

# INVITATION TO BID

State of Ohio  
Department of Administrative Services  
General Services Division  
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <b>RS900916</b>	OPENING DATE (1:00 p.m.) <b>September 25, 2015</b>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ( )	TOLL FREE NO. 1 - ( )
		CONTACT PERSON	FAX NO. ( )
REQ./INDEX NO. <b>GDC064</b>	BID NOTICE DATE <b>September 2, 2015</b>	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____ Days, Net 30 Days			
<b>PARTICIPATING AGENCY(IES):</b> ALL STATE AGENCIES, AND PROPERLY REGISTERED COUNTIES, TOWNSHIPS, MUNICIPAL CORPORATIONS, REGIONAL TRANSIT AUTHORITIES, REGIONAL AIRPORT AUTHORITIES, PORT AUTHORITIES, SCHOOL DISTRICTS, CONSERVANCY DISTRICTS, TOWNSHIP PARK DISTRICTS AND PARK DISTRICTS, PURSUANT TO SECTION 125.04(B) OF THE OHIO REVISED CODE, THE COOPERATIVE PURCHASING ACT. STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES OR OTHER INSTITUTIONS OF HIGHER EDUCATION MAY USE THESE CONTRACTS. SUCH USE, HOWEVER, IS BASED UPON EACH ENTITY'S PROCUREMENT AUTHORITY.			
<b>MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH. 125.081</b>			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:			
<b>PROPANE GAS - BULK AND CYLINDER</b>			
<b>TERM OF CONTRACT:</b> This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning <u>11/1/15</u> or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire <u>10/31/18</u> unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment. The Contractor may begin performance under the Contract only upon receipt of a valid order from a participating agency.			
<b>INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS,</b> Revised 10/2013, are a part of this Invitation to Bid. Copies may be downloaded by clicking the link above. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.			
By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable State contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the State.			
<b>INQUIRIES:</b> All inquiries should be submitted a minimum of five (5) working days prior to the bid opening date through the Procurement website, <a href="http://www.procure.ohio.gov">www.procure.ohio.gov</a> . Click "Find it Fast," select "Doc/Bid/Schedule#" in Step 1, enter the Bid Number in Step 2, click "Find it Fast." The "Submit Inquiry" button is at the bottom of the Opportunity Detail page. Bidders will not receive a personalized e-mail response to their question, nor will they receive notification when the question is answered. Responses may be viewed by clicking the "View Q & A" button located beneath the "Submit Inquiry" button.			
		AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) (Please sign in blue ink)	DATE

The ORIGINAL signed Bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m., on the above listed opening date to receive consideration for award. It is requested that the Bidder NOT sign their bid in BLACK ink. BIDDER CERTIFIES, by signature affixed to its bid, that the information provided by it in its bid including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid and agrees to fulfill the requirements of any awarded contract at the prices bid.



### SPECIAL CONTRACT TERMS AND CONDITIONS

**AMENDMENTS TO CONTRACT TERMS AND CONDITIONS:** The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

**DELIVERY AND ACCEPTANCE:** Supplies will be delivered to the participating agency within one (1) day after receipt of order and, in accordance with paragraphs S-8, S-9, and S-10 of the Supplemental Contract Terms and Conditions. The delivery location will be noted on the purchase order issued by the participating agency. Acceptance (transfer of title) will occur upon the inspection and written confirmation by the ordering agency that the supplies delivered conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, acceptance shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud.

Delivery is to be during ordering facility normal working hours. Delivery at other times may not be accepted, or if accepted and requires facility overtime wages, the facility's cost of paying over time may be deducted from future invoices.

Cylinder exchange includes pickup of empty cylinders and return of filled cylinders within three (3) days after receipt of order. Orders shall be issued by the using facility on an as needed basis when their tanks reach twenty-five percent (25%) or less of the contractor and the facility may establish a weekly, bi-monthly or other suitable delivery schedule to deliver such quantities as may be determined by inspection of storage containers/tanks. At the option of each facility, a remote reading tank gauge may be installed on each tank.

**SUBMISSION OF INVOICES:** Invoices must be sent to the participating agency. Invoices are to be ITEMIZED for each transaction and should contain the total gallons purchased, the Price for the day of delivery, the applicable total fixed-fee and any applicable taxes.

Payment for all services required herein shall be made in arrears. The State of Ohio will not make any advance payments or advance deposits.

**EVALUATION:** Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, the state will base the evaluation on the price differential per gallon times the estimated annual usage (bulk and cylinder) for each region as shown on the bid pages, plus the total cost for RENTAL, INSTALLATION, AND FILLING OF contractor-owned cylinders. This pricing will be added for a lot price per region. Failure to quote cylinder charges may disqualify the bidder for that region. Where an unknown quantity is shown, a quantity of one (1) will be used for evaluation.

The State reserves the right to reject offers from firms whose facilities, delivery equipment, and/or administrative functions are deemed by the State officials, to have inadequate capacities. Bidder must also identify any subcontractors that may make regular deliveries in that region.

**CONTRACT AWARD:** The contract will be awarded to the lowest responsive and responsible bidder by bid region meeting all Bid specifications and requirements listed herein and bidders are eligible to be awarded to multiple regions. Bids should be completed only for those regions that the bidder/contractor can support. Failure to bid all items for a bid region may result in the bidder being deemed not responsive for that region. To determine the lowest responsive and responsible bidder by bid region the state will add the totals of; the Differential Cost per Gallon of Bulk Delivery, the Differential Cost per Gallon of Cylinders bid, and the cost of Customer Tank Installation per the number of estimated tanks. See Exhibit One (1) for Bid Region Map, page fifteen (15).

**DESCRIPTIVE LITERATURE:** The Bidder may be required to submit descriptive literature of the supplies or services being offered. If requested, the literature will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not provided as part of the bid response, the Bidder must provide said literature within ten (10) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the bid (e.g. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any contract and will be disregarded by the state of Ohio. Failure of the bidder to furnish descriptive literature either as part of their bid response or within the time specified herein will deem the bidder not responsive.

**OPTION PRICING NOTE:** Option prices bid are to be less than the manufacturer's suggested retail price(s). Bidder signifies by their signature on page one (1) of the ITB that the option prices bid are less than MSRP. Any options found to be over charged during bid evaluation may have those options deleted from the award. Bidders must include a unit cost for each option offered. Options will be evaluated and awarded at the discretion of DAS.

**PRICING:** Starting the first day of November, 2015 and continuing for the month of November, 2015, the contract price will be at the adjusted price as calculated under the following paragraph "Pricing Formula". Thereafter, the "Price Adjustment" webpage will be adjusted monthly. The procedure for price adjustment is outlined in the paragraph titled "Pricing Formula". The pricing procedure referred to under the pricing formula shall continue in effect for the duration of the contract. Pricing at time of ordering shall prevail.

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd.)

If, as a result of legislation or any regulatory body, a new tax or fee is established subsequent to bid opening then the supplier may request that the new tax or fee be added as part of the total fuel price. As a minimum, the request shall include the name, amount, effective date, and applicability, of the new tax or fee, as well as reference to the legislation or regulation that authorized it. If the State agrees that it is subject to the new tax or fee, then a change notice will be issued to allow for payment.

**PRICING FORMULA:** Monthly prices for propane gas shall increase or decrease in accordance with the weekly publication of the "Oil Price Information Service". The adjustable price is listed as "U.S. Reseller Propane Prices", under the sub-heading "Mont Belvieu".

The contractor's selling price for any month will be increased/decreased using the Posting Average-Mont Belvieu stated on the Thursday of the last full week of the preceding month. This pricing procedure is to remain in effect for the duration of the contract. Selling prices shall be rounded to the nearest tenth cents (three places).

The "Oil Price Information Service" is published by the United Communications Group, Two Washingtonian Center, 9737 Washingtonian Blvd., Ste 200, Gaithersburg, MD 20878-7364. In the event the "Oil Price Information Service" ceases publication and/or a viable listing of reference prices relating to Mont Belvieu is no longer available, the parties to this contract shall mutually establish a replacement reference price index.

The State of Ohio reserves the right to make a change to another price index, whether electronically or in paper form. The contractors would receive notification of any such change.

NOTE: In accordance with this Pricing Formula Provision, the delivered price of the first propane delivery against the awarded contract shall be calculated as follows:

Bid Price: "Cost Differential" (at bid opening date) + Posting average (Mont Belvieu from O.P.I.S. publication).  
= First Month delivered Price (cylinder RENTAL charges may not be applicable when filling facility-owned cylinders)

**BID PRICING:** Bidder shall not include the Posting Average-Mont Belvieu on the bid page. The price on the bid (shown as "Price Differential") shall only include all profit margin, transportation charges and any other charges for delivery F.O.B. Destination.

The Office of State Purchasing will post the monthly pricing to the website ("Price Adjustment" page) to confirm the invoice prices. The Bidder Cost Differential will not be listed in the contract.

**COOPERATIVE PURCHASING CONTRACT:** This Contract may be relied upon by Ohio institutions of higher education and Ohio political subdivisions. Ohio political subdivisions include any county, township, municipal corporation, school district, conservancy district, township park district, park district created under Chapter 1545 of the Revised Code, regional transit authority, regional airport authority, regional water and sewer district, port authority or any other political subdivision as described in the Ohio Revised Code. To qualify to use this Contract the political subdivision must be currently enrolled in the State's Cooperative Purchasing Program. Purchases made from this Contract by a political subdivision that is not properly registered with the State's Cooperative Purchasing Program will be a violation of law and may be contrary to the political subdivision's competitive bidding requirements. If a political subdivision or institution of higher education relies upon this Contract to issue a purchase order or other ordering document, the political subdivision or institution of higher education "steps into the shoes" of the State under this Contract. The political division's or institution of higher education's order and this Contract are between the Contractor and the political subdivision or institution of higher education. The Contractor must look solely to the political subdivision or institution of higher education for performance, including payment. The Contractor agrees to hold the state of Ohio harmless with regard to political subdivisions and institution of higher education's orders and political subdivision's and institution of higher education's performance. DAS may cancel this Contract and may seek remedies if the Contractor fails to honor its obligations under an order from a political subdivision or institution of higher education.

**MINIMUM ORDER, TWO HUNDRED (\$200.00) DOLLARS:** The minimum dollar value of any order placed against this contract shall be not less than two hundred (\$200.00) dollars.

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd.)

**CONTRACTOR QUARTERLY SALES REPORT:** The Contractor must report the quarterly dollar value (in U.S. dollars and rounded to the nearest whole dollar) of the sales, to include both state agencies and political subdivisions, under this Contract by calendar quarter (e.g. January-March, April-June, July-September and October-December). The dollar value of the sale is the price paid by the Contractor user for the products and/or services listed on the purchase order or other encumbering document, as recorded by the Contractor.

The Contractor will receive an email with a User ID and password and must report the quarterly dollar value of sales to the Department of Administrative Services (DAS) via the Internet using the web form at the Ohio DAS Contract Management Contractor Portal, <https://cm.ohio.gov/>. If no sales occur, the Contractor must show zero. The report must be submitted thirty (30) days following the completion of the reporting period. The Contractor is responsible for emailing the Analyst listed on page one of the contract with any company contact changes.

The Contractor shall also submit a close-out report within one hundred and twenty (120) days after the expiration of this Contract. The Contract expires upon the physical completion of the last outstanding task or delivery order of the Contract. The close-out report must cover all sales not shown in the final quarterly report and reconcile all errors and credits. If the Contractor reported all contract sales and reconciled all errors and credits on the final quarterly report, then the Contractor should show zero "0" sales in the close-out report.

The Contractor must forward the Quarterly Sales Report to one of the following addresses,

For same day or overnight deliveries:

Huntington National Bank  
ATTN: L-3686  
7 Easton Oval  
Columbus, OH 43219

All other deliveries may be sent to the following address:

Department of Administrative Services  
L-3686  
Columbus, OH 43260-3686

If the Contractor fails to submit sales reports, falsifies reports or fails to submit sales reports in a timely manner, DAS may suspend, terminate or cancel this Contract.

**CONTRACTOR REVENUE SHARE:** The Contractor must pay the Department of Administrative Services (DAS) a revenue share of the sales transacted under this contract. The Contractor must remit the revenue share in U.S. dollars within thirty (30) days after the end of the quarterly sales reporting period. The revenue share equals 0.75% of the total quarterly sales reported. Contractors must include the revenue share in their prices. The revenue share is included in the award price(s) and reflected in the total amount charged to ordering agencies which includes both state agencies and political subdivisions using this Contract.

The contractor must remit any monies due as the result of the close-out report at the time the close-out report is submitted to DAS. The Contractor must pay the revenue share amount due by check. To ensure the payment is credited properly, the Contractor must identify the check as a "Revenue Share" and include the Ohio Contract Management Remittance Report

The Contractor should make the check payable to: Treasurer, State of Ohio.

Use the following address for same day or overnight deliveries:

Huntington National Bank  
ATTN: L-3686  
7 Easton Oval  
Columbus, OH 43219

All other deliveries may be sent to the following address:

Department of Administrative Services  
L-3686  
Columbus, OH 43260-3686

If the full amount of the revenue share is not paid within thirty (30) calendar days after the end of the applicable reporting period, the non-payment constitutes a contract debt to the State. The State may either initiate withholding or setting off payments or employ the remedies available under Ohio law for the non-payment of the revenue share.

If the Contractor fails to pay the revenue share in a timely manner, DAS may suspend, terminate or cancel this Contract.

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd.)

**AUTOMOBILE LIABILITY INSURANCE:** Automobile Insurance is required for anyone coming onto State Property to deliver goods or to perform services using a vehicle, which is owned, leased or rented by the Contractor. Any Bidder, Broker or Sub Contractor who will be on State Property, but not delivering goods or performing services, is required to carry Automobile Liability insurance that complies with the State and Federal laws regarding financial responsibility.

Contractor will indicate, by checking the appropriate box(es) below, which mode of transportation will apply to this contract.

- Bidder/Broker ("The Contractor") or their Sub Contractor will make delivery or be performing services using a vehicle that is owned, leased or rented. Provide Certificate of Insurance documenting automobile liability with a Combined Single Limit of \$500,000.00.
- Goods/Services will be delivered via common carrier.
- No employee or representative of the contractor will have cause to be on state property to make deliveries or to perform services.

DISCLOSURE OF SERVICE PROVIDERS (See Standard Contract Terms and Conditions, Section [Roman Numeral] V. General Provisions:, Paragraph G.):

Bidders seeking to enter into a service contract shall disclose the following:

a) Principal location of business for the contractor (Name/City/State/Country)

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b) Principal location of all subcontractors (Name/City/State/Country)

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c) Location where services will be performed (Name/City/State/Country)

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d) Location where any State data, applicable to the Contract, will be maintained or made available (Name/City/State/Country)

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By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. The Bidder agrees that no changes will be made to this list of subcontractors or locations where work will be performed or data will be stored without prior written approval of DAS. Any attempt by the Bidder/Contractor to change or otherwise alter subcontractors, locations where services will be performed or locations where data will be stored, without prior written approval of DAS, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this page may deem your bid not responsive.

MINORITY BUSINESS ENTERPRISE (MBE) SET ASIDE: The State is committed to making more State contracts and opportunities available to minority business enterprises (MBE) certified by the Ohio Department of Administrative Services (DAS) pursuant to Section 123.151 of the Ohio Revised Code and Rule 123:2-15-01 of the Ohio Administrative Code. This solicitation is being issued as a minority set aside contract in accordance Section 125.081 of the Ohio Revised Code. All offerors/bidders must be an Ohio certified MBE as of the solicitation due/opening date. For more information regarding Ohio MBE certification requirements, including a list of Ohio certified MBE businesses, please visit the DAS Equal Opportunity Division web site at: <http://das.ohio.gov/Divisions/EqualOpportunity/MBEEDGECertification/tabid/134/default.aspx>.

## SPECIFICATIONS

### I. SCOPE:

These specifications cover the requirements for commercial propane, commonly referred to as liquefied petroleum gas.

### II. APPLICABLE DOCUMENTS: The following documents and latest revision thereof shall apply:

- A. Gas Processors Associations (G.P.A.) [Publication No. 2140-1997](#) (or latest revision) entitled "G.P.A. 2140:1997 Liquefied Petroleum Gas Specifications And Test Methods"
- B. National Fire Protection Association (NFPA) [NFPA Pamphlet No.54](#) entitled "National Fuel Gas Code"
- C. National Fire Protection Association (NFPA) [NFPA Pamphlet No. 58](#) entitled "Liquefied Petroleum Gas Code"
- D. US Federal Regulations: Occupational Safety & Health Administration (OSHA)  
[29 CFR 1910.1200 Hazard Communication Standard](#)  
[29 CFR 1910.110 Storage and Handling of Liquefied Petroleum Gases](#)
- E. Code of Federal Regulations [DOT 49 CFR 172.700](#) Training

### III. REQUIREMENTS:

- A. All propane supplied shall conform to specifications for commercial propane as defined in the Gas Processors Associations (G.P.A.) Publication No. 2140-1997(or latest revision) entitled "G.P.A. 2140:1997 Liquefied Petroleum Gas Specifications And Test Methods".
- B. All propane furnished and delivered under any resulting contract shall contain an approved non-corrosive odorant such as Ethyl-Mercaptan or Thiophene per National Fire Protection Association (NFPA) NFPA Pamphlet No. 58 (or latest revision).
- C. All applicable local, state, and federal safety codes, rules, laws, etc. for the storage, handling and transportation of L.P. Gas (propane) shall be fully applicable to any resulting contract. As a minimum requirement, National Fire Protection Association (NFPA) NFPA Pamphlet No. 54 & No. 58 (or latest revision), shall be fully applicable.
- D. Contractor shall obtain and maintain all required local, state and federal licenses and permits.
- E. OSHA 29 CFR 1910.110, DOT 49 CFR 172.700 and NFPA Pamphlet No. 58 (or latest revision) all require that persons handling LP gases be specially trained in proper handling and operating procedures, which must be documented by the contractor. Only qualified persons should transport, operate, service and/or install propane systems and containers. The State reserves the right to request documentation for verification.

### IV. ADDITIONAL REQUIREMENTS:

- A. Tanks: When requested by the using agency, the contractor shall provide tanks of specified capacity at no additional cost to the State. In the event tanks are to be contractor furnished, the contractor will be responsible for setting tanks including providing all fittings and regulators. A new contractor replacing the existing tanks and regulators of the previously awarded contractor, at their option, new contractor may make arrangements with previous contractor concerning tank ownership.
- B. Installation: Installation charges, if any, for the above stated tanks shall be clearly identified in this bid. No other charges including transportation or the removal of the contractor's owned tanks, at the end of the contract period, shall be allowed.
- C. Maintenance: The contractor is responsible to properly maintain and repair the storage tanks, except State owned tanks. The State owned tanks will be maintained by state personnel. Emergency repair services shall have a four (4) hour response time following initial notification by the agency during normal working hours of 8:00 AM to 5:00 PM, Monday through Friday, excluding State holidays. All necessary repairs or corrections shall be completed within 24 hours of the initial notification by the agency to the extent possible.
- D. Liability and Damages: Unless damage is caused by the negligence of the State's personnel to the contractor's tanks, the contractor shall be fully responsible. If the State owned tanks are damaged due to the negligence of the contractor, then the tanks shall be repaired or replaced by the contractor, at no additional cost to the State. The contractor shall insure that adequate safety measures are taken to protect agency buildings, grounds, and/or equipment from damages resulting from the furnishing and delivery of the propane. The contractor shall provide constant surveillance during delivery by having a person in attendance at all times at the point of transfer.

SPECIFICATIONS (Cont'd.)

- E. On-Site Spills: The contractor shall be responsible for any on-site spills or contamination caused by the contractor or contractor's representative. Cleanup, if necessary, due to contractor's negligence, shall comply with all applicable regulatory mandates and be at the contractor's expense.
- F. Orders: Each using entity shall generate purchase orders to the contractor responsible for deliveries in their "Region", See Exhibit 1, page fifteen (15). The State is not obligated to purchase in any specific quantity. In the event of an emergency, Contractor shall have available services to supply the needs of the entity and deliver whenever required.
- G. Deliveries: The contractor shall be responsible for keeping the tanks from running out of propane and should not allow the tanks to contain less than 25% of their capacity. Contractor shall deliver propane when tank level reaches approximately 25% capacity unless otherwise directed by the participating agency. The contractor shall provide all necessary equipment and labor required to deliver and off load the Propane Fuel in the agency's storage facilities. The delivery location will be noted on the purchase order issued by the participating agency.

The contractor and the facility may establish a weekly, bi-monthly or other suitable delivery schedule to deliver such quantities as may be determined by inspection of storage containers/tanks.

At the option of each facility, all contractor-supplied remote reading tank gauge meters used to measure quantity of gas consumed shall be accurate instruments. In the event the agency is not satisfied with the operations of any meter, contractor must replace the meter with an instrument which is approved by the agency.

- H. New Contract Transition/Tank Removal/Propane Credit: (See B above)  
Required by New Contractor to transition from the previous exiting contractor if required.

If the tank(s) are Contractor owned, the New Contractor will be required to:

1. Disconnect and remove the previous tank at the time of installation of the new tank(s), unless the tank is buried.
2. Lines connected to the tanks are considered the property of the agency from the service valve to the appliance.
3. Should the State of Ohio elect to install State owned tanks where exiting contractor tanks are installed, the exiting contractor is responsible for the removal of their tanks at their own expense. Tank removal to be within sixty (60) days after notification. If the tanks are not removed within the sixty (60) days; the site has the right to dispose of the tanks, in a manner according to State and federal guidelines. Any expenses involved with the disposal will be the exiting contractor's responsibility.
4. At the end of the contract period, should there be a new awarded contractor, it will be the responsibility of the exiting contractor to remove their tank(s). This tank removal is to be within sixty (60) days, at their own expense and in coordination with the facility and new contractor. If the tanks are not removed within the sixty (60) days; the site has the right to dispose of the tanks, in a manner according to State and federal guidelines. Any expenses involved with the disposal will be the contractor's responsibility.
5. The new contractor shall make all arrangements for transfer or replacement of incumbent contractor-owned storage tanks and equipment where applicable and at no cost to the State. Service to the agency shall be interrupted no more than one (1) hour maximum during the transfer or replacement.
6. Upon tank removal, the exiting contractor must issue a credit for all unused propane remaining in the tank(s). The agency will make a concerted effort to minimize the amount of propane within the tank.

If the tank(s) are State owned, the New Contractor agrees to:

1. Perform pressure check at no charge to the agency.  
Check to determine if the regulator system is acceptable.  
If a new regulator is required, the cost will be incurred by the agency.
2. Existing fuel will not be required to be pumped from the tank prior to filling by the contractor.
3. Check to insure that the tank has a legible data plate that identifies the following:

Working pressure, Year of Manufacture, Manufacturer, Serial Number, Capacity (# Gallons)

SPECIFICATIONS (Cont'd.)

V. NOTES:

- A. Recommendations: Even though the state of Ohio will maintain the State owned tanks, the contractor should make a reasonable effort to make recommendations for the proper maintenance of State owned tanks. Official inspections are not part of this contract, but may be handled by the facility, through their direct purchasing authority.
- B. Contractor may be requested to submit a "Safety Data Sheet" or "Material Safety Data Sheet" designed to meet OSHA requirements pursuant to any hazardous effect which may be caused due to any chemical compound and/or formulation of the item being bid.
- C. "Safety Data Sheets" or "Material Safety Data Sheets" may also be requested by ordering agencies with initial shipments going to destinations as ordered after the award of the contract.
- D. If the chemical composition of the compound being bid does not contain any hazardous effect, the contractor must indicate so on the "Safety Data Sheet" or "Material Safety Data Sheet".
- E. Exhibit 2, page sixteen (16), provides a summary of the estimated usages by region. Exhibit 3 and Exhibit 4, pages seventeen (17) through twenty seven (27), provides a listing of the facilities and their estimated usage by region.
  - 1. Other locations and properly registered co-operative purchasing members may also purchase through this contract.
  - 2. The usage information provided is a yearly estimate. The actual usage may vary. The information on pages sixteen (16) and twenty three (23) through twenty seven (27) may not be accurate and/or complete.
  - 3. During the bidding and evaluation periods of this ITB, bidders should not contact any of the locations listed in Exhibit 3. All inquiries regarding this ITB need to follow the instructions listed on the front page of the ITB. Bidders attempting to contact locations listed in Exhibit 3 regarding this ITB before the contract is awarded may be disqualified.

VI. CONTRACTOR AND/OR SUBCONTRACTOR QUALIFICATIONS:

- A. Experience: The contractor and/or it's subcontractor must have twelve (12) consecutive months of experience in distribution and/or transportation of petroleum, flammable or hazmat materials and be financially viable. Requirement is the same for one or more regions. The offering company or its subcontractor must own or lease the delivery operations being proposed for the contract, be an Ohio company, employ personnel handling the functions of storage, handling, and delivery; perform all administrative and computer operations required in the daily operation of delivery operation.
- B. References Required: Each bidder and/or it's subcontractor is to submit with the bid a listing of three (3) business references with whom bidder has or is currently providing petroleum, flammable or hazmat materials delivery services, at minimum, during the last year. Please include name, address and current telephone number of each reference.
- C. Training: Each bidder and/or it's subcontractor is to submit training documentation for verification of OSHA 29 CFR 1910.110, DOT 49 CFR 172.700 and NFPA Pamphlet No. 58 (or latest revision) handling and operating procedures training for persons handling petroleum, flammable or hazmat materials.
- D. Written Narrative: Each bidder and/or it's subcontractor is to submit a written narrative or any other printed technique to demonstrate ability to satisfy the Scope of Work. The narrative shall describe a logical progression of tasks and effort starting with the initial steps or tasks to be accomplished and continuing until all proposed steps or tasks are fully described. The language of the narrative should be straightforward and limited to facts, solutions to problems, and plans of proposed action. The usage of technical language should be minimized and used only to describe a technical problem.

In particular, the Bidder shall fully describe the approach and organization methods, which will be used to handle logistics and problems related to potential time restraints surrounding distribution.

In addition, the Bidder shall describe such items as the number of employees and number of trucks available to perform delivery functions.

PRICING SCHEDULE:

NORTHWEST REGION BID BULK AND CYLINDER DELIVERY

(DO NOT INCLUDE STATE OR FEDERAL TAXES IN DIFFERENTIAL)

ITEM ID NUMBER	PROPANE	ESTIMATED ANNUAL USAGE	UNITS TO BE EVALUATED	YOUR BID COST DIFFERENTIAL PER GALLON*
TBD	BULK DELIVERY	75,000 GAL.	75,000	\$
-----	<b>CONTRACTOR OWNED CYLINDERS:</b>	-----	-----	<b>YOUR BID COST DIFFERENTIAL PER GALLON*</b>
TBD	33.5 LB. CYLINDER (7.90 gallons)	Unknown	7.9	\$
TBD	100 LB. CYLINDER (23.6 gallons)	Unknown	23.6	\$
-----	<b>INSTALLATION CHARGE FOR CONTRACTOR OWNED TANK</b>	-----	-----	<b>YOUR BID COST/TANK*</b>
TBD	PER 100 GAL. TANK	Unknown	1	\$
TBD	PER 250-500 GAL. TANK	Unknown	1	\$
TBD	PER 1000 GAL. TANK	Unknown	1	\$

\*Do not include cost of propane. CYLINDER PORTION—BID COST DIFFERENTIAL INCLUDES ONLY CYLINDER RENTAL, FILLING AND ANY RELATED CHARGES

Contains recycled materials – Y/N: \_\_\_\_\_ if Yes \_\_\_\_\_%. (Will not be part of the evaluation)

Name and location of supplier servicing this region:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_

REGION BID OPTIONS (Will not be part of the evaluation)

CONTRACTOR'S  
ORDER NO.

UNIT COST

\_\_\_\_\_ TANK MAINTENANCE PROGRAM \$ \_\_\_\_\_

PARTICIPATING AGENCY TANK MAINTENANCE PROGRAM OPTION: (Will not be part of the evaluation)

Bidder shall include option to provide participating agencies a maintenance program that provides annual inspections by a certified propane technician. The program services should provide check for leaks, inspect the condition of valves and fittings, and make sure cylinder is free from corrosion, dents, and other damage. The technician should also check that propane supply lines are not rubbing against other objects. Damaged propane equipment or lines should be immediately replaced by the technician. The technician should also visually inspect tanks for moisture and contaminants using a sampling device. If foreign substances are found, such as sediments, pump out tanks, properly dispose of hazmat waste, and treat tank with moisture control or other additives, if needed.

PRICING SCHEDULE:

SOUTHWEST REGION BID BULK AND CYLINDER DELIVERY

(DO NOT INCLUDE STATE OR FEDERAL TAXES IN DIFFERENTIAL)

ITEM ID NUMBER	PROPANE	ESTIMATED ANNUAL USAGE	UNITS TO BE EVALUATED	YOUR BID COST DIFFERENTIAL PER GALLON*
TBD	BULK DELIVERY	115,000 GAL.	115,000	\$
-----	<b>CONTRACTOR OWNED CYLINDERS:</b>	-----	-----	<b>YOUR BID COST DIFFERENTIAL PER GALLON*</b>
TBD	33.5 LB. CYLINDER (7.90 gallons)	200	1,580	\$
TBD	100 LB. CYLINDER (23.6 gallons)	Unknown	23.6	\$
-----	<b>INSTALLATION CHARGE FOR CONTRACTOR OWNED TANK</b>	-----	-----	<b>YOUR BID COST/TANK*</b>
TBD	PER 100 GAL. TANK	Unknown	1	\$
TBD	PER 250-500 GAL. TANK	Unknown	1	\$
TBD	PER 1000 GAL. TANK	Unknown	1	\$

\*Do not include cost of propane. CYLINDER PORTION—BID COST DIFFERENTIAL INCLUDES ONLY CYLINDER RENTAL, FILLING AND ANY RELATED CHARGES

Contains recycled materials – Y/N: \_\_\_\_\_ if Yes \_\_\_\_\_%. (Will not be part of the evaluation)

Name and location of supplier servicing this region:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_

REGION BID OPTIONS (Will not be part of the evaluation)

CONTRACTOR'S  
ORDER NO.

UNIT COST

\_\_\_\_\_ TANK MAINTENANCE PROGRAM \$ \_\_\_\_\_

PARTICIPATING AGENCY TANK MAINTENANCE PROGRAM OPTION: (Will not be part of the evaluation)

Bidder shall include option to provide participating agencies a maintenance program that provides annual inspections by a certified propane technician. The program services should provide check for leaks, inspect the condition of valves and fittings, and make sure cylinder is free from corrosion, dents, and other damage. The technician should also check that propane supply lines are not rubbing against other objects. Damaged propane equipment or lines should be immediately replaced by the technician. The technician should also visually inspect tanks for moisture and contaminants using a sampling device. If foreign substances are found, such as sediments, pump out tanks, properly dispose of hazmat waste, and treat tank with moisture control or other additives, if needed.

PRICING SCHEDULE:

CENTRAL REGION BID BULK AND CYLINDER DELIVERY

(DO NOT INCLUDE STATE OR FEDERAL TAXES IN DIFFERENTIAL)

ITEM ID NUMBER	PROPANE	ESTIMATED ANNUAL USAGE	UNITS TO BE EVALUATED	YOUR BID COST DIFFERENTIAL PER GALLON*
TBD	BULK DELIVERY	115,000 GAL.	115,000	\$
-----	<b>CONTRACTOR OWNED CYLINDERS:</b>	-----	-----	<b>YOUR BID COST DIFFERENTIAL PER GALLON*</b>
TBD	33.5 LB. CYLINDER (7.90 gallons)	80	632	\$
TBD	100 LB. CYLINDER (23.6 gallons)	Unknown	23.6	\$
-----	<b>INSTALLATION CHARGE FOR CONTRACTOR OWNED TANK</b>	-----	-----	<b>YOUR BID COST/TANK*</b>
TBD	PER 100 GAL. TANK	Unknown	1	\$
TBD	PER 250-500 GAL. TANK	Unknown	1	\$
TBD	PER 1000 GAL. TANK	Unknown	1	\$

\*Do not include cost of propane. CYLINDER PORTION—BID COST DIFFERENTIAL INCLUDES ONLY CYLINDER RENTAL, FILLING AND ANY RELATED CHARGES

Contains recycled materials – Y/N: \_\_\_\_\_ if Yes \_\_\_\_\_%. (Will not be part of the evaluation)

Name and location of supplier servicing this region:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_

REGION BID OPTIONS (Will not be part of the evaluation)

CONTRACTOR'S  
ORDER NO.

UNIT COST

\_\_\_\_\_ TANK MAINTENANCE PROGRAM \$ \_\_\_\_\_

PARTICIPATING AGENCY TANK MAINTENANCE PROGRAM OPTION: (Will not be part of the evaluation)

Bidder shall include option to provide participating agencies a maintenance program that provides annual inspections by a certified propane technician. The program services should provide check for leaks, inspect the condition of valves and fittings, and make sure cylinder is free from corrosion, dents, and other damage. The technician should also check that propane supply lines are not rubbing against other objects. Damaged propane equipment or lines should be immediately replaced by the technician. The technician should also visually inspect tanks for moisture and contaminants using a sampling device. If foreign substances are found, such as sediments, pump out tanks, properly dispose of hazmat waste, and treat tank with moisture control or other additives, if needed.

PRICING SCHEDULE:

NORTHEAST REGION BID BULK AND CYLINDER DELIVERY

(DO NOT INCLUDE STATE OR FEDERAL TAXES IN DIFFERENTIAL)

ITEM ID NUMBER	PROPANE	ESTIMATED ANNUAL USAGE	UNITS TO BE EVALUATED	YOUR BID COST DIFFERENTIAL PER GALLON*
TBD	BULK DELIVERY	150,000 GAL.	150,000	\$
-----	<b>CONTRACTOR OWNED CYLINDERS:</b>	-----	-----	<b>YOUR BID COST DIFFERENTIAL PER GALLON*</b>
TBD	33.5 LB. CYLINDER (7.90 gallons)	Unknown	7.9	\$
TBD	100 LB. CYLINDER (23.6 gallons)	Unknown	23.6	\$
-----	<b>INSTALLATION CHARGE FOR CONTRACTOR OWNED TANK</b>	-----	-----	<b>YOUR BID COST/TANK*</b>
TBD	PER 100 GAL. TANK	Unknown	1	\$
TBD	PER 250-500 GAL. TANK	Unknown	1	\$
TBD	PER 1000 GAL. TANK	Unknown	1	\$

\*Do not include cost of propane. CYLINDER PORTION—BID COST DIFFERENTIAL INCLUDES ONLY CYLINDER RENTAL, FILLING AND ANY RELATED CHARGES

Contains recycled materials – Y/N: \_\_\_\_\_ if Yes \_\_\_\_\_%. (Will not be part of the evaluation)

Name and location of supplier servicing this region:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_

REGION BID OPTIONS (Will not be part of the evaluation)

CONTRACTOR'S  
ORDER NO.

UNIT COST

\_\_\_\_\_ TANK MAINTENANCE PROGRAM \$ \_\_\_\_\_

PARTICIPATING AGENCY TANK MAINTENANCE PROGRAM OPTION: (Will not be part of the evaluation)

Bidder shall include option to provide participating agencies a maintenance program that provides annual inspections by a certified propane technician. The program services should provide check for leaks, inspect the condition of valves and fittings, and make sure cylinder is free from corrosion, dents, and other damage. The technician should also check that propane supply lines are not rubbing against other objects. Damaged propane equipment or lines should be immediately replaced by the technician. The technician should also visually inspect tanks for moisture and contaminants using a sampling device. If foreign substances are found, such as sediments, pump out tanks, properly dispose of hazmat waste, and treat tank with moisture control or other additives, if needed.

PRICING SCHEDULE:

SOUTHEAST REGION BID BULK AND CYLINDER DELIVERY

(DO NOT INCLUDE STATE OR FEDERAL TAXES IN DIFFERENTIAL)

ITEM ID NUMBER	PROPANE	ESTIMATED ANNUAL USAGE	UNITS TO BE EVALUATED	YOUR BID COST DIFFERENTIAL PER GALLON*
TBD	BULK DELIVERY	100,000 GAL.	100,000	\$
-----	<b>CONTRACTOR OWNED CYLINDERS:</b>	-----	-----	<b>YOUR BID COST DIFFERENTIAL PER GALLON*</b>
TBD	33.5 LB. CYLINDER (7.90 gallons)	200	1,580	\$
TBD	100 LB. CYLINDER (23.6 gallons)	Unknown	23.6	\$
-----	<b>INSTALLATION CHARGE FOR CONTRACTOR OWNED TANK</b>	-----	-----	<b>YOUR BID COST/TANK*</b>
TBD	PER 100 GAL. TANK	Unknown	1	\$
TBD	PER 250-500 GAL. TANK	Unknown	1	\$
TBD	PER 1000 GAL. TANK	Unknown	1	\$

\*Do not include cost of propane. CYLINDER PORTION—BID COST DIFFERENTIAL INCLUDES ONLY CYLINDER RENTAL, FILLING AND ANY RELATED CHARGES

Contains recycled materials – Y/N: \_\_\_\_\_ if Yes \_\_\_\_\_%. (Will not be part of the evaluation)

Name and location of supplier servicing this region:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_

REGION BID OPTIONS (Will not be part of the evaluation)

CONTRACTOR'S  
ORDER NO.

UNIT COST

\_\_\_\_\_ TANK MAINTENANCE PROGRAM \$ \_\_\_\_\_

PARTICIPATING AGENCY TANK MAINTENANCE PROGRAM OPTION: (Will not be part of the evaluation)

Bidder shall include option to provide participating agencies a maintenance program that provides annual inspections by a certified propane technician. The program services should provide check for leaks, inspect the condition of valves and fittings, and make sure cylinder is free from corrosion, dents, and other damage. The technician should also check that propane supply lines are not rubbing against other objects. Damaged propane equipment or lines should be immediately replaced by the technician. The technician should also visually inspect tanks for moisture and contaminants using a sampling device. If foreign substances are found, such as sediments, pump out tanks, properly dispose of hazmat waste, and treat tank with moisture control or other additives, if needed.

EXHIBIT 1

STATE OF OHIO REGION MAP

NORTHWEST:

Williams, Fulton, Lucas, Ottawa, Defiance, Henry, Wood, Sandusky, Erie, Paulding, Putnam, Hancock, Seneca, Huron, Van Wert, Allen, Hardin, Wyandot, Crawford, Richland

SOUTHWEST:

Mercer, Auglaize, Darke, Shelby, Miami, Clark, Preble, Montgomery, Greene, Butler, Warren, Clinton, Hamilton, Clermont, Brown, Highland, Adams

CENTRAL:

Marion, Morrow, Logan, Union, Delaware, Knox, Champaign, Madison, Franklin, Licking, Fayette, Pickaway, Fairfield

NORTHEAST:

Lorain, Cuyahoga, Lake, Ashtabula, Geauga, Ashland, Medina, Summit, Portage, Trumbull, Wayne, Stark, Mahoning, Columbiana, Holmes, Tuscarawas, Carroll, Jefferson, Harrison

SOUTHEAST:

Coshocton, Muskingum, Guernsey, Belmont, Perry, Morgan, Noble, Monroe, Ross, Hocking, Vinton, Athens, Washington, Pike, Jackson, Meigs, Scioto, Lawrence, Gallia

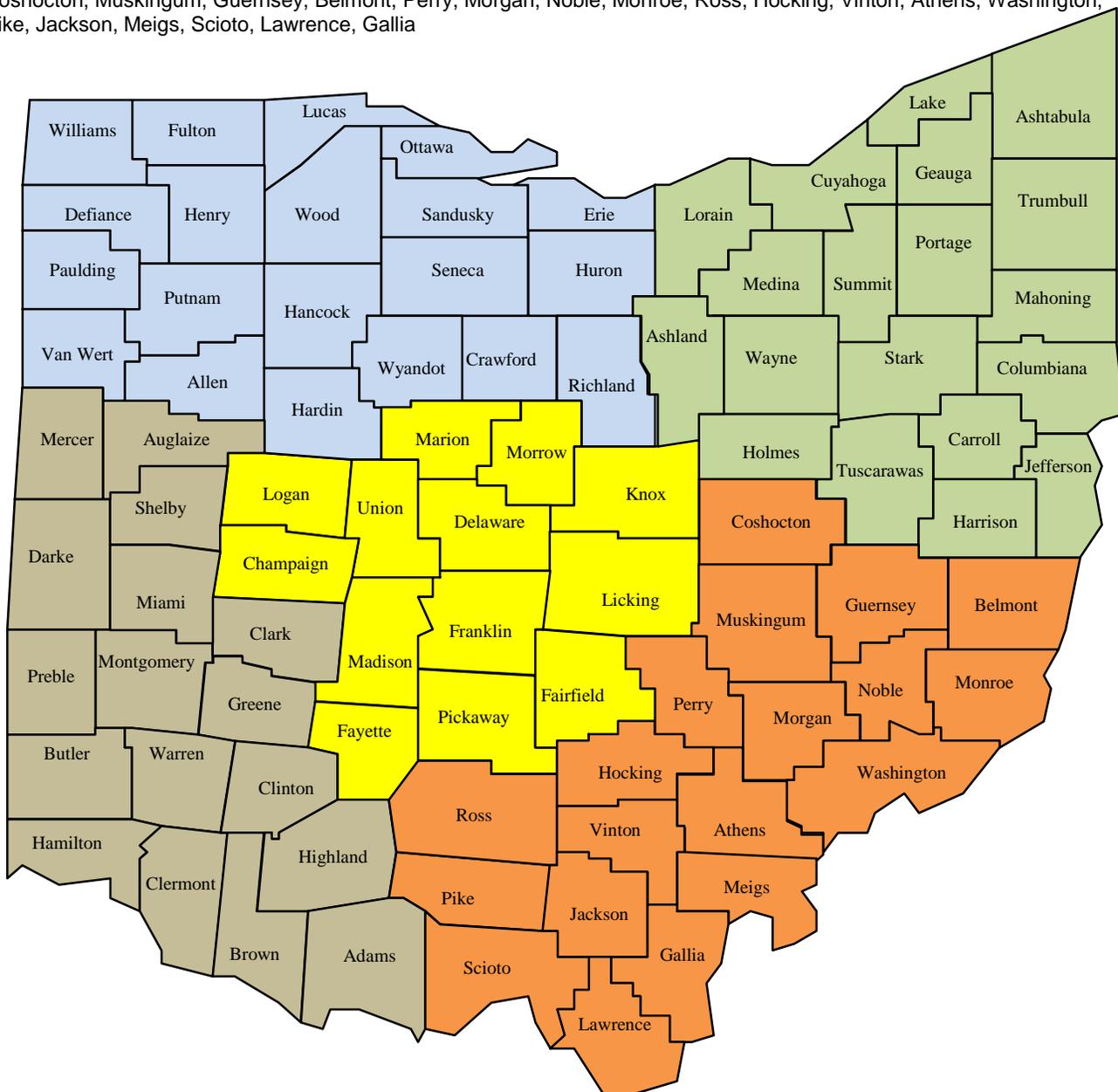


EXHIBIT 2

ANNUAL ESTIMATED USAGES

The usages indicated below are for evaluation purposes and are to be considered as estimates only and should be considered as information relative to potential purchase that may be made from the contract. The state makes no representation or guarantee as to the actual amount of items or services to be purchased by the participating agency.

For evaluation purposes, the following Estimated Usage information is being provided:

<b>NORHTWEST</b>	<b>Usage</b>	<b>CENTRAL</b>	<b>Usage</b>	<b>NORTHEAST</b>	<b>Usage</b>
Bulk	75,000 gal	Bulk	115,000 gal	Bulk	150,000 gal
33.5 lb Cylinder	Unkwn (1)	33.5 lb Cylinder	80	33.5 lb Cylinder	Unkwn (1)
100 lb Cylinder	Unkwn (1)	100 lb Cylinder	Unkwn (1)	100 lb Cylinder	Unkwn (1)
Installation (100 lb)	Unkwn (1)	Installation (100 lb)	Unkwn (1)	Installation (100 lb)	Unkwn (1)
Installation (250-500 lb)	Unkwn (1)	Installation (250-500 lb)	Unkwn (1)	Installation (250-500 lb)	Unkwn (1)
Installation (1,000 lb)	Unkwn (1)	Installation (1,000 lb)	Unkwn (1)	Installation (1,000 lb)	Unkwn (1)
# of Locations (est.)	23	# of Locations (est.)	30	# of Locations (est.)	32
<b>COOP Statewide Estimated Usage 160,000 gal</b>					
<b>SOUTHWEST</b>	<b>Usage</b>			<b>SOUTHEAST</b>	<b>Usage</b>
Bulk	115,000 gal			Bulk	100,000 gal
33.5 lb Cylinder	200			33.5 lb Cylinder	200
100 lb Cylinder	Unkwn (1)			100 lb Cylinder	Unkwn (1)
Installation (100 lb)	Unkwn (1)			Installation (100 lb)	Unkwn (1)
Installation (250-500 lb)	Unkwn (1)			Installation (250-500 lb)	Unkwn (1)
Installation (1,000 lb)	Unkwn (1)			Installation (1,000 lb)	Unkwn (1)
# of Locations (est.)	30			# of Locations (est.)	36

EXHIBIT 3

LIST OF ESTIMATED PARTICIPATING LOCATIONS

The participating locations indicated below are for evaluation purposes and are to be considered as estimates only and should be considered as information relative to potential purchase that may be made from the contract. The state makes no representation or guarantee as to the actual amount of items or services to be purchased by the participating agency.

Locations		
DOT-Beaverdam 3000 gal-bulk Swaney Rd/U.S. 30 Beaverdam, OH	H.P. I-75 S.B Scales 500 gal-bulk Mile Post 162 Findlay, OH (Hancock County)	ODOT Headquarters 1,000 gal bulk 1885 McCullough Lima, OH 45802
Van Buren State Park 800 gal-bulk 12259 Township Rd 218 Van Buren, OH 45889 *1 x 1,000 gal. and 1 x 500 gal. tanks	Independence Dam St. Park Unkn. 27722 St. Rt. 424 Defiance, OH 43512 * (1 x 500 gal)	Allen Correctional 6,700 gal. bulk 2338 North West Street Lima, OH 45801
Killdeer Plains Wildlife Area 1000 gal 19100 County Highway 115 Harpster, OH 43323	H.P.-Elyria Post 1000 gal-bulk 38000 Cletus Drive Elyria, OH 44035	DOT Norwalk 3000 gal bulk 760 Dublin Rd. Norwalk, OH 44857
H.P. I-75 N.B Scales 500 gal-bulk Mile Post 175 Wallbridge, OH (Wood County)	Maumee Bay St. Pk. 1600 gal-bulk 1400 Park Road #1 Oregon, OH 43618	DOT-Radio Tower Site 1 x 100# cyl. 13982 Mitchell Rd. Bowling Green, OH 43402
* East Harbor St. Pk. 12,000 gal-bulk 1169 N. Buck Rd. (4x 500 & 1x 300 tank) Lakeside-Marblehead, OH 43440	Harrison Lake St. Pk. 2700 gal-bulk 26246 Harrison Lake Road Fayette, OH 43521 * 1 x 1,000, 2 x 500 and 1 x 250 ** 1 x 500	Mary Jane Thurston St. Park Unknown 1-466 St. Rt. 65 McClure, OH 43534 * (1 x 500 gal) ** (1 x 500 gal)
St. Joe River Wildlife Area 2000 gal 09539 CR J Montpelier, OH 43543	State of Ohio 300 - Unknown 270 County Rd 4-A5 Liberty Center, OH 43532	Lake Township 5,400 Uk. 3550 Walbridge Rd. Walbridge, OH 43465
Magee Marsh Wildlife Area 13229 W. State Route 2 Oak Harbor, OH 43449  2-500 gal tanks, 1-1000 gal tank	Pickereel Creek Wildlife Area 3451 County Road 256 Vickery, OH 43464 3-500 gal tanks, 1-1000 tank	Lake LaSuAn Wildlife Area 09-455 Road R Pioneer, OH 43554 2-500 gallon tanks
DOT-Port Clinton *2-100# cyl 4560 E. Bayshore Rd. Port Clinton, OH 43452	DOT-Napoleon 12,000 gal-bulk 9-733 St. Rt. 110 Napoleon, OH 43545	DOT Plymouth 1000 gal bulk St. Rt. 61, 3000 Sandusky St. Plymouth, OH 44865
* DNR — Findlay 4300 gal-bulk 25381 St. Rt. 58 1 x 1,000 gal. Willington, OH 44090 *1 x 1,000 gallon ** 1 x 250 and 2 x 500 gallon	DOT-Ashland 33.5#-25/yr 906 N. Clark St. 100#-50/yr Ashland, OH 44805 380	Grafton Correctional 1,500 gal-bulk 2500 South Avon-Belden Rd. Grafton, OH 44044

\* Indicates state owned tank(s).

\*\* Indicates contractor owned tank(s).

EXHIBIT 3 (Cont'd.)

LIST OF ESTIMATED PARTICIPATING LOCATIONS

Locations (Cont'd.)		
DOT Plymouth 1000 gal bulk St. Rt. 61, 3000 Sandusky St. Plymouth, OH 44865	H.P.-Elyria Post 1000 gal-bulk 38000 Cletus Drive Elyria, OH 44035	DOT Norwalk 3000 gal bulk 760 Dublin Rd. Norwalk, OH 44857
DNR-Maumee 3000 gal-bulk Park Road Loudonville, OH 44842	Mohican St. Pk. 2,700 gal-bulk 3116 St. Rt. 3 Loudonville, OH 44842	DNR 700 – UK 4934 W. River Rd. Wakeman, OH 44889
Division of Wildlife 630 gal – Uk 1691 Centerville Rd. Shreve, OH 44676	Quail Hollow State Park Unknown 13480 Congress Lake Ave. Hartville, OH 44632 * (2 x 100 gal)	Musk. River/Blue Rock 1300 gal-bulk 7924 Cutler Lake Road * (1 x 500) Blue Rock, OH 43920 ** (1x 500)
* Lake Milton 2000 gal-bulk 16801 Mahoning Ave. (1x 500 gal.) Lake Milton, OH 44429 (1 x 1,000 gal)	* Mosquito Ck. St. Pk. 1600 gal-bulk 1439 St. Rt. 305 (2 x 1,000 gal) Cortland, OH 44410	* North Const. Crew 1000 gal-bulk 4958 Rockspring Road (1 x 1,000 gal) Ravenna, OH 44266-8707
West Branch 4500 gal-bulk 5708 Esworthy Rd., Rt. 5 Ravenna, OH 44266-9659 * (1 ea. 500 & 1,000) ** (4 x 500 & 3 x 1,000)	* Portage Lakes St. Pk. 3600 gal-bulk 5031 Manchester Road (1 x 1,000 gal) Akron, OH 44319 (1 x 500 gal)	Pymatuning Lake Pk. 23,000 gal-bul 6260 Pymatuning Lake Rd. **(1 x 500 gal) Andover, OH 44003
DNR-Wildlife HQ 900 gal-bulk 912 Portage Lakes Dr. Akron, OH 44319	DOT Conneaut Outpost 5000 gal bulk 879 State Route 7 Conneaut, OH 44030	DOT Dorset Outpost 6000 gal bulk 2325 State Route 193 Dorset, OH 44032
DOT Rome Outpost 2 -1000 gal 5451 State Route 45 Rome, OH 44085	DOT Sebring Outpost 4000 gal bulk RD #1. Beloit, OH 44609	DOT Yale Outpost 2-1000 gal 2368 State Route 14 Deerfield, OH 44411
DOT Drakesburg Outpost 4500 gal bulk 9068 State Route 88 Windham, OH 44288	DOT Interchange Outpost 3-1000 gal 3349 State Route 21 Norton, OH 44203	DOT Gustavus Outpost 2-1000 gal 2979 Kinsman Rd. North Bloomfield, OH 44450
H.P.-New Albany Tower 500 gal-bulk 9536 Worthington Rd. Pataskala, OH 43062	DOT Utica O. P. 3000 gal bulk 2142 Johnstown-Utica Rd. Utica, OH 43080	

\* Indicates state owned tank(s).

\*\* Indicates contractor owned tank(s).

EXHIBIT 3 (Cont'd.)

LIST OF ESTIMATED PARTICIPATING LOCATIONS

Locations (Cont'd.)		
DOT Old Washington 6000 gal bulk 63064 Wintergreen Rd. Lore City, OH 43755	N. Salem O. P. 3500 gal bulk 72450 Old 21 Rd. Kimbolton, OH 43749	H.P.-Cambridge Tower 1000 gal-bulk  Piedmont Road-Guernsey County Cambridge, OH 43725
DOT Dresden O. P. 2100 gal bulk St. Rt. 60 10520 Frazeyburg Rd Dresden, OH 43821	H.P.-Cambridge Tower 1000 gal-bulk Piedmont Road-Guernsey County Cambridge, OH 43725	Salt Fork St. Pk. 9500 gal-bulk 14755 Cadiz Road Lore City, OH 43755
DOT-Grove City Unknown gal-bulk 6000 Haughn Road Grove City, OH 43123	** H.P.-Marion Post 1800 gal-bulk 2284 Marion - Upper Sandusky Rd. Marion, OH 43302-9302	** H.P.-Mt. Gilead Post 1000 gal-bulk 3890 County Road 172 Mt. Gilead, OH 43338
Corrections Training Acc. 600 bulk 11781 State Route 762 Orient, OH 43146	**London Correctional 1900 gal-blk 1580 St. Rt. 56 London, OH 43140	DNR-Wildlife HQ 12,000 gal-bulk 1500 Dublin Rd. Columbus, OH 43215
* Deer Creek St. Pk. 5000 gal-bulk 20635 Waterloo Road Mt. Sterling, OH 43143-9501 June Boyset—740-869-3124 (4 x 1,000 gal and 1 x 500gal)	* Mt Gilead St. Park Unknown 4119 St. Rt. 95 Mt. Gilead, OH 43338 (1 x 500 & 1 x 100 gal)	Marion Correctional 8500 gal-bulk Marion, OH 43302 740-382-5781 ** (2 X 1000) * (1 x 500)
Delaware State Park Unknown 5202 US 23 N. Delaware, OH 43015 740-369-2761 ** (1 x 1,000 gal) * (1 x 300 gal)	Circleville J. C. Facility 1000 gal-bulk 640 Island Road, P. O. Box 598 Circleville, OH 43113	** Alum Creek State Park 650 gal-bulk 36155 Old State Rd. (1 x 500 & 3 x 120) Delaware, OH 43015
DOT I-71 NB Scales 500 gal-bulk Mile Post 126 Delaware, OH 43015	** London Farm 22000 gal-bulk 1580 St. Rt. 56 London, OH 43140	Pickaway Correctional 8000 gal-bulk 11781 St Rt 762 Orient, OH 43146
London Fish Hatchery 2000 gal-blk 2470 Roberts Mill Rd. London, OH 43140 *2-500 gal tanks, 1-1000 gal tank	Orient Correctional 1250 unkn. 11437 State Route 762 Orient, OH 43146	DOT-Enon 1650 gal-bulk 1310 Enon Rd. Enon, OH
DOT-St. Paris 1100 gal-bulk 2030 N. S.R. 235 St. Paris, OH	DOT-Woodstock 1900 gal-bulk 1544 S.R. 559 Woodstock, OH	

\* Indicates state owned tank(s).

\*\* Indicates contractor owned tank(s).

EXHIBIT 3 (Cont'd.)

LIST OF ESTIMATED PARTICIPATING LOCATIONS

Locations (Cont'd.)		
DOT-Harmony 1500 gal-bulk 7875 E. National Road Harmony, OH	DOT-Dawn 1300 gal-bulk 10382 Greenville/St. Marys Rd. Dawn, OH	DOT-Zanesfield 2700 gal-bulk 4315 S.R. 292 South Zanesfield, OH
DOT-Cassella 950 gal-bulk 5882 S.R. 119 Cassella, OH	DOT-Mercer 1900 gal-bulk 5729 Mercer Road Mercer, OH	DOT-Huber Ht. 1600 gal-bulk 7130 Shull Road Huber Heights, OH
** Lake Loramie St. Pk. 1800 gal-bulk 11221 St. Rt. 362 (4 x 500) Minster, OH 45865-9311	* Buck Creek St. Pk. 9400 gal-bulk 1901 Buck Creek Lane (5 x 500 gal) Springfield, OH 45502-8801	DOT-Newport 2000 gal-bulk 4339 S.R. 47 Newport, OH
Grand Lake St. Marys 3000 gal-bulk 834 Edgewater Drive St. Marys, OH 45885-0308	** Kiser Lake St. Pk. 1150 gal-bulk Rosewood, OH 43070 (1 x 1,000)	DNR – Mercer W.A. 2000 gal-bulk 5116 SR 703 Celina, OH 45822
Lebanon Corr. 5,000 gal-bulk St. Rt. 63 Lebanon, OH 45036	DOT-Hamilton Cty 5560 gal-bulk Miamiistown Outpost, 5903 S.R. 128 Miamiistown, OH 45041	DOT-Preble Cty Gar. 4000 gal-bulk Morning Sun Outpost, S.R. 732 Camden, OH 45311
DOT-Green Cty 8000 gal-bulk Huffman Dam O.P., 4557 Valley St. Dayton, OH 45424	DOT-Clinton Cty 7500 gal-bulk 5996 U.S. 68 North, Outpost Wilmington, OH 45177	*DNR –Spring Valley Shack 500 gal -bulk 3450 Houston Rd. Waynesville, OH 45068
* Caesar Creek St. Pk. 8,800 gal-bulk 8570 E. St. Rt. 73 (Size unknown) Waynesville, OH 45068-9719	** Cowan Lake St. Pk. 9500 gal-bulk 729 Beechwood Road (Size unknown) Wilmington, OH 45177-9737	* John Bryan St. Pk. 1100 gal-bulk 3790 St. Rt. 370 (1 x 120 & 1 x 500 gal) Yellow Springs, OH 45387-9743
**Hueston Woods St. Pk. 9900 gal-bulk Rt. # 1 (6 x 100 gal) College Corner, OH 45003-9625 * (4 x 500 gal & 1 x 300 gal)	*DNR – Spring Valley Range 500 gal -bulk 3450 Houston Rd. Waynesville, OH 45068	* DNR-Stonelick 1650 gal-bulk 2895 Lake Drive (1 x 500 gal) Pleasant Plain, OH 45162-9613
H.P. I-71 NB Scales 800 gal bulk Mile Post 49 (Clinton County) Wilmington, OH 45177	H.P. I-71 SB Scales 800 gal bulk Mile Post 54 (Clinton County) Wilmington, OH 45177	Warren Correctional 10 x 33.5# cyl. St. Rt. 63 Lebanon, OH 45036
* East Fork State Park 5000 Unk. 3294 Elkick Rd. Bethel, OH 45106 513-734-4323 (4 x 250 & 3 x 500 & 1 x 1,000 gals)	Div. of Natural Areas 250 Uk 5349 Wilmington Rd. Oregenia, OH 45054	*DNR – Spring Valley HQ 330 gal - bulk 1863 Roxanne-New Burlington Rd. Waynesville, OH 45068
DOT – District 8 HQ 1000 gal-bulk 505 S. State Route 741 Lebanon, OH 45036	Division of Watercraft 5,000 – Unk. 3292 Elkick Rd. Bethel, OH 45106	

\* Indicates state owned tank(s).

\*\* Indicates contractor owned tank(s).

EXHIBIT 3 (Cont'd.)

LIST OF ESTIMATED PARTICIPATING LOCATIONS

Locations (Cont'd.)		
* DOT-Peebles OP 1670 gal-bulk 1305 Measley Ridge Rd Peebles, OH 45660	* DOT-White Oak OP 1000 gal-bulk Tri-County Road Mt. Orab, OH 45144	* DOT-Wilgus OP 1700 gal-bulk 16979 St. Rt. 141 Willowood, OH 45696
* DOT-Pike Cty Facility 5,300 gal-bulk 353 Grove Road Piketon, OH 45661	* DOT-Wheelersburg OP 1,750 gal-bulk U.S. Rt. 23 & St. Rt. 552 Wheelersburg, OH 44694	* Scioto Trail/Great Seal 1,100 gal-bulk 635 Rock Rd. Chillicothe, OH 43725-007
** Lake White St. Pk. 500 gal-bulk 2767 St. Rt. 551 (2 x 150 gal) Waverly, OH 45690-9126	OPI Ross Corr. 250 x 33.5# cyl. 16149 St. Rt. 104 Chillicothe, OH 45601	H. P. Dutch Ridge Tower 500 gal-bulk Dutch Ridge Road Sciotoville, OH (Scioto County)
Paint Creek St. Pk. 5000 gal-bulk 14265 U.S. Rt. 50 (3 x 500 gal) Bainbridge, OH 45612-9503 * (5 x 500 gal) ** (3 x 500 gal)	Pike Lake St. Pk. 4600 gal-bulk 1847 Pike Lake Road (1 x 500 gal) Bainbridge, OH 45612-9503 ** (1 x 500 & 1 x 1,000 & 16 x 120 gal)	Rocky Fork St. Pk. 5,000 gal-bulk 9800 North Shore Drive Hillsboro, OH 45133-9205 ** (1 x 1,000 & 2 x 500gal) ** (2 x 120 gal & 2 x 500 gal)
** Chillicothe Correct. 275 x 33.5# cyl. ** OPI-Vehicle Mod. Center 85 x 100# cyl 15802 S. R.104 North Chillicothe, OH 45601	** Tar Hollow St. Pk. Unknown - bulk 16396 Tar Hollow Road Laurelville, OH 43135-9210 * (2 x 1,000)	* *ODOT 300 gal. cyl. Eastern Ave Chillicothe, OH 45601
H. P. West Union Tower 125 gal-bulk Chestnut Ridge & Poplar Ridge Roads West Union, OH 45693(Adams County)	Camp Sherman 400 gal.- bulk 2154 Narrows Rd. Chillicothe, OH	* Shawnee St. Pk. 4,200 gal-bulk 4404 St. Rt. 125 (2 x 1,000 gal) Portsmouth, OH 45663-9003 ** (2 x 500 gal & 3 x 1,000 gal)
* *H. P. Dean Forrest Tower SR373/126PR1336 CR60 South Point, OH 45680 (Lawrence Cty) 400 gal-bulk	* *Southern Ohio Corr. 750 gal. cyl. 1724 State Route 728 Lucasville, OH 45699	* *Tar Hollow St. Pk. Unknown - bulk 16396 Tar Hollow Road (9 x 500 gal) Laurelville, OH 43135-9210 ** (2 x 1,000 gal)
* Jackson Lake St. Park Unknown 921 Tommy Been Rd. Oak Hill, OH 45656 (1 x 500 gal)	* *Adams Lake 700 gals. - bulk 14633 State Route 4 West Union, OH 45693	DNR - Indian Creek W.A. 500 gal bk 4258 Snowhill Rd. Fayetteville, OH 45118
* Lake Alma St. Park Unknown 422 Lake Alma Rd. Wellston, OH 45692 (1 x 1,000 gal)	** South Construction Unit 7902 Upp Rd. (1 x 500 & 1 x 1,000 gal) Bainbridge, OH 45612	

\* Indicates state owned tank(s).

\*\* Indicates contractor owned tank(s).

EXHIBIT 3 (Cont'd.)

LIST OF ESTIMATED PARTICIPATING LOCATIONS

Locations (Cont'd.)		
DOT-Vinton M & R 3000 gal-bulk 35269 S.R. 93 Hamden, OH 45634	* **Fallsville Wildlife Area 1000 gal – bulk 10221 Carry Town Rd. Hamden, OH	*DOT-Bartlett OP 350 gal-bulk St. Rt. 550 Bartlett, OH 45713
* DOT-Wilksville OP 450 gal-bulk St. Rt. 160 Wilkesville, OH 45695	DNR—Wildlife HQ 6600 gal-bulk 360 E. State Street Athens, OH 45701	** DNR-Strouds Run 800 gal bulk 11661 State Park Road (1 x 500 gal) Athens, OH 45701-9781
Burr Oak St. Pk. 2500 gal-bulk 5250 Beach Road Glouster, OH 45732 * (1 x 500 gal) ** (3 x 500 gal)	* **H.P. Lewisville Tower 125 gal - bulk 45766 State Route 145 Lewisville, OH 43754 (Monroe County)	DOT–Tuppers Plains 1500 gal-bulk 42875 State Route 7 Coolville, OH 45273
* **Hocking Hills St. Pk. 4200 gal-bulk 19852 St. Rt. 664 S (2 x 1,000 gal) Logan, OH 43138-9537	* DOT- M & R 6000 gal-bulk 13176 St. Rt. 664 Logan, OH 43138	* Lake Hope St. Pk. 8,300 gal-bulk 27331 S.R. #278 (9 x 1,000 gal) McArthur, OH 45651
H. P. Mound Hill Tower 100# cyl. 3 Fort Hill Tower Gallipolis, OH 44658 (Gallia County)	* Forked Run St. Pk. 1500 gal-bulk 63300 State Route 124 (2 x 500 gal) Reedsville, OH 45772-0127	HP-Hamden Orchard Twr 500 gal-bulk St. Rt. 608 (South of St. Rt 6) Chardon, OH 44204
DOT-Nashville OP 5500 gal-bulk 14785 St. Rt. 39 Lakeville, OH 44638	DOT-Dillonvale OP 3000 gal-bulk RR #2 St. Rt. 150 Dillonvale, OH 43917	DOT-I-77 NB Scales 500 gal-bulk Mile Post 92 Bolivar, OH (Tuscarawas County)
* Beaver Creek St. Pk. 1600 gal-bulk 12021 Echo Dell Road East Liverpool, OH 43920-9719 ** (2 x 500 gal. & 1 x 325 gal)	* Jefferson Lake St. Park Unknown 501 Township Rd. 261A (1 x 900 gal) Richmond, OH 43944	H. P. Jayne's Hill Tower 120 gal-bulk 6th Street Ext NW New Philadelphia, OH 44663
* Guiford Lake St. Pk. 2000 gal-bulk 6835 East Lake Road (1 x 500 gal) Lisbon, OH 44432-9444	H. P.-I-77 SB Scales 500 gal-bulk Mile Post 92 Bolivar, OH (Tuscarawas County)	DOT-Freeport Op 2800 gal 76001 Smyrna Rd Freeport, OH 43973
DOT- Columbiana Garage 9000 gal 33606 US 30 –Route 1 Lisbon, OH 44432 (*3-1000 gal tanks)	DOT- Parkman 5,900 gal-bulk 18186 Rt. 168 Parkman, OH	COOP - Cleveland Metroparks

\* Indicates state owned tank(s).

\*\* Indicates contractor owned tank(s).

EXHIBIT 4

The usages indicated below are for evaluation purposes and are to be considered as estimates only and should be considered as information relative to potential purchase that may be made from the contract. The state makes no representation or guarantee as to the actual amount of items or services to be purchased by the participating agency.

For evaluation purposes, the following Estimated Usage information is being provided:

NORTHWEST THREE YEAR ANNUAL ESTIMATED USAGES (GALLONS)

Region	County	Agency	Budget Period	Description	Total
NorthWest	ALLEN	DOT	2013	ALLEN COUNTY	4,867
			2014	ALLEN COUNTY	4,783
			2015	ALLEN COUNTY	2,035
		DRC	2013	ALLEN OAKWOOD CORRECTIONAL INST	3,622
			2014	ALLEN OAKWOOD CORRECTIONAL INST	3,998
			2015	ALLEN OAKWOOD CORRECTIONAL INST	3,308
	CRAWFORD	DPS	2013	BUCYRUS (DISTRICT 2 HQ)	481
			2014	BUCYRUS (DISTRICT 2 HQ)	5,996
			2015	BUCYRUS (DISTRICT 2 HQ)	1,534
	DEFIANCE	DNR	2013	INDEPENDENCE DAM STATE PARK	166
			2014	INDEPENDENCE DAM STATE PARK	76
			2015	INDEPENDENCE DAM STATE PARK	1,121
	ERIE	DNR	2013	CASTALIA STATE FISH HATCHERY	11,969
			2014	CASTALIA STATE FISH HATCHERY	11,085
			2015	CASTALIA STATE FISH HATCHERY	6,693
		DVS	2013	PLANT OPERATIONS AND MAIN	51
			2014	PLANT OPERATIONS AND MAIN	91
			2015	PLANT OPERATIONS AND MAIN	112
	FULTON	DNR	2013	HARRISON LAKE STATE PARK	3,266
			2014	HARRISON LAKE STATE PARK	3,583
			2015	HARRISON LAKE STATE PARK	3,330
	HANCOCK	DNR	2013	DISTRICT 2 WILDLIFE MANAGEMENT	16,559
			2014	DISTRICT 2 WILDLIFE MANAGEMENT	25,879
			2015	DISTRICT 2 WILDLIFE MANAGEMENT	20,688
		DPS	2013	FINDLAY (DISTRICT 1 HQ)	4,102
			2014	FINDLAY (DISTRICT 1 HQ)	3,676
			2015	FINDLAY (DISTRICT 1 HQ)	3,676
	HENRY	DOT	2013	HENRY COUNTY	4,270
			2014	HENRY COUNTY	7,446
			2015	HENRY COUNTY	7,526
	HURON	DOT	2013	HURON COUNTY	1,968
			2014	HURON COUNTY	4,556
			2015	HURON COUNTY	2,977
	LUCAS	DNR	2013	MAUMEE STATE FOREST	2,887
			2014	MAUMEE STATE FOREST	3,632
			2015	MAUMEE STATE FOREST	2,269
	OTTAWA	ADJ	2013	CAMP PERRY AIR	14,016
				CAMP PERRY CLUBHOUSE	867
			2014	CAMP PERRY AIR	1,618
		DNR	2013	EAST HARBOR STATE PARK	8,193
				MARBLEHEAD LIGHTHOUSE	1,419
				SOUTH BASS ISLAND	3,678
			2014	EAST HARBOR STATE PARK	9,627
				MARBLEHEAD LIGHTHOUSE	2,457
				SOUTH BASS ISLAND	3,551
		2015	EAST HARBOR STATE PARK	10,346	
			MARBLEHEAD LIGHTHOUSE	2,175	
			SOUTH BASS ISLAND	4,278	
		DOT	2013	OTTAWA COUNTY	3,149
			2014	OTTAWA COUNTY	6,745
			2015	OTTAWA COUNTY	523
	RICHLAND	ADJ	2013	MANSFIELD - FIREFIGHTERS	1,648
				TOLEDO	34
			2014	MANSFIELD - FIREFIGHTERS	1,573
TOLEDO		46			
2015		MANSFIELD - FIREFIGHTERS	1,151		
		MANSFIELD CORRECTIONAL INST	11		
WOOD	DNR	2013	MARY JANE THURSTON ST PARK	495	
		2014	MARY JANE THURSTON ST PARK	1,566	
		2015	MARY JANE THURSTON ST PARK	305	
NorthWest Total					260,731

EXHIBIT 4 (Cont'd.)

SOUTHWEST THREE YEAR ANNUAL ESTIMATED USAGES (GALLONS)

Region	County	Agency	Budget Period	Description	Total
SouthWest	ADAMS	DOT	2014	ADAMS COUNTY	135
			2015	ADAMS COUNTY	382
	AUGLAIZE	DNR	2013	STMARYS STATE FISH HATCHERY	676
			2014	STMARYS STATE FISH HATCHERY	1,261
			2015	STMARYS STATE FISH HATCHERY	917
	BUTLER	DNR	2013	HUESTON WOODS STATE PARK	3,757
			2014	HUESTON WOODS STATE PARK	6,125
			2015	HUESTON WOODS STATE PARK	8,492
	CLARK	DNR	2013	BUCK CREEK STATE PARK	2,641
			2014	BUCK CREEK STATE PARK	1,534
			2015	BUCK CREEK STATE PARK	1,180
	CLERMONT	DNR	2013	EAST FORK FIELD OFFICE	4,282
				EAST FORK STATE PARK	2,425
				STONELICK STATE PARK	1,658
		2014	EAST FORK FIELD OFFICE	4,707	
			EAST FORK STATE PARK	2,237	
			STONELICK STATE PARK	1,795	
		2015	EAST FORK FIELD OFFICE	4,146	
			EAST FORK STATE PARK	2,361	
			STONELICK STATE PARK	1,612	
	CLINTON	DNR	2013	COWAN LAKE STATE PARK	9,474
			2014	COWAN LAKE STATE PARK	7,943
			2015	COWAN LAKE STATE PARK	7,123
		DOT	2013	CLINTON COUNTY	7,559
			2014	CLINTON COUNTY	12,024
			2015	CLINTON COUNTY	7,489
	GREENE	DNR	2013	DISTRICT 5 WILDLIFE MANAGEMENT	4,075
			2014	DISTRICT 5 WILDLIFE MANAGEMENT	5,409
			2015	DISTRICT 5 WILDLIFE MANAGEMENT	3,373
		DOT	2013	GREENE COUNTY	1,092
			2014	GREENE COUNTY	5,687
			2015	GREENE COUNTY	5,687
	HAMILTON	DOT	2013	HAMILTON COUNTY	7,056
			2014	HAMILTON COUNTY	11,606
			2015	HAMILTON COUNTY	3,984
	HIGHLAND	DNR	2013	PAINT CREEK STATE PARK	5,905
				ROCKY FORK STATE PARK	5,578
			2014	PAINT CREEK STATE PARK	5,631
		2015	PAINT CREEK STATE PARK	4,352	
			ROCKY FORK STATE PARK	3,909	
		MERCER	DNR	2013	GRAND LAKE ST MARYS STATE PARK
	2014			GRAND LAKE ST MARYS STATE PARK	2,790
	2015			GRAND LAKE ST MARYS STATE PARK	1,966
	PREBLE	DOT	2013	PREBLE COUNTY	3,339
			2014	PREBLE COUNTY	9,023
			2015	PREBLE COUNTY	2,647
	SHELBY	DNR	2013	LAKE LORAMIE STATE PARK	1,288
			2014	LAKE LORAMIE STATE PARK	2,599
			2015	LAKE LORAMIE STATE PARK	1,429
		DOT	2013	SHELBY	24,655
			2014	SHELBY	46,289
			2015	SHELBY	24,597
	WARREN	DNR	2013	CEASAR CREEK STATE PARK	393
			2014	CEASAR CREEK STATE PARK	487
2015			CEASAR CREEK STATE PARK	530	
DOT		2015	WARREN	7,378	
DRC		2013	LEBANON CORRECTIONAL INST	18,470	
			WARREN CORRECTIONAL INST	253	
		2014	LEBANON CORRECTIONAL INST	7,369	
			WARREN CORRECTIONAL INST	150	
2015		LEBANON CORRECTIONAL INST	27,432		
	WARREN CORRECTIONAL INST	92			
SouthWest Total					361,297

EXHIBIT 4 (Cont'd.)

CENTRAL THREE YEAR ANNUAL ESTIMATED USAGES (GALLONS)

Region	County	Agency	Budget Period	Description	Total
Central	CHAMPAIGN	DNR	2014	KISER LAKE STATE PARK	509
			2015	KISER LAKE STATE PARK	466
	DELAWARE	DNR	2013	ALUM CREEK STATE PARK	682
				DELAWARE STATE PARK	3,901
			2014	ALUM CREEK STATE PARK	2,142
			DELAWARE STATE PARK	1,208	
		2015	ALUM CREEK STATE PARK	1,384	
			DELAWARE STATE PARK	590	
		DPS	2013	FACILITIES ALUM CREEK	907
	2014		FACILITIES ALUM CREEK	991	
	2015		FACILITIES ALUM CREEK	615	
	FAIRFIELD	DRC	2013	SOUTHEASTERN CORRECTIONAL INST	1,064
			2014	SOUTHEASTERN CORRECTIONAL INST	951
	FAYETTE	DPS	2013	D8 POST 14 WILMINGTON	1,499
			2014	D8 POST 14 WILMINGTON	2,232
			2015	D8 POST 14 WILMINGTON	1,065
	FRANKLIN	ADJ	2015	CENTRAL FACILITIES OP - STATE	16,516
			COM	2013	FIRE ACADEMY
			2014	FIRE ACADEMY	20,407
			2015	FIRE ACADEMY	19,745
		DAS	2013	MARCS	22,403
			2014	MARCS	10,969
			2015	MARCS	6,616
		DNR	2013	DISTRICT 1 WILDLIFE MANAGEMENT	9,284
			2014	DISTRICT 1 WILDLIFE MANAGEMENT	11,560
			2015	DISTRICT 1 WILDLIFE MANAGEMENT	20,276
		DRC	2015	OPERATION SUPPORT CENTER	787
		EXP	2013	MAINTENANCE	447
			2014	MAINTENANCE	630
			2015	MAINTENANCE	699
	KNOX	DMR	2015	MT. VERNON DC	13
			DPS	2013	D6 POST 59 MT GILEAD
			2014	D6 POST 59 MT GILEAD	2,249
			2015	D6 POST 59 MT GILEAD	956
	LICKING	DOT	2013	LICKING	18,953
			2014	LICKING	29,475
			2015	LICKING	17,448
		DPS	2013	D6 POST 45 GRANVILLE	576
			MADISON	DNR	2013
		2014	LONDON STATE FISH HATCHERY		6,007
		2015	LONDON STATE FISH HATCHERY		3,458
	DRC	2013	LONDON CORRECTIONAL INST		7,049
			MADISON CORRECTIONAL INST		1,868
		2014	LONDON CORRECTIONAL INST		5,394
		MADISON CORRECTIONAL INST	2,463		
	2015	LONDON CORRECTIONAL INST	7,117		
		MADISON CORRECTIONAL INST	1,984		
	MARION	DPS	2013	D2 POST 51 MARION	4,367
			2014	D2 POST 51 MARION	7,508
			2015	D2 POST 51 MARION	2,671
		DRC	2013	MARION CORRECTIONAL INST	2,160
			2014	MARION CORRECTIONAL INST	2,320
			2015	MARION CORRECTIONAL INST	546
	MORROW	DNR	2013	MOUNT GILEAD STATE PARK	447
2014			MOUNT GILEAD STATE PARK	563	
2015			MOUNT GILEAD STATE PARK	485	
PICKAWAY	DNR	2013	DEER CREEK STATE PARK	2,323	
		2014	DEER CREEK STATE PARK	3,537	
		2015	DEER CREEK STATE PARK	2,682	
	DRC	2013	PICKAWAY CORRECTIONAL INST	7,529	
		2014	CORRECTIONS TRAINING ACADEMY	492	
			PICKAWAY CORRECTIONAL INST	5,298	
2015	PICKAWAY CORRECTIONAL INST	9,301			
UNION	DOT	2014	UNION COUNTY	18	
Central Total					349,748

EXHIBIT 4 (Cont'd.)

NORTHEAST THREE YEAR ANNUAL ESTIMATED USAGES (GALLONS)

Region	County	Agency	Budget Period	Description	Total	
NorthEast	ASHLAND	DNR	2013	MOHICAN STATE PARK	4,295	
			2014	MOHICAN STATE PARK	5,127	
			2015	MOHICAN STATE PARK	4,295	
	ASHTABULA	DNR	2013	GENEVA STATE PARK	394	
				PYMATUNING STATE PARK	26,905	
			2014	GENEVA STATE PARK	210	
				PYMATUNING STATE PARK	36,145	
			2015	GENEVA STATE PARK	276	
				PYMATUNING STATE PARK	22,151	
		DOT	2013	ASHTABULA COUNTY	13,982	
			2014	ASHTABULA COUNTY	24,043	
			2015	ASHTABULA COUNTY	2,262	
	CARROLL	DOT	2013	CARROLL COUNTY	13,389	
			2014	CARROLL COUNTY	25,066	
			2015	CARROLL COUNTY	2,242	
	COLUMBIANA	DNR	2013	BEAVER CREEK STATE PARK	456	
				BLUE ROCK STATE PARK	416	
				GUILFORD LAKE STATE PARK	1,276	
			2014	BLUE ROCK STATE PARK	1,102	
				GUILFORD LAKE STATE PARK	1,220	
			2015	BEAVER CREEK STATE PARK	379	
		BLUE ROCK STATE PARK	728			
		GUILFORD LAKE STATE PARK	881			
		DOT	2013	COLUMBIANA COUNTY	1,154	
	GEAUGA	DNR	2013	PUNDERSON STATE PARK	1,994	
			2014	PUNDERSON STATE PARK	4,217	
			2015	PUNDERSON STATE PARK	2,814	
		DOT	2013	GEAUGA COUNTY	9,753	
			2014	GEAUGA COUNTY	9,166	
			2015	GEAUGA COUNTY	5,121	
	HARRISON	DOT	2013	HARRISON COUNTY	646	
			2014	HARRISON COUNTY	3,092	
			2015	HARRISON COUNTY	2,107	
	HOLMES	DOT	2013	HOLMES COUNTY	1,046	
			2015	HOLMES COUNTY	2,162	
	JEFFERSON	DNR	2013	JEFFERSON LAKE STATE PARK	935	
			2014	JEFFERSON LAKE STATE PARK	1,629	
		DOT	2013	JEFFERSON COUNTY	985	
			2014	JEFFERSON COUNTY	2,050	
			2015	JEFFERSON COUNTY	655	
	LORAIN	DNR	2013	FINDLEY STATE PARK	3,344	
			2014	FINDLEY STATE PARK	3,166	
			2015	FINDLEY STATE PARK	3,977	
		DRC	2013	GRAFTON CORRECTIONAL INST	335	
			2014	GRAFTON CORRECTIONAL INST	430	
	MAHONING	DNR	2013	MILTON LAKE STATE PARK	1,901	
			2014	MILTON LAKE STATE PARK	3,049	
			2015	MILTON LAKE STATE PARK	2,328	
		DOT	2013	MAHONING COUNTY	4,176	
			2014	MAHONING COUNTY	4,451	
			2015	MAHONING COUNTY	1,155	
	PORTAGE	ADJ	2013	CENTRAL FACILITIES OP - STATE	40,950	
			2014	CENTRAL FACILITIES OP - STATE	44,893	
			2015	CENTRAL FACILITIES OP - STATE	29,120	
		DNR	2013	WEST BRANCH STATE PARK	6,200	
			2014	WEST BRANCH STATE PARK	3,745	
			2015	WEST BRANCH STATE PARK	5,593	
		DOT	2013	PORTAGE COUNTY	9,705	
			2014	PORTAGE COUNTY	10,357	
			2015	PORTAGE COUNTY	3,399	
	STARK	DNR	2013	QUAIL HOLLOW STATE PARK	14,496	
			2014	QUAIL HOLLOW STATE PARK	22,236	
			2015	QUAIL HOLLOW STATE PARK	16,506	
	SUMMIT	DNR	2013	DISTRICT 3 WILDLIFE MANAGEMENT	7,732	
				PORTAGE LAKES STATE PARK	4,264	
			2014	DISTRICT 3 WILDLIFE MANAGEMENT	8,528	
				PORTAGE LAKES STATE PARK	16,252	
			2015	DISTRICT 3 WILDLIFE MANAGEMENT	4,885	
				PORTAGE LAKES STATE PARK	6,851	
		DOT	2013	SUMMIT COUNTY	7,006	
			2014	SUMMIT COUNTY	11,387	
			2015	SUMMIT COUNTY	29,173	
	TRUMBULL	DNR	2013	MOSQUITO CREEK STATE PARK	1,462	
			2014	MOSQUITO CREEK STATE PARK	2,144	
			2015	MOSQUITO CREEK STATE PARK	2,547	
		DOT	2013	TRUMBULL COUNTY	3,885	
			2014	TRUMBULL COUNTY	7,592	
			2015	TRUMBULL COUNTY	153	
		DRC	2013	TRUMBULL CORRECTIONAL INST	42	
			2014	TRUMBULL CORRECTIONAL INST	46	
			2015	TRUMBULL CORRECTIONAL INST	73	
	NorthEast Total					586,305

EXHIBIT 4 (Cont'd.)

SOUTHEAST THREE YEAR ANNUAL ESTIMATED USAGES (GALLONS)

Region	County	Agency	Budget Period	Description	Total	
SouthEast	ATHENS	DNR	2013	DISTRICT 4 WILDLIFE MANAGEMENT STROUDS RUN STATE PARK	8,098 469	
			2014	DISTRICT 4 WILDLIFE MANAGEMENT STROUDS RUN STATE PARK	15,481 612	
			2015	DISTRICT 4 WILDLIFE MANAGEMENT STROUDS RUN STATE PARK	8,269 389	
	BELMONT	DOT	2014	ATHENS COUNTY	812	
		DPS	2013	D7 POST 7 ST CLAIRSVILLE	2,657	
		DRC	2013	BELMONT CORRECTIONAL INST	112	
	GALLIA	DPS	2014	BELMONT CORRECTIONAL INST	96	
			2015	BELMONT CORRECTIONAL INST	152	
			2013	D9 POST 27 GALLIPOLIS	168	
	GUERNSEY	DNR	2015	D9 POST 27 GALLIPOLIS	166	
			2013	SALT FORK STATE PARK	9,024	
			2014	SALT FORK STATE PARK	16,930	
	HOCKING	DPS	2015	SALT FORK STATE PARK	9,472	
			2013	GUERNSEY (DISTRICT 7 HQ)	832	
			2014	GUERNSEY (DISTRICT 7 HQ)	9,042	
	HOCKING	DNR	2015	GUERNSEY (DISTRICT 7 HQ)	5,311	
			2013	HOCKING HILLS STATE PARK TAR HOLLOW STATE PARK	7,949 4,252	
			2014	HOCKING HILLS STATE PARK TAR HOLLOW STATE PARK	8,098 7,161	
	JACKSON	DNR	2015	HOCKING HILLS STATE PARK TAR HOLLOW STATE PARK VAN BUREN STATE PARK	4,913 5,088 1,497	
			2013	JACKSON LAKE STATE PARK LAKE ALMA STATE PARK	473 272	
			2015	LAKE ALMA STATE PARK	409	
	LAWRENCE	DPS	2013	D9 POST 44 IRONTON	462	
	MEIGS	DNR	2013	FORKED RUN STATE PARK	3,225	
			2014	FORKED RUN STATE PARK	2,183	
			2015	FORKED RUN STATE PARK	1,940	
	MORGAN	DNR	2013	BURR OAK STATE PARK	1,500	
			2014	BURR OAK STATE PARK	2,158	
			2015	BURR OAK STATE PARK	3,001	
	NOBLE	DPS	2013	D7 POST 30 CAMBRIDGE	164	
			2015	D7 POST 30 CAMBRIDGE	1,350	
	PIKE	DNR	2013	LAKE WHITE STATE PARK PIKE LAKE STATE PARK	207 6,380	
			2014	PIKE LAKE STATE PARK	5,371	
			2015	PIKE LAKE STATE PARK PIKE STATE FOREST	2,179 308	
	ROSS	DNR	2013	GREAT SEAL STATE PARK SCIOTO TRAILS STATE PARK	610 756	
			2014	GREAT SEAL STATE PARK SCIOTO TRAILS STATE PARK	915 1,059	
			2015	GREAT SEAL STATE PARK SCIOTO TRAILS STATE PARK	428 476	
		DOT	2013	ROSS	8,480	
			2014	ROSS	15,802	
			2015	ROSS	10,102	
		DRC	2013	CHILLICOTHE CORRECTIONAL INST	2,797	
			2014	CHILLICOTHE CORRECTIONAL INST	1,185	
			2015	CHILLICOTHE CORRECTIONAL INST	2,120	
	SCIOTO	DNR	2013	PORTSMOUTH FIELD OFFICE SHAWNEE STATE FOREST SHAWNEE STATE PARK	3,765 1,803 8,918	
			2014	PORTSMOUTH FIELD OFFICE SHAWNEE STATE FOREST SHAWNEE STATE PARK	2,768 5,259 7,587	
			2015	PORTSMOUTH FIELD OFFICE SHAWNEE STATE FOREST SHAWNEE STATE PARK	4,410 1,942 7,026	
			DOT	2014	SCIOTO COUNTY	83
			DPS	2013	D9 POST 73 PORTSMOUTH	330
			DRC	2013	SOUTHERN OHIO CORR FACILITY	520
		2014		SOUTHERN OHIO CORR FACILITY	879	
		2015		SOUTHERN OHIO CORR FACILITY	105	
		VINTON	DNR	2013	LAKE HOPE STATE PARK	14,342
				2014	LAKE HOPE STATE PARK	26,608
				2015	LAKE HOPE STATE PARK ZALESKI STATE FOREST	8,614 3,909
		WASHINGTON	DOT	2013	VINTON COUNTY	669
	2013			WASHINGTON COUNTY	10,595	
	2014			WASHINGTON COUNTY	30,224	
				2015	WASHINGTON COUNTY	17,959
	SouthEast Total					361,679

ATTACHMENT 1  
COMPANY PROFILE FORM

Company Legal Name	Physical Address	
Telephone Number	Email Address	Fax Number
Home Office Location	Date Established	Ownership
Firm Leadership	Number of Employees	Number of Employees Directly involved in Tasks Directly Related to the Work Specified Herein
Additional Background Information:		

ATTACHMENT 2

BIDDER REFERENCES

A minimum of three (3) professional references who have received services from the bidder in the past one (1) year, as specified in herein.

Company Name:		Contact Name:	
Address:		Telephone Number:	
		Email Address:	
Contract Name:		Beginning Date of Contract: (Month/Year)	Ending Date of Contract: (Month/Year)
Description of term contract/temporary personnel services provided.			