BLANKET PURCHASE ORDER
STATE OF MARYLAND

********** STATE OF MARYLAND **********

BPO NO: 001B0400617 **PRINT DATE:** 08/29/11 **PAGE:** 01

SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

VENDOR ID: 1520733363
CATO INC
P O BOX 1030

SALISBURY, MD 21803-1030
(410)546-1215

REFER QUESTIONS TO:

LINDA RULEY
(410)767-4608
LINDA.RULEY@DGS.STATE.MD.US

ITB: 001IT818038

EXPR DATE: 04/06/15
POST DATE: 04/16/10

DISCOUNT TERMS: . NET 30 DAY
CONTRACT AMOUNT: .00

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

==========
AGENCY CONTRACT FOR
LIQUID PROPANE
AGY: MD DEPT OF STATE POLICE
==========

VENDOR CONTACT: PHIL TONELLI 410-546-1215

REQUIREMENTS CONTRACT FOR SUPPLYING THE USING AUTHORITY WITH THEIR NEED FOR THE FOLLOWING ITEM(S) FOR THE CONTRACT PERIOD SPECIFIED BELOW.

RELEASES SHALL BE MADE AS REQUESTED BY THE USING AUTHORITY ON AN "AS REQUIRED" BASIS.

QUANTITIES STATED ARE ESTIMATES ONLY AND ARE NOT TO BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE. USAGE WILL BE FOR THE ACTUAL REQUIREMENTS OF THE AGENCY AND MAY VARY APPRECIABLY FROM THE ESTIMATED QUANTITIES. CONTRACTS LIMITING QUANTITIES IN ANY WAY WILL NOT BE ACCEPTED OR CONSIDERED.

CONTRACT PERIOD: APRIL 7, 2010 THROUGH APRIL 6, 2015

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TERMS (cont'd):

DELIVERY: AUTOMATIC DELIVERY IS REQUIRED. THE VENDOR SHALL SUBMIT A DELIVERY SCHEDULE FOR REVIEW AND APPROVAL BY THE STATE PRIOR TO AWARD. IT WILL BE THE VENDOR'S RESPONSIBILITY TO MONITOR USAGE TRENDS AND MAKE NECESSARY TO THE DELIVERY SCHEDULE TAKING INTO CONSIDERATION SEASONAL PATTERNS. VENDOR WILL BE RESPONSIBLE FOR PROVIDING WEEKLY MONITORING AND RE-SUPPLY OF PROPANE TO ASSURE SUFFICIENT LEVELS. DELIVERIES SHALL BE MADE MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 8:00 AM AND 4:00 PM WITH A 24-HOUR ADVANCE NOTICE. EACH DELIVERY SHALL BE ACCOMPANIED WITH A RECEIPT THAT IDENTIFIES THE DATE OF DELIVERY, TOTAL UNITS DELIVERED, PER UNIT COST AND TOTAL DELIVERY COST. EACH RECEIPT MUST BE SIGNED BY AN AUTHORIZED MSP REPRESENTATIVE TO VERIFY DELIVERY. ALSO SUBJECT TO ALL REQUIREMENTS INCLUDED IN SOLICITATION 001IT818038.

PAYMENT: PAYMENT TERMS TO BE NET, 30 DAYS. THE CONTRACTOR SHALL SUBMIT AN INVOICE TO MSP NO LATER THAN 15 DAYS AFTER DATE OF DELIVERY

THE CONTRACT PRICE FOR PROPANE GAS DELIVERED UNDER THE TERMS OF THE CONTRACT WILL BE BASED UPON THE AVERAGE POSTED PRICE OF PROPANE FOR THE PHILADELPHIA, PA TERMINAL LISTED IN THE OPIS REPORT FOR THE WEEK THE PROPANE IS DELIVERED. BASE PRICE REVISIONS WILL BE EFFECTIVE FROM THE MONDAY OF THE DELIVERY WEEK THROUGH THE FOLLOWING SUNDAY.

ALL PRICES ARE TO BE DELIVERED F.O.B. CUSTOMER'S TANKS. CONTRACT PRICES INCLUDE ALL FIXED COSTS PER GALLON FOR FURNISHING AND DELIVERING THE PROPANE TO THE LOCATIONS LISTED. CONTRACT PRICES INCLUDE ANY TRANSPORTATION COSTS, ADMINISTRATIVE COSTS AND ANY FEES. THE ACTUAL COST OF THE PROPANE IS NOT INCLUDED IN THE CONTRACT PRICE LISTED.

CONTRACTOR MUST COMPLY WITH ALL NFPA AND ANY/ALL APPLICABLE CODES.

THE CONTRACTOR SHALL COMPLY WITH ALL FEDERAL AND STATE OSHA REGULATIONS.

THE MARYLAND DEPARTMENT OF STATE POLICE, HEREIN KNOWN AS MDSP, RESERVES THE RIGHT TO ADD OR DELETE PROPANE TANK LOCATIONS AND SERVICES AS NEEDED.

THE CONTRACTOR SHALL PROVIDE MAINTENANCE FOR ALL TANKS SINCE THE TANKS WILL BE OWNED BY THE CONTRACTOR. THIS MAINTENANCE IS TO INCLUDE, BUT NOT LIMITED TO, LINES, TANKS, REGULATORS, VALVES, ETC.

MAINTENANCE/REPAIRS: CONTRACTOR MUST BE ABLE TO ENSURE EMERGENCY RESPONSE TO MDSP LOCATIONS AT ALL TIMES, INCLUDING AFTER HOURS AND WEEKENDS, BY QUALIFIED PERSONNEL WITHIN FOUR (4) HOURS FROM THE TIME

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TERMS (cont'd):

THE REQUEST IS MADE BY THE MDSP. ROUTINE REPAIRS WILL BE SCHEDULED DURING WORKING HOURS, (M-F 8 A.M. - 4 P.M.) WITH AT LEAST 24 HOURS NOTICE IN ADVANCE. CONTRACTOR WILL BE REQUIRED TO GIVE THE MDSP A NAME AND PHONE NUMBER OF A QUALIFIED PERSON WHO CAN BE REACHED AFTER HOURS AND ON WEEKENDS TO PROVIDE EMERGENCY REPAIRS OR DELIVERY OF PROPANE.

DELIVERY OF PROPANE: SINCE THE MDSP IS REQUESTING AUTOMATIC DELIVERY THERE WILL BE NO SERVICE CHARGE TO THE MDSP IF AN EMERGENCY DELIVERY OF PROPANE IS REQUIRED. HOWEVER, THE CONTRACTOR MUST BE ABLE TO INSURE THE EMERGENCY DELIVERY OF PROPANE WITHIN FOUR (4) HOURS FROM THE TIME THE REQUEST IS MADE. SHOULD AN AUTOMATIC DELIVERY NOT BE MADE AND THE MDSP SHOULD RUN OUT OF PROPANE MDSP RESERVES THE RIGHT TO:

1.) REQUEST DELIVERY FROM ANOTHER FIRM IF THE CONTRACTOR IS UNABLE TO COMPLY WITH THE FOUR (4) HOUR EMERGENCY DELIVERY TIME

2.) CHARGE THE CONTRACTOR THE ADDITIONAL COST (DIFFERENCE BETWEEN THE CONTRACT PRICE AND THE PRICE CHARGED BY ANOTHER FIRM) FOR THE PROPANE IF IT MUST BE DELIVERED BY ANOTHER FIRM.

CONTRACTOR'S INVOICES: THE CONTRACTOR AGREES TO INCLUDE ON THE FACE OF ALL INVOICES BILLED TO THE MDSP THE PURCHASE ORDER NUMBER AND HIS/HER FEDERAL TAX IDENTIFICATION OR SOCIAL SECURITY NUMBER, AND SEND THE INVOICE TO MSP, FINANCE DIVISION, 1201 REISTERSTOWN ROAD, PIKESVILLE, MD. 21208.

TANK REPLACEMENT: THE TANKS AT THE MDSP LOCATIONS DO NOT BELONG TO MDSP. AN INDIVIDUAL PURCHASE ORDER WILL BE ISSUED FOR EACH TANK INSTALLATION.

THE CONTRACTOR MUST HAVE ALL APPROPRIATE LICENSES AND CERTIFICATES REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS DURING THE LIFE OF THE CONTRACT.

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LINE #	STATE ITEM ID	U/M	UNIT COST
0001	40503-507507	LT	.2500

PROPANE GAS BULK

AVIATION SALISBURY
HEAT & GENERATOR
5286 LEAR JET WAY
SALISBURY MD 21901

2 TANKS - 1,000 GALLON EACH

END OF ITEM LIST

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AUTHORIZED BY: _____ **DATE:** _____

BUYER AUTHORIZED DESIGNEE

FMIS-5 (4/96)