



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder:** 1160237  
**Solicitation Description:** 09-23-B059 Open-End Contract for Liquid Propane w/ Tanks D9  
**Proc Type:** Agency Master Agreement

Solicitation Closes	Solicitation Response	Version
2023-05-04 14:30	SR 0803 ESR05032300000005559	1

**VENDOR**  
 000000203179  
 R T ROGERS OIL CO INC

**Solicitation Number:** ARFQ 0803 DOT2300000110  
**Total Bid:** 3401.550000000000181898940354 **Response Date:** 2023-05-03 **Response Time:** 13:32:24  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 Amber J Heath  
 304-414-7105  
 amber.j.heath@wv.gov

**Vendor Signature X** **FEIN#** **DATE**

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 per gallon two (2) 1,000 gal tanks Hinton Summer Co	2000.0000	GL	0.755900	1511.80

Comm Code	Manufacturer	Specification	Model #
15111501			

**Commodity Line Comments:**

**Extended Description:**

Liquid Propane gas for heating and filling propane torches.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Propane per gallon one (1) 500 gal tank Sign Shop D9	500.00000	GL	0.755900	377.95

Comm Code	Manufacturer	Specification	Model #
15111501			

**Commodity Line Comments:**

**Extended Description:**

Liquid Propane gas for heating and filling propane torches.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Propane per gal one (1) 1,000 gal tank Crawley Greenbrier Co	1000.0000	GL	0.755900	755.90

Comm Code	Manufacturer	Specification	Model #
15111501			

**Commodity Line Comments:**

**Extended Description:**

Liquid Propane gas for heating and filling propane torches.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Propane per gallon one (1) 500 gal tank Lookout	500.00000	GL	0.755900	377.95

Comm Code	Manufacturer	Specification	Model #
15111501			

**Commodity Line Comments:**

**Extended Description:**

Liquid Propane gas for heating and filling propane torches.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Propane per gal one (1) 500 gal tank Keeney's Knob Backup	500.00000	GL	0.755900	377.95

Comm Code	Manufacturer	Specification	Model #
15111501			

**Commodity Line Comments:**

**Extended Description:**

Liquid Propane gas for heating and filling propane torches.

**Exhibit A - Pricing Page**

<b>Item</b>	<b>Delivery Location</b>	<b>Tank Size</b>	<b>Estimated Gallons</b>	<b>OPIS - April 13, 2023</b>	<b>Firm Fixed Markup</b>	<b>Extended Price</b>
1	Hinton Summer Co	2- 1,000 Gallon Tanks	2,000	0.9828	0.7559	3477.4
2	Sign Shop District 9	1 - 500 Gallon Tank	500	0.9828	0.7559	869.35
3	Crawley Greenbrier Co.	1 - 1,000 Gallon Tank	1,000	0.9828	0.7559	1738.7
4	Lookout	1 - 500 Gallon Tank	500	0.9828	0.7559	869.35
5	Keeney's Knob - Backup	1 - 500 Gallon Tank	500	0.9828	0.7559	869.35

**Terminal Location:** Catlettsburg, KY

REQUEST FOR QUOTATION  
09-23-B059 Liquid Propane Gas

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- 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: Matt Burdette  
Telephone Number: 304-466-1733 ext. 115  
Fax Number: 304-466-1735  
Email Address: mburdette@rtrogers.com

## ADDENDUM ACKNOWLEDGEMENT FORM

### SOLICITATION NO.:

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 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.

R.T. Rogers Oil Co., Inc.  
Company

Mato Buerdelis  
Authorized Signature

5/3/23  
Date

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

**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.

Matt Burdette, Sales  
(Printed Name and Title)  
153 Grace St Hinton, WV 25951  
(Address)  
304-466-1733 304-466-1735  
(Phone Number) / (Fax Number)  
mburdette@rtrogers.com  
(E-mail 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; 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; 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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

R.T. Rogers Oil Co., Inc.  
(Company)

Matt Burdette  
(Signature of Authorized Representative)

Matt Burdette, Sales  
(Printed Name and Title of Authorized Representative)

5/3/23  
(Date)

304-466-1733 304-466-1735  
(Phone Number) (Fax Number)

# State of West Virginia

## VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1.  **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is an individual resident vendor and has resided continuously in West Virginia, or bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia, for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or**,  
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,
2.  **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
3.  **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or**,
4.  **Application is made for 5% vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,
5.  **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,
6.  **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7.  **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.
8.  **Application is made for reciprocal preference.**  
 Bidder is a West Virginia resident and is requesting reciprocal preference to the extent that it applies.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

Bidder: R.T. Rogers Oil Co., Inc. Signed: Matt J. Guadette  
Date: 5/3/23 Title: Commercial Sales



State of West Virginia  
Agency Request for Quote  
Fuels

<b>Proc Folder:</b> 1160237			<b>Reason for Modification:</b>
<b>Doc Description:</b> 09-23-B059 Open-End Contract for Liquid Propane w/ Tanks D9			
<b>Proc Type:</b> Agency Master Agreement			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2023-04-21	2023-05-04 14:30	ARFQ 0803 DOT2300000110	1

**BID RECEIVING LOCATION**

BUDGET & PROCUREMENT  
DIVISION OF HIGHWAYS  
BLDG 5, RM A-317  
1900 KANAWHA BLVD E  
CHARLESTON WV 25305  
US

**VENDOR**

**Vendor Customer Code:** 000000203179  
**Vendor Name:** R.T. Rogers Oil Co., Inc.  
**Address:**  
**Street:** 153 Grace St.  
**City:** Hinton  
**State:** WV **Country:** U.S. **Zip:** 25951  
**Principal Contact:** Matt Burdette  
**Vendor Contact Phone:** 304-466-1733 **Extension:** 115

**FOR INFORMATION CONTACT THE BUYER**  
Amber J Heath  
304-414-7105  
amber.j.heath@wv.gov

**Vendor Signature X** *Matt Burdette* **FEIN#** 55-0575549 **DATE** 5/3/23



**ADDITIONAL INFORMATION**

THE WEST VIRGINIA DEPARTMENT OF TRANSPORTATION - BUDGET AND PROCUREMENT DIVISION - SOLICITATION OF OPEN-END CONTRACT FOR LIQUID PROPANE AND TANKS AT DISTRICT 9 - PER THE ATTACHED DOCUMENTS.

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

\*\*\*\*\*NOTICE\*\*\*\*\*

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MUST USE ONE THE FOLLOWING TO SUBMIT A BID:

- \* UPLOAD TO OASIS
- \* HAND DELIVERY
- \* MAIL IN HARD COPY
- \* FAX TO 304-558-0047

MAKE SURE YOU DOWNLOAD ALL INFORMATION - THE COMPLETE SOLICITATION - PRICING PAGES - SIGN THE PAGES THAT NEED SIGNED

PLEASE NOTE THAT TO BE AWARDED THIS CONTRACT YOU WILL NEED TO BE A REGISTERED VENDOR WITH WV STATE PURCHASING, AND COMPLIANT WITH SEVERAL AGENCIES SUCH AS THE WWSOS, TAX DEPARTMENT, WORKER'S COMPENSATION, AND UNEMPLOYMENT INSURANCE.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS		VARIOUS AGENCY LOCATIONS	
DISTRICT NINE		AS INDICATED BY ORDER	
146 STONEHOUSE RD			
LEWISBURG	WV	No City	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Propane per gallon two (2) 1,000 gal tanks Hinton Summer Co	2000.00000	GL		

Comm Code	Manufacturer	Specification	Model #
15111501			

**Extended Description:**

Liquid Propane gas for heating and filling propane torches.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS		VARIOUS AGENCY LOCATIONS	
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Propane per gallon one (1) 500 gal tank Sign Shop D9	500.00000	GL		

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Propane per gal one (1) 1,000 gal tank Crawley Greenbrier Co	1000.00000	GL		

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Propane per gallon one (1) 500 gal tank Lookout	500.00000	GL		

Comm Code	Manufacturer	Specification	Model #
15111501			

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Propane per gal one (1) 500 gal tank Keeney's Knob Backup	500.00000	GL		

Comm Code	Manufacturer	Specification	Model #
15111501			

**Extended Description:**  
Liquid Propane gas for heating and filling propane torches.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Technical Questions Due at 10:00am ET	2023-04-27



State of West Virginia  
Agency Request for Quote  
Fuels

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304-414-7105  
amber.j.heath@wv.gov

**Vendor Signature X** *Matt Bardette* **FEIN#** 55-0575547 **DATE** 5/3/23

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DIVISION OF HIGHWAYS

VARIOUS AGENCY  
LOCATIONS

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AS INDICATED BY ORDER

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No City

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VARIOUS AGENCY  
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SCHEDULE OF EVENTS		
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1	Technical Questions Due at 10:00am ET	2023-04-27

	Document Phase	Document Description	Page
DOT2300000110	Final	09-23-B059 Open-End Contract for Liquid Propane w/ Tanks D9	5

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions