



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:	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>																					
Discount Details:																							
	<table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>				Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
	Discount Allowed			Discount Percentage	Discount Days																		
#1	No			0.0000	0																		
#2	No																						
#3	No																						
#4	No																						

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
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Purchasing Division's File Copy

MA 04/08/2024

PURCHASING DIVISION AUTHORIZATION DATE: <i>[Signature]</i> 4/9/24 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> 4/12/2024 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>[Signature]</i> 4-12-24 ELECTRONIC SIGNATURE ON FILE
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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
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

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

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

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input 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 <i>SEE DETAILS</i>
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

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

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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SOS + SAM

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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 Sweene
✓	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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