (BRIDGE)	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
16	DIST. HQ., BURLINGTON (LAB/MOBILE)	GALLON	900	\$0.7935	\$0.3950	\$1,069.65
17	DIST. HQ., BURLINGTON (BRINE BUILDING)	GALLON	5000	\$0.7935	\$0.3950	\$5,942.50
18	DIST. HQ., BURLINGTON (EQUIPMENT)	GALLON	1500	\$0.7935	\$0.3950	\$1,782.75
19	KNOBLEY HQ., MAYSVILLE	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
20	SIGN SHOP, BURLINGTON	GALLON	1500	\$0.7935	\$0.3950	\$1,782.75
21	DISFORCE, BURLINGTON	GALLON	2,000	\$0.7935	\$0.3950	\$2,377.00
22	KNOBLEY WASH BAY, MAYSVILLE	GALLON	2,000	\$0.7935	\$0.3950	\$2,377.00

TEPPCO

DUBOIS, PA

2019-12-14 10:02:36 EST

**** OPIS PROPANE PRICES ****

Storage	Terms	Price	Move	Date of Move
CHS Inc	Pipeline N-Rpt	78.280	-0.25	12/14
Crestwood	Pipeline N-10	82.430	-0.25	12/14
NGLWHL	Pipeline N-10	93.200	-2.00	12/06
LOW		78.280		
HIGH		93.200		
AVERAGE		84.637		
CONT LOW		78.280		
CONT HIGH		93.200		
CONT AVG		84.637		

TEPPCO

GREENSBURG, PA

2019-12-14 10:02:36 EST

**** OPIS PROPANE PRICES ****

Storage	Terms	Price	Move	Date of Move
CHS Inc	Pipeline N-Rpt	77.260	-0.25	12/14
Crestwood	Pipeline N-10	81.440	-0.25	12/14
LOW		77.260		
HIGH		81.440		
AVERAGE		79.350		
CONT LOW		77.260		
CONT HIGH		81.440		
CONT AVG		79.350		

REVISED EXHIBIT B
DELIVERY LOCATIONS & TANKS

ITEM NUMBER	LP GAS DELIVERY LOCATION	TANK QUANTITY	DESCRIPTION: TANK SIZE (GAL.)	DELIVERY CONTACT	TELEPHONE #
1	BERKELEY CO. HQ 591 ROCK CLIFF DRIVE MARTINSBURG, WV 25401	2	1000	NANCY MINNICK	304-267-0060
2	I-81 HQ 1893 ROCK CLIFF DRIVE MARTINSBURG, WV 25401	4	120	GLEN ODEN	304-267-0085
3	OLD GRANT CO. HQ 2599 NORTH FORK HWY. PETERSBURG, WV 26847	1	1000	STEVE SITES	304-400-5321
4	NEW GRANT CO. HQ 930 LUNICE CREEK HWY. PETERSBURG, WV 26847	1	2000	RACHEL HEDRICK	304-257-4455
5	MOUNT STORM SUBSTATION 1867 UNION HWY MOUNT STORM, WV 26739	1	1000	JODY	304-693-7761
6	HAMPSHIRE CO. HQ 56 DOH DRIVE ROMNEY, WV 26757	1	1000	AUTUMN KISER	304-822-4167
7	HAMPSHIRE CO. HQ (GARAGE) 56 DOH DRIVE ROMNEY, WV 26757	1	2000	AUTUMN KISER	304-822-4167
8	SLANESVILLE SUBSTATION 8051 BLOOMERY PIKE SLANESVILLE, WV 25444	1	500	TOMMY HAINES	304-496-7387
9	MINERAL CO., HQ 10800 NORTHWESTERN TPK. NEW CREEK, WV 26743	1	2000	BERNADETTE FARABAUGH	304-788-1221
10	SHORT GAP SUBSTATION 6385 FRANKFORT HWY. RIDGELEY, WV 26753	1	500	TIM WIGFIELD	304-726-4707
11	SKYLINE SUBSTATION 4947 ELK GARDEN HWY. ELK GARDEN, WV 26717	1	1000	KEVIN MCROBIE	304-446-5242
12	RADIO TOWER @ SKYLINE 4947 ELK GARDEN HWY. ELK GARDEN, WV 26717	1	500	KEVIN MCROBIE	304-446-5252
13	MORGAN CO., HQ 166 DOH LANE BERKELEY SPRINGS, WV 25411	2	1000	MIKE WALTMAN	304-258-2578
14	DIST. HQ., BURLINGTON (MAINTENANCE) 2120 NORTHWEST TURNPIKE BURLINGTON, WV 26710	1	1000	JIM WOLFORD	304-289-2261
15	DIST. HQ., BURLINGTON (BRIDGE) 2120 NORTHWEST TURNPIKE BURLINGTON, WV 26710	1	1000	JIM WOLFORD	304-289-2261
16	DIST. HQ., BURLINGTON (LAB/MOBILE) 2120 NORTHWEST TURNPIKE BURLINGTON, WV 26710	1	325	JIM WOLFORD	304-289-2261
17	SIGN SHOP, BURLINGTON DRY RUN ROAD BURLINGTON, WV 26710	1	1000	JIM WOLFORD	304-289-2261
18	BRINE BUILDING 2120 NORTHWEST TURNPIKE BURLINGTON, WV 26710	1	1000	JIM WOLFORD	304-289-2261
19	KNOBLEY HQ. 157 KNOBLEY ACCESS RD. MAYSVILLE, WV 26833	1	1000	ZYNDALL THORNE	304-989-6709
20	EQUIPMENT BUILDING 2120 NORTHWEST TURNPIKE BURLINGTON, WV 26710	1	1000	JIM WOLFORD	304-289-2261
21	DISFORCE 2120 NORTHWEST TURNPIKE BURLINGTON, WV 26710	1	1000	JIM WOLFORD	304-289-2261
22	KNOBLEY WASH BAY 157 KNOBLEY ACCESS RD. MAYSVILLE, WV 26833	1	1000	ZYNDALL THORNE	304-989-6709

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DOT2000000099

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

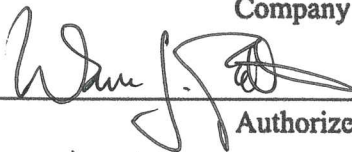
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

AmeriGas Propane, L.P.

Company



Authorized Signature

1/21/20

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of a Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

Term Contract

Initial Contract Term: This Contract becomes effective on award _____ and extends for a period of one (1) year(s).

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to three (3) successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Alternate Renewal Term – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

Fixed Period Contract: This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____ days.

Fixed Period Contract with Renewals: This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that maintenance, monitoring, or warranty services will be provided for _____ year(s) thereafter.

One Time Purchase: The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

Other: See attached.

4. NOTICE TO PROCEED: Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

Open End Contract: Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

Service: The scope of the service to be provided will be more clearly defined in the specifications included herewith.

Combined Service and Goods: The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

One Time Purchase: This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

6. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

BID BOND (Construction Only): Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

PERFORMANCE BOND: The apparent successful Vendor shall provide a performance bond in the amount of 100% of the contract. The performance bond must be received by the Purchasing Division prior to Contract award.

LABOR/MATERIAL PAYMENT BOND: The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

MAINTENANCE BOND: The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

LICENSE(S) / CERTIFICATIONS / PERMITS: In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below and must include the State as an additional insured on each policy prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed in this section.

Vendor must maintain:

Commercial General Liability Insurance in at least an amount of: \$100,000.00-***See Below per occurrence.

Automobile Liability Insurance in at least an amount of: \$100,000.00-***See Below per occurrence.

Professional/Malpractice/Errors and Omission Insurance in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

Commercial Crime and Third Party Fidelity Insurance in an amount of: _____ per occurrence.

Cyber Liability Insurance in an amount of: _____ per occurrence.

Builders Risk Insurance in an amount equal to 100% of the amount of the Contract.

Pollution Insurance in an amount of: _____ per occurrence.

Aircraft Liability in an amount of: _____ per occurrence.

*****STATE OF WV MUST BE LISTED AS ADDITIONAL INSURED ON INSURANCE CERTIFICATE**

*****CERTIFICATE HOLDER SHOULD READ AS FOLLOWS:
STATE OF WV
1900 KANAWHA BLVD E, BLDG 5, CHARLESTON, WV 25305**

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be named as an additional insured on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

9. WORKERS' COMPENSATION INSURANCE: The apparent successful Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. [Reserved]

11. LIQUIDATED DAMAGES: This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

_____ for _____

Liquidated Damages Contained in the Specifications

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

16. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

19. CANCELLATION: The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

20. TIME: Time is of the essence with regard to all matters of time and performance in this Contract.

21. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.

22. COMPLIANCE WITH LAWS: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

23. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

24. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

26. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

27. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

28. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

29. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

30. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/default.html>.

31. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

34. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

35. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

36. INDEMNIFICATION: The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

37. PURCHASING AFFIDAVIT: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State, Vendors are required to sign, notarize, and submit the Purchasing Affidavit to the Purchasing Division affirming under oath that it is not in default on any monetary obligation owed to the state or a political subdivision of the state.

38. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE: This Contract may be utilized by other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts (“Other Government Entities”), provided that both the Other Government Entity and the Vendor agree. Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

39. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

40. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.requisitions@wv.gov.

41. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider’s employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Revised 11/14/2019

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

42. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
- c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
- d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

43. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a

“substantial labor surplus area”, as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

44. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the vendor must submit to the Agency a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-award interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

45. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Name, Title)
Dawn Stevenson, Government Account Manager

(Printed Name and Title)
460 N Gulph Road, King of Prussia, PA 19406

(Address)
610-304-1620 (phone)

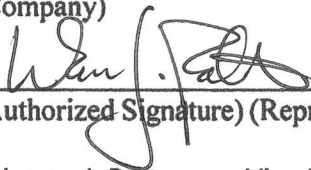
(Phone Number) / (Fax Number)
dawn.stevenson@amerigas.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

AmeriGas Propane, L.P.

(Company)



(Authorized Signature) (Representative Name, Title)

Warren J. Patterson, Vice President - Growth

(Printed Name and Title of Authorized Representative)

1/20/20

(Date)

610-768-3601

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT2000000099

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.


Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

AmeriGas Propane, L.P.

Company


Authorized Signature
1/21/20

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

**REQUEST FOR QUOTATION
CRFQ DOT2000000099
Propane Fuel (0520C0229)**

SPECIFICATIONS

1. PURPOSE AND SCOPE: The West Virginia Purchasing Division is soliciting bids on the behalf of West Virginia Division of Highways to establish an open-end contract for the purchase and delivery of Liquid Propane Gas (LPG) for District Five (5).

2. DEFINITIONS: The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.

2.1 “Contract Item” or “Contract Items” means the list of items identified in Section 3.1 below and on the Pricing Pages.

2.2 “Pricing Pages” means the schedule of prices, estimated order quantity, and totals contained in wvOASIS or attached hereto as Exhibit A, and used to evaluate the Solicitation responses.

2.3 “Solicitation” means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.4 “LPG” means liquid propane gas.

2.5 “Highest Quality Propane” is considered propane regardless of the grade. There are three grades of propane processed or refined in the United States. Each of the three grades, **HD-5**, **HD-10**, and **Commercial Propane** differ in propane consistency.

2.6 HD-5 grade Propane is the highest grade propane available to consumers. It is propane suitable and recommended for engine fuel use. HD-5 specifications consist of:

Minimum of 90% propane

Maximum of 5% propylene

Other gases constitute the remainder (iso-butane, butane, methane, etc.)

3. GENERAL REQUIREMENTS:

3.1 Contract Items and Mandatory Requirements: Vendor shall provide Agency with the Contract Items listed below on an open-end ad continuing basis. Contract

**REQUEST FOR QUOTATION
CRFQ DOT2000000099
Propane Fuel (0520C0229)**

Items must meet, or exceed, the mandatory requirements as shown below.

- 3.1.1 Vendor must be a licensed Refiner, Distributor or Dealer.
- 3.1.2 Vendor shall submit references on working with vaporizers, and bulk storage tanks upon request.
- 3.1.3 Vendor shall supply only HD-5 grade propane.
 - 3.1.3.1 Vendor shall provide proof of the quality of product prior to contract award and upon request by the Agency at any time during the life of the Contract. Such proof shall be propane grade as specified by the Refinery and in these specifications as HD-5.
- 3.1.4 Vendor must place the location on an “automatic fill” program. The object of the automatic fill program is to eliminate the need for Agency personnel to monitor fuel levels and place orders, while at the same time not running the risk of being without fuel.
- 3.1.5 If propane is needed outside of automatic fill, orders placed by the Agency personnel, must be delivered within 48 hours of the time of order.
- 3.1.6 Agency orders shall be placed by telephone or facsimile. It is the intent of the Agency that “manual” orders of this type be the exception, and shall only be used in other than normal circumstances.
- 3.1.7 Vendor shall replenish the facility’s fuel tank(s) automatically without an order being placed by the Agency personnel. Automatic refill schedule will be established once the agency and vendor have determined accurate delivery timeframes.
- 3.1.8 In the event any adulterated or substandard fuel is delivered, all costs associated with emptying and cleaning the Agency tank(s) shall be the responsibility of the Vendor.
Adulterated, or substandard, fuel means fuel containing less than 90% propane or more than the maximum of 5% propylene.

**REQUEST FOR QUOTATION
CRFQ DOT2000000099
Propane Fuel (0520C0229)**

3.1.9 Vendor shall provide storage tanks for Liquid Propane Gas at the quantities and locations provided on Exhibit B at no charge.

4. CONTRACT AWARD:

4.1 Contract Award: The Contract is intended to provide the Agency with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.

4.2 Pricing Pages: Vendor should complete the Pricing Pages by providing the Terminal Location, the OPIS Cost of Propane (December 14, 2019 Greensburg, PA Wholesale), the Fixed Mark Up price, and the Extended Price based upon the estimated usage. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's bids being disqualified.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: Crystal.G.Hustead@wv.gov

5. ORDERING AND PAYMENT:

5.1 Ordering: Vendor shall accept orders through wvOASIS, regular mail, facsimile, e-mail, or any other written form of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.

5.2 Payment: Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**REQUEST FOR QUOTATION
CRFQ DOT2000000099
Propane Fuel (0520C0229)**

6. DELIVERY AND RETURN:

6.1 Delivery Time: Vendor shall deliver standard orders in accordance with the automatic fill program. Vendor shall deliver emergency orders within one (1) working day(s) after orders are received. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.

6.2 Late Delivery: The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

6.3 Delivery Payment/Risk of Loss: Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

6.4 Return of Unacceptable Items: If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

6.5 Return Due to Agency Error: Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

**REQUEST FOR QUOTATION
CRFQ DOT2000000099
Propane Fuel (0520C0229)**

7. VENDOR DEFAULT:

7.1 The following shall be considered a vendor default under this Contract.

- 7.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.
- 7.1.2 Failure to comply with other specifications and requirements contained herein.
- 7.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 7.1.4 Failure to remedy deficient performance upon request.

7.2 The following remedies shall be available to Agency upon default.

- 7.2.1 Immediate cancellation of the Contract.
- 7.2.2 Immediate cancellation of one or more release orders issued under this Contract.
- 7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

8.1 No Substitutions: Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

8.2 Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

REQUEST FOR QUOTATION
CRFQ DOT2000000099
Propane Fuel (0520C0229)

8.3 Reports: Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.

8.4 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Dawn Stevenson
Telephone Number: 610-304-1620
Fax Number: _____
Email Address: dawn.stevenson@amerigas.com

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation, but does not include publicly traded companies listed on a national or international stock exchange.

"Interested party" or *"Interested parties"* means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

"State agency" means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: ethics@wv.gov; website: www.ethics.wv.gov.

Not Applicable

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by *W. Va. Code* § 6D-1-2)

Name of Contracting Business Entity: _____ Address: _____

Name of Authorized Agent: _____ Address: _____

Contract Number: _____ Contract Description: _____

Governmental agency awarding contract: _____

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (*attach additional pages if necessary*):

1. Subcontractors or other entities performing work or service under the Contract

Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

Check here if none, otherwise list entity/individual names below.

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

Check here if none, otherwise list entity/individual names below.

Signature: _____ Date Signed: _____

Notary Verification

State of _____, County of _____:

I, _____, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this _____ day of _____, _____.

Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____

Revised June 8, 2018

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: AmeriGas Propane, L.P.

Authorized Signature: [Signature] Date: 1/21/20

State of Pennsylvania

County of Montgomery, to-wit:

Taken, subscribed, and sworn to before me this 21st day of January, 2020.

My Commission expires Sept 25, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
Dawn B. Stevenson, Notary Public
Cheltenham Twp., Montgomery County
My Commission Expires Sept. 25, 2021
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

AmeriGas Propane, L.P.

References on Working Vaporizers and Bulk Tanks

Walmart Store #4423
5680 Hammonds Mill Road
Martinsburg, WV 25404
304-274-5176

USGS Leetown Science Center
407 Reservoir Road
Kearneysville, WV 25430
304-724-4457

Current supplier for WV DOH District Five locations

**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**AMERIGAS PROPANE L P
RT 28
SPRINGFIELD, WV 26763-0000**

BUSINESS REGISTRATION ACCOUNT NUMBER: 1014-9575

This certificate is issued on: **06/22/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12 of the West Virginia Code.*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

**TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of
this certificate displayed at every job site within West Virginia.**

MATERIAL SAFETY DATA SHEET

PROPANE HD-5 ODORIZED

ENTERPRISE PRODUCTS OPERATING L.P. P. O. BOX 4324 HOUSTON, TEXAS 77210		24 HOUR EMERGENCY ASSISTANCE 800-331-3032 or 713-803-8707 CHEMTREC 800-424-9300	
I GENERAL		HAZARD RATING LEAST 0> SLIGHT 1> MODERATE 2> HIGH 3> EXTREME 4	
TRADE NAME PROPANE HD-5 ODORIZED PROPANE	OTHER NAMES LOW SULFUR, LOW-PROPYLENE, LOW-MOISTURE, LIQUEFIED PROPANE, DIMETHYL METHANE, SPECIAL MOTOR FUEL-GRADE PROPANE	HEALTH 2 FIRE 4 REACTIVITY 0	
CHEMICAL FAMILY C3 - C8 HYDROCARBON	DOT Hazardous Materials Proper Shipping Name PROPANE OR LIQUIFIED PETROLEUM GAS		
GENERIC NAME C3 - C4 HYDROCARBONS, C3 RICH	DOT Hazard Class FLAMMABLE GAS		
CAS NO. 74—98—6	UN/IS No. UN 1075		
II SUMMARY OF HAZARDS			
EXTREMELY FLAMMABLE! OSHA/NFPA CLASS—1A FLAMMABLE GAS. KEEP AWAY FROM HEAT, SPARKS, AND OPEN FLAME. VAPOR REDUCES OXYGEN AVAILABLE FOR BREATHING! ASPHYXIANT HAZARD! USE ONLY WITH ADEQUATE VENTILATION. ODOR IS AN INADEQUATE. DO NOT DEPEND ON ODOR AS A WARNING OF DANGEROUS AIR CONCENTRATIONS. MAY CAUSE FROSTBITE OR FREEZE BURNS! AVOID EXPOSURE TO LIQUID OR CRYOGENIC GAS VAPOR LOW BOILING POINT INTENSIFIES PRESSURE AND RAPID DIFFUSION HAZARD!			
III FIRE AND EXPLOSION			
Flash Point (Method) —160 Deg. F. (AP)	Auto-ignition Temperature (Method) AP 842 Deg. F. E-659 BASED UPON NFPA "PROPYLENE"	Flammable Limits (% Vol. in air) At Normal Atmospheric Temperature and Pressure Lower 2.0 Upper 9.5 BASED UPON NFPA "PROPYLENE"	
Fire and Explosion Hazards	THIS GAS RELEASES FLAMMABLE VAPORS AT WELL BELOW AMBIENT TEMPERATURES AND READILY FORMS FLAMMABLE MIXTURES WITH AIR. EXPOSED TO AN IGNITION SOURCE, IT WILL BURN IN THE OPEN OR BE EXPLOSIVE IN CONFINED SPACES. ITS VAPORS ARE HEAVIER THAN AIR AND MAY TRAVEL LONG DISTANCES TO A POINT OF IGNITION, AND THEN FLASH BACK TO SOURCE. ALKANE/CHLORINE GAS MIXTURES HAVE PRODUCED EXPLOSIONS.		
Extinguishing Media	DRY CHEMICAL CO2 HALOGENATED EXTINGUISHING AGENT WATER SPRAY (FOG) CAN BE USED TO DISSIPATE VAPORS USE WATER SPRAY TO COOL ADJACENT EQUIPMENT AND STRUCTURES ADJACENT TO THE FIRE.		
Special Firefighting Procedures	GAS FIRES SHOULD NOT BE EXTINGUISHED UNLESS THE GAS FLOW CAN BE STOPPED IMMEDIATELY. SHUT OFF GAS SOURCE AND ALLOW THE FIRE TO BURN ITSELF OUT. IF THE SOURCE CANNOT BE SHUT OFF IMMEDIATELY, ALL EQUIPMENT AND SURFACES EXPOSED TO THE FIRE SHOULD BE COOLED WITH WATER TO PREVENT OVER-HEATING, FLASHBACKS, OR EXPLOSIONS. CONTROL FIRE UNTIL GAS SUPPLY CAN BE SHUT OFF. FIREMEN MUST USE PROPER PROTECTIVE EQUIPMENT INCLUDING RESPIRATORY APPARATUS TO PROTECT AGAINST HAZARDOUS COMBUSTION PRODUCTS/OXYGEN DEFICIENCIES.		

PROPANE HD-5 ODORIZED

IV HEALTH HAZARDS	
Summary of Acute Hazards	ASPHYXIATION. (SEE THE INHALATION' BOX BELOW.) FREEZE--BURNS
Route of Entry SIGNS AND SYMPTOMS	
Inhalation	EXPOSURE MAY PRODUCE RAPID BREATHING, HEADACHE, DIZZINESS, VISUAL DISTURBANCES, MUSCULAR WEAKNESS, TREMORS, NARCOSIS, UNCONSCIOUSNESS, AND DEATH, DEPENDING ON CONCENTRATION AND TIME OF EXPOSURE.
Eye Contact	THIS GAS IS NON—IRRITATING; BUT DIRECT CONTACT WITH LIQUEFIED/PRESSURIZED GAS OR FROST PARTICLES MAY PRODUCE SEVERE AND POSSIBLY PERMANENT EYE DAMAGE FROM FREEZE BURNS.
Skin Absorption	THIS MATERIAL IS NOT EXPECTED TO BE ABSORBED THROUGH THE SKIN BUT EXPOSURE MAY CAUSE FROSTBITE. SHORT TERM CONTACT MAY RESULT IN TISSUE DESTRUCTION AND SEVERE BURNS.
Skin Irritation	MAY CAUSE MILD SKIN IRRITATION. GAS & LIQUID FORMS OF THIS MATERIAL CAN CAUSE FROSTBITE OR FREEZE BURNS.
Ingestion	NOT EXPECTED TO BE AN INGESTION HAZARD. CONTACT WITH LIQUID CAN CAUSE FREEZE BURNS.
Summary of Chronic Hazards and Special Health Effects	INHALATION MAY PRODUCE MILD INTOXICATION, DROWSINESS, OR LOSS OF COORDINATION. HIGH CONCENTRATIONS PRODUCE INTOXICATION FOLLOWED BY LOSS OF CONSCIOUSNESS, ASPHYXIATION, AND DEATH. MEDICAL CONDITIONS AGGRAVATED BY EXPOSURE: PERSONNEL WITH PRE—EXISTING CENTRAL NERVOUS SYSTEM, HEART, LIVER, OR KIDNEY DISORDERS OR IMPAIRED PULMONONARY FUCTION SHOULD AVOID CONTACT WITH THIS MATERIAL. PERSONNEL WITH PRE—EXISTING CHRONIC RESPIRATORY DISEASES SHOULD REFRAIN FROM BREATHING THIS MATERIAL
V PROTECTIVE EQUIPMENT & CONTROL MEASURES	
Respiratory	USE NIOSH/MSHA APPROVED RESPIRATORY PROTECTION EQUIPMENT, AIR PURIFYING WITH ORGANIC VAPOR CARTRIDGES AIR SUPPLIED IF OTHER PROTECTIVE MEASURES DO NOT ADEQUATELY CONTROL EXPOSURES. FOR EMERGENCIES AND UNKNOWN CONCENTRATIONS, USE POSITIVE PRESSURE SELF-CONTAINED BREATHING APPARATUS. UTILIZE RESPIRATORY PROTECTION EQUIPMENT IN ACCORDANCE WITH 29 CFR 1910.134 (RESPIRATORY PROTECTION STANDARD).
Eye	USE CHEMICAL—TYPE GOGGLES AND FACE SHIELD WHEN HANDLING LIQUIFIED GASES. SAFETY GLASSES AND/OR A FACE SHIELD ARE RECOMMENDED WHEN HANDLING HIGH—PRESSURE CYLENDERS AND PIPING SYSTEMS AND WHENEVER VAPORS ARE DISCHARGED.
Skin	PREVENT POTENTIAL SKIN CONTACT WITH COW LIQUIDS/VAPORS. USE INSULATED, IMPERVIOUS PLASTIC OR NEOPRENE—COATED CANVAS GLOVES AND PROTECTIVE GEAR (APRON, FACE SHIELD, ETC.) TO PROTECT HANDS AND OTHER SKIN AREAS.
Engineering Controls	LOCAL EXHAUST AND GENERAL ROOM VENTILATION MAY BOTH BE ESSENTIAL IN WORK AREAS TO PREVENT ACCUMULATON OF EXPLOSIVE MIXTURES. IF MECHANICAL VENTILATION IS USED, ELECTRICAL EQUIPMENT MUST MEET N.E.C. REQUIREMENTS.
Other Hygienic and Work Practices	EMERGENCY EYE WASH FOUNTAINS AND SAFETY SHOWERS FOR FIRST AID TREATMENT OF POTENTIAL FREEZE BURNS SHOULD BE AVAILABLE IN THE VICINITY OF ANY POTENTIAL EXPOSURE TO COMPRESSED GAS RELEASE. (ANSI 2358.1). (SEE SECTIONS IV. AND VII.) PERSONNEL SHOULD NOT ENTER AREAS WHERE THE ATMOSPHERE IS BELOW 19.5% VOL.% OXYGEN WITHOUT SPECIAL PROCEDURES/EQUIPMENT. RESPIRATOR USE SHOULD COMPLY WITH OSHA 29 CFR 1910.134 OR EQUIVALENT. AVOID SKIN CONTACT
VI OCCUPATIONAL EXPOSURE LIMITS	
Substance	
ETHANE	N/A
PROPANE	8 HOUR TWA — 1000 PPM (NIOSH)
ISOBUTANE	N/A
ETHYL MERCAPTAN	0.5 PPM (NIOSH)

PROPANE HD-5 ODORIZED

Industrial Hygiene
Comments

VII EMERGENCY AND FIRST AID

Inhalation	IMMEDIATELY MOVE PERSONNEL TO AREA OF FRESH AIR, FOR RESPIRATORY DISTRESS, GIVE AIR, OXYGEN, OR ADMINISTER CPR (CARDIOPULMONARY RESUSCITATION). IF NECESSARY, OBTAIN MEDICAL ATTENTION IF BREATHING DIFFICULTIES CONTINUE. GET MEDICAL ATTENTION.
Eye Contact	VAPORS ARE NOT EXPECTED TO PRESENT AN EYE IRRITATION HAZARD. IF CONTACTED BY LIQUID/SOLID IMMEDIATELY FLUSH THE EYE(S) GENTLY WITH WARM WATER FOR AT LEAST 15 MINUTES. SEEK MEDICAL ATTENTION IF PAIN OR REDNESS PERSIST. GET MEDICAL ATTENTION.
Skin Contact	FROZEN TISSUES SHOULD BE FLOODED OR SOAKED WITH WARM WATER (105—115 Deg. F). DO NOT USE HOT WATER! CRYOGENIC BURNS WHICH RESULT IN BLISTERING OR DEEPER TISSUE FREEZING SHOULD BE PROMPTLY SEEN BY A PHYSICIAN.
Ingestion	NEVER GIVE ANYTHING BY MOUTH TO AN UNCONSCIOUS PERSON. GET MEDICAL ATTENTION IMMEDIATELY.
Emergency Medical Treatment Procedures	SEE ABOVE PROCEDURES. PERSONNEL WITH PRE—EXISTING SKIN DISORDERS OR CHRONIC RESPIRATORY DISEASES SHOULD AVOID EXPOSURE TO THIS PRODUCT.

VIII SPILL AND DISPOSAL

Precautions if Material is Spilled or Released	ELIMINATE ALL POTENTIAL SOURCES OF IGNITION. EVACUATE ALL NON—ESSENTIAL PERSONNEL TO AN AREA UPWIND. (AT LEAST 1/2 MILE IN ALL DIRECTIONS IF TANKS OR TANK CARS ARE INVOLVED IN FIRE.) STOP SOURCE OF RELEASE WITH NON—SPARKING TOOLS BEFORE PUTTING OUT ANY FIRE. VENTILATE ENCLOSED AREAS TO PREVENT FORMATION OF FLAMMABLE OR OXYGEN—DEFICIENT ATMOSPHERES. WATER SPRAY MAY BE USED TO REDUCE VAPORS. CLOSED SYSTEMS FORM WHITE FROST THAT DO NOT READILY DISPERSE. AVOID VAPOR CLOUD EVEN WITH PROPER RESPIRATORY EQUIPMENT.
Waste Disposal Methods	RELEASES ARE EXPECTED TO CAUSE ONLY LOCALIZED NON— PERSISTENT ENVIRONMENTAL DAMAGE. WASTE MIXTURES CONTAINING THESE GASES SHOULD NOT BE ALLOWED TO ENTER DRAINS OR SEWERS WHERE THERE IS DANGER OF THEIR VAPORS BECOMING IGNITED. WHEN IT BECOMES NECESSARY TO DISPOSE OF THESE GASES, IT IS PREFERRABLE TO DO SO AS A VAPOR. UNUSED PRODUCT MAY BE USED AS AN AUXILLIARY FUEL OR DISPOSED BY BURNING IN A PROPERLY DESIGNED FLARE OR INCINERATOR. VENTING OF GAS TO THE ATMOSPHERE SHOULD BE AVOIDED. DEFECTIVE EMPTY, OR PARTIALLY USED PORTABLE CONTAINERS SHOULD BE RETURNED TO THE SUPPLIER WITH APPROPRIATE TAGS.

IX COMPONENTS

<i>This may not be a complete list of components</i>			
Component Name	ETHANE <6% MAX	PROPYLENE <1.5%	
	PROPANE 90-95%	ISOBUTANE <1.0%	
	ETHYL MERCAPTAN <1%		
<i>Normal concentraton ranges are shown, exceptions may occur.</i>			

X PHYSICAL AND CHEMICAL DATA

Boiling Point 760 mmHg: -44 Deg. F.	Viscosity Units, Temp. (Method) N/A	Dry Point N/A
Freezing Point AP -305 Deg. F.	Vapor Pressure mmHg @ 100 Deg. F: 190 psig/205psia	Volatile Characteristics 100%
Speci. Gravity (H ₂ O = 1 at 39.2 Deg. F) AP 0.51	Vapor Sp. Gr. (Air = 1.0 at 60-90 Deg. F) AP 1.5	Solubility In Water NEGLECTIBLE
		pH N/A
Hazardous Polymerization NOT EXPECTED TO OCCUR	Other Chemical Reactivity EVAPORATION RATE (BuAc=1) Rapid	Stability STABLE
Other Physical & Chemical Properties	GROSS HEAT OF COMBUSTION AT 60 Deg. F = 21,650 BTU/LB OR 2,550 BTU/3 LIQUEFIED GAS WHEN STORED UNDER ITS OWN VAPOR PRESSURE	
Appearance and Odor	COLORLESS LIQUID UNDER PRESSURE. DISTINCTIVE ODOR DUE TO ADDED ETHYL MERCAPTAN.	
Conditions to Avoid	EXPOSURE TO HEAT, SPARKS OR OPEN FLAMES	
Materials to	STRONG OXIDIZERS, CHLORINE, FLUORINE AND FLUORINE COMPOUNDS. BROMINE AND METAL CATALYST	

PROPANE HD-5 ODORIZED

Avoid

Hazardous

Decomposition Products COMBUSTION MAY PRODUCE CO, NOx, Sox, AND REACTIVE HYDROCARBONS

XI

ADDITIONAL PRECAUTIONS

Handling, Storage and Decontamination Procedures

REFER TO APPLICABLE OSHA AND DOT REGULATIONS CONCERNING STORAGE, HANDLING, AND SHIPMENT OF PETROLEUM GASES. IF UPON INITIAL RECEIPT INSPECTION, A CYLINDER IS FOUND TO BE IN POOR OPERATING CONDITION. CONTACT THE SUPPLIER. THE MOST COMMON HAZARD IS LEAKAGE DUE TO FAULTY PRESSURE CONTROL REGULATORS. LARGE PRESSURE BUILDUP CAN RESULT IN EXPLOSIVE DECOMPRESSION AT THE CYLINDER HEAD, CAUSING THE CYLINDER TO ROCKET LIKE A MISSILE. USE PRESSURE-REDUCING REGULATORS WHEN CONNECTING TO LOWER PRESSURE Piping SYSTEMS. PREVENT ENTRAPMENT OF LIQUID IN CLOSED SYSTEMS. USE CHECK VALVE TO PREVENT BACKFLOW INTO STORAGE CONTAINER. ALWAYS CHAIN CYLINDERS SECURELY IN AN UPRIGHT POSITION. STORE AND USE GAS CONTAINERS ONLY IN WELL VENTILATED AREAS. STORAGE AREAS SHOULD NOT EXCEED 100 DEG. F AND BE PROTECTED FROM DAMPNESS, SALT, OR CORROSIVE CHEMICALS. OSHA REQUIRES CYLINDER STORAGE BE SEGREGATED FROM OXIDIZERS AND OTHER COMBUSTIBLE MATERIALS BY A DISTANCE OF AT LEAST 30 FEET.

XII

REGULATORY INFORMATION

SUPERFUND AMENDMENTS AND REAUTHORIZATION ACT OF 1986 (SARA), TITLE III

SECTION 311/312 HAZARD CATEGORIES

IMMEDIATE (ACUTE) HEALTH HAZARD

SUDDEN RELEASE OF PRESSURE

FIRE HAZARD

SECTION 313

NO CHEMICALS IN THIS PRODUCT EXCEED THE DE MINIMUS REPORTING LEVEL ESTABLISHED BY SARA

TITLE III, SECTION 313 AND 40 CFR 372.

PROPYLENE

TOXIC SUBSTANCES CONTROL ACT (TSCA)

ALL COMPONENTS OF THIS PRODUCT ARE LISTED ON THE TSCA INVENTORY.

COMPREHENSIVE ENVIRONMENTAL RESPONSE, COMPENSATION AND LIABILITY ACT (CERCLA)

NO CHEMICALS IN THIS PRODUCT ARE SUBJECT TO THE REPORTING REQUIREMENTS OF CERCLA

XIII

SUPPLEMENT

Radioactivity Hazard

THE INFORMATION BELOW IS GIVEN TO CALL ATTENTION TO THE ISSUE OF "NATURALLY OCCURRING RADIOACTIVE MATERIALS". ALTHOUGH RADON-222 LEVELS IN THE PRODUCT REPRESENTED BY THIS MSDS DO NOT PRESENT ANY DIRECT RADON EXPOSURE HAZARD, CUSTOMERS SHOULD BE AWARE OF THE POTENTIAL FOR RADON DAUGHTER BUILDUP WITHIN THEIR PROCESSING SYSTEMS, WHATEVER THE SOURCE OF THEIR PRODUCT STREAMS. RADON-222 IS A NATURALLY OCCURRING RADIOACTIVE GAS WHICH CAN BE A CONTAMINANT IN NATURAL GAS. DURING SUBSEQUENT PROCESSING, RADON TENDS TO BE CONCENTRATED IN LIQUEFIED PETROLEUM GAS STREAMS AND IN PRODUCT STREAMS HAVING A SIMILAR BOILING POINT RANGE. INDUSTRY EXPERIENCE HAS SHOWN THAT THIS PRODUCT MAY CONTAIN SMALL AMOUNTS OF RADON-222 AND ITS RADIOACTIVE DECAY PRODUCTS, CALLED RADON "DAUGHTERS". THE ACTUAL CONCENTRATION OF RADON-222 AND RADIOACTIVE DAUGHTERS IN THE DELIVERED PRODUCT IS DEPENDENT ON THE GEOGRAPHICAL SOURCE OF THE NATURAL GAS AND STORAGE TIME PRIOR TO DELIVERY. PROCESS EQUIPMENT (I.E., LINES, FILTERS, PUMPS AND REACTION UNITS) MAY ACCUMULATE SIGNIFICANT LEVELS OF RADIOACTIVE DAUGHTERS AND SHOW A GAMMA RADIATION READING DURING OPERATION. A POTENTIAL EXTERNAL RADIATION HAZARD EXISTS AT OR NEAR ANY PIPE VALVE OR VESSEL CONTAINING A RADON-ENRICHED STREAM, OR CONTAINING INTERNAL DEPOSITS OF RADIOACTIVE MATERIAL DUE TO THE TRANSMISSION OF GAMMA RADIATION THROUGH ITS WALL. FIELD STUDIES REPORTED IN THE LITERATURE AND CONDUCTED BY COMPANY PERSONNEL AT SELECTED SITES, HAVE NOT SHOWN ANY CONDITIONS THAT SUBJECT WORKERS TO CUMULATIVE EXPOSURES IN EXCESS OF GENERAL POPULATION LIMITS. EQUIPMENT EMITTING GAMMA RADIATION SHOULD BE PRESUMED TO BE INTERNALLY CONTAMINATED WITH ALPHA-EMITTING DECAY PRODUCTS WHICH MAY BE A HAZARD IF INHALED OR INGESTED. DURING MAINTENANCE OPERATION THAT REQUIRE THE OPENING OF CONTAMINATED PROCESS EQUIPMENT, THE FLOW OF GAS SHOULD BE STOPPED AND A FOUR HOUR DELAY ENFORCED TO ALLOW THE GAMMA RADIATION TO DROP TO BACKGROUND LEVELS. PROTECTIVE EQUIPMENT SUCH AS COVERALLS, GLOVES, AND RESPIRATOR (NIOSH/MSHA-APPROVED FOR HIGH EFFICIENCY PARTICULATES AND AND RADIONUCLIDES, OR SUPPLIED AIR) SHOULD BE WORN BY PERSONNEL ENTERING A VESSEL OR WORKING ON CONTAMINATED PROCESS EQUIPMENT TO PREVENT SKIN CONTAMINATION, INGESTION, OR INHALATION OF ANY RESIDUES CONTAINING ALPHA RADIATION. AIRBORNE CONTAMINATION MAY BE MINIMIZED BY HANDLING SCALE AND/OR CONTAMINATED MATERIALS IN A WET STATE.

The information contained in this Material Safety Data Sheet relates only to the specific chemical designated herein and may not be valid for such chemical used in combination with any other chemical or mixture, or in any particular process. The best of this Company's knowledge, the information contained herein is accurate as of the date of preparation; however, NO REPRESENTATION, GUARANTEE OR WARRANTY IS MADE AS TO ITS

**FOR ADDITIONAL
INFORMATION OR IN CASE
OF AN ACCIDENT INVOLVING
BODILY INJURY OR
PROPERTY DAMAGE**

PROPANE HD-5 ODORIZED

ACCURACY, RELIABILITY OR COMPLETENESS. It is the user's responsibility to satisfy itself of the suitability of such information for the user's particular purpose.

**IMMEDIATELY NOTIFY THE
CORPORATE CLAIMS
DEPARTMENT**

- * During Regular working hours: 7:30 a.m. to 4:00 p.m. Monday through Thursday; 7:30 to 12:30 Friday, contact the Corporate Claims Department at (713) 880-6650, (713) 880-6673, (713) 880-6500. At this time give them full particulars and stand by for further instructions.
- * Before and after regular working hours, and/or weekends or holidays, contact the 24 hour Seminole Control Center Office at 1-800-331-3032. In Houston area 713-803-8707.

CALL CHEMTREC 1-800-424-9300

FOR FURTHER ASSISTANCE IF HAZARDOUS MATERIALS ARE INVOLVED.

Item #	LP Gas delivery Location	Unit of Measure	Estimated Annual Usage	OPIS Cost of Propane Per	Firm Fixed Markup	Total Cost
				Gallon as of the Index Price on December 14, 2019		
1	BERKELEY CO., MARTINSBURG	GALLON	4000	\$0.7935	\$0.3950	\$4,754.00
2	I-81, MARTINSBURG	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
3	GRANT CO., OLD HQ. PETERSBURG	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
4	GRANT CO., NEW HQ. PETERSBURG	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
5	GRANT CO., MT. STORM	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
6	HAMPSHIRE CO., ROMNEY	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
7	HAMPSHIRE CO., ROMNEY (GARAGE)	GALLON	5000	\$0.7935	\$0.3950	\$5,942.50
8	HAMPSHIRE CO., SLANESVILLE	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
9	MINERAL CO., NEW CREEK	GALLON	4000	\$0.7935	\$0.3950	\$4,754.00
10	MINERAL CO., SHORT GAP	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
11	MINERAL CO., SKYLINE	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
12	MINERAL CO., RADIO TOWER @ SKYLINE	GALLON	500	\$0.7935	\$0.3950	\$594.25
13	MORGAN CO., BERKELEY SPRINGS	GALLON	4000	\$0.7935	\$0.3950	\$4,754.00
14	DIST. HQ., BURLINGTON (MAINTENANCE)	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
15	DIST. HQ., BURLINGTON (BRIDGE)	GALLON	2000	\$0.7935	\$0.3950	\$2,377.00
16	DIST. HQ., BURLINGTON (LAB/MOBILE)	GALLON	900	\$0.7935	\$0.3950	\$1,069.65
17	DIST. HQ., BURLINGTON (BRINE BUILDING)	GALLON	5000	\$0.7935	\$0.3950	\$5,942.50
18	DIST. HQ., BURLINGTON (EQUIPMENT)	GALLON	1500	\$0.7935	\$0.3950	\$1,782.75
19	KNOBLEY HQ., MAYSVILLE	GALLON	3000	\$0.7935	\$0.3950	\$3,565.50
20	SIGN SHOP, BURLINGTON	GALLON	1500	\$0.7935	\$0.3950	\$1,782.75
21	DISFORCE, BURLINGTON	GALLON	2,000	\$0.7935	\$0.3950	\$2,377.00
22	KNOBLEY WASH BAY, MAYSVILLE	GALLON	2,000	\$0.7935	\$0.3950	\$2,377.00