

State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street

Concord, New Hampshire 03301

(603) 271-3201 | Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

July 8, 2026

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into a contract with Dileo Gas, Inc. (VC#582540), Worcester, MA in an amount up to and not to exceed \$1,475,000.00 for the Supply and Delivery of Propane with the option to extend for up to two years, effective upon Governor and Executive Council approval through July 31, 2028.

Funding shall be provided through individual agency expenditures, none of which shall be permitted unless there are sufficient appropriated funds to cover the expenditure.

EXPLANATION

The Department of Administrative Services, through the Bureau of Purchase and Property (BoPP), issued Request for Bid (RFB) 3132-27 to obtain competitive pricing for propane delivery services. The RFB closed on May 15, 2026. Two compliant responses were received from Superior Plus Energy Services Inc. and Dileo Gas, Inc. Awards were based on the lowest cost per district. Dileo Gas, Inc. submitted the lowest-cost response for Districts 4, 5, and 6. The RFB was structured to allow for a multi-award scenario.

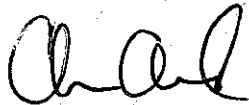
Approval of this contract will ensure State agencies have a reliable supply of propane used for heating State-owned buildings and facilities. By securing this contract, the State is able to lock in stable pricing during a time of volatile energy markets. This stability is essential to maintaining safe and functional facilities during the winter months or in locations where propane is the primary heating source. Without this contract, agencies would need to source deliveries individually, frequently during periods of high seasonal demand, which would result in increased costs, delivery delays, and potential disruptions to building operations and public services.

The recommended price limitation of \$1,475,000.00 is supported by historical spending patterns and anticipated future heating demand. This amount includes an allowance of approximately 30% to provide agencies with the flexibility to respond to unexpected needs, such as sudden cold weather, emergency heating requirements, or increased fuel usage during extended winter conditions. This approach ensures a stable, uninterrupted supply of propane for State facilities.

Contract financials	
Estimated annual spend	\$560,645.48
Estimated 2-year term spend	\$1,121,290.96
Add allowance for unplanned need	\$353,709.04
Price limitation	\$1,475,000.00

Based on the foregoing, I am respectfully recommending approval of the contract with Dileo Gas, Inc.

Respectfully submitted,



Charles M. Arlinghaus
Commissioner



Division of Procurement Support Services
Bureau of Purchase Property

Gary S. Lunetta
Director
(603) 271-2201

RFB Bid Summary

Bid Description	Propane Supply and Delivery	Agency	Statewide Contract
RFB#	3132-27	Requisition#	N/A
Agent Name	Devin Lahey	Bid Closing	5/14/2026 at 11:00 AM

Indicates Award: ☐

Qty	UOM	Product Description	Dileo Gas		Superior Plus Propane	
			Fixed Price/Gallon (Excludes PERC Fee)	Extended Cost	Fixed Price/Gallon (Excludes PERC Fee)	Extended Cost
126,185	Gallons	District 1 Locations	No Bid	No Bid	\$1.51	\$190,539.35
100,125	Gallons	District 2 Locations	No Bid	No Bid	\$1.51	\$151,188.75
59,050	Gallons	District 3 Locations	No Bid	No Bid	\$1.51	\$89,165.50
33,975	Gallons	District 4 Locations	\$1.415	\$48,074.63	\$1.51	\$51,302.25
193,790	Gallons	District 5 Locations	\$1.445	\$280,026.55	\$1.51	\$292,622.90
156,070	Gallons	District 6 Locations	\$1.49	\$232,544.30	\$1.51	\$235,665.70
1,000	Gallons	Temporary Locations	No Bid	No Bid	\$1.99	\$1,990.00
Sub Total				\$560,645.48		\$432,883.60

Recommendation Summary (Multi-Award)				Dileo Gas Contract (8003886)		Superior Plus Contract (8003853)	
Statewide Contract or Amendment	Statewide Contract			Estimated Annual Spend	\$560,645.48	Estimated Annual Spend	\$432,883.60
Term of Contract	two-years with option for one two-year extension			Estimated Term Spend	\$1,121,290.96	Estimated Term Spend	\$865,767.20
Price Limitation	\$2,600,000.00			Balance of Product	\$353,709.04	Balance of Product	\$259,232.80
Number of Compliant Solicitations Received	2			Recommended Price Limitation	\$1,475,000.00	Recommended Price Limitation	\$1,125,000.00

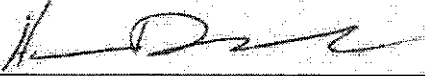
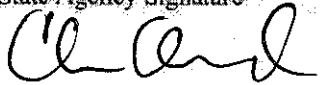
Number of Sourced bidders	4
Number of NIGP Vendors Sourced	108
Number of non-responsive bidders	110
P-37 Checklist Complete	Yes
D&B Report On File	Yes
Confirmed Vendor is not debarred or suspended (Sam.gov)	Yes
Method of Payment (P-card/ACH)	P-Card or ACH
FOB Delivered	Yes
Special Notes:	

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS**1. IDENTIFICATION – Contract #8003886**

1.1 State Agency Name Department of Administrative Services Bureau of Purchase and Property		1.2 State Agency Address 25 Capitol Street Concord, NH 03301	
1.3 Contractor Name DiLeo Gas, Inc.		1.4 Contractor Address 630 Sunderland Road Worcester, MA 01604	
1.5 Contractor Phone Number 508-797-5878	1.6 Account Unit and Class Various	1.7 Completion Date July 31, 2028	1.8 Price Limitation \$1,475,000.00
1.9 Contracting Officer for State Agency Gary Lunetta, Director		1.10 State Agency Telephone Number 603-271-2201	
1.11 Contractor Signature  Date: 6/15/26		1.12 Name and Title of Contractor Signatory Harry Dilos, President	
1.13 State Agency Signature  Date: 7/10/26		1.14 Name and Title of State Agency Signatory Charles M. Arlinghaus, Commissioner	
1.15 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.16 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By: <u>Christen Lavers</u> On: 7/29/26			
1.17 Approval by the Governor and Executive Council (if applicable) G&C Item number: _____ G&C Meeting Date: _____			

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed.

3.3 Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8. The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of

whatever nature incurred by the Contractor in the performance hereof and shall be the only and the complete compensation to the Contractor for the Services.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 The State's liability under this Agreement shall be limited to monetary damages not to exceed the total fees paid. The Contractor agrees that it has an adequate remedy at law for any breach of this Agreement by the State and hereby waives any right to specific performance or other equitable remedies against the State.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws and the Governor's order on Respect and Civility in the Workplace, Executive order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of age, sex, sexual orientation, race, color, marital status, physical or mental disability, religious creed, national origin, gender identity, or gender expression, and will take affirmative action to prevent such discrimination, unless exempt by state or federal law. The Contractor shall ensure any subcontractors comply with these nondiscrimination requirements.

6.3 No payments or transfers of value by Contractor or its representatives in connection with this Agreement have or shall be made which have the purpose or effect of public or commercial bribery, or acceptance of or acquiescence in extortion, kickbacks, or other unlawful or improper means of obtaining business.

6.4. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with this Agreement and all rules, regulations and orders pertaining to the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 The Contracting Officer specified in block 1.9, or any successor, shall be the State's point of contact pertaining to this Agreement.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) calendar days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) calendar days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) calendar days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) calendar days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. In addition, at the State's discretion, the Contractor shall, within fifteen (15) calendar days of notice of early termination, develop and submit to the State a transition plan for Services under the Agreement.

10. PROPERTY OWNERSHIP/DISCLOSURE.

10.1 As used in this Agreement, the word "Property" shall mean all data, information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any Property which has been received from the State, or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Disclosure of data, information and other records shall be governed by N.H. RSA chapter 91-A and/or other applicable law. Disclosure requires prior written approval of the State.

11. **CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 Contractor shall provide the State written notice at least fifteen (15) calendar days before any proposed assignment, delegation, or other transfer of any interest in this Agreement. No such assignment, delegation, or other transfer shall be effective without the written consent of the State.

12.2 For purposes of paragraph 12, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.3 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State.

12.4 The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. **INDEMNIFICATION.** The Contractor shall indemnify, defend, and hold harmless the State, its officers, and employees from and against all actions, claims, damages, demands, judgments, fines, liabilities, losses, and other expenses, including, without limitation, reasonable attorneys' fees, arising out of or relating to this Agreement directly or indirectly arising from death, personal injury, property damage, intellectual property infringement, or other claims asserted against the State, its officers, or employees caused by the acts or omissions of negligence, reckless or willful misconduct, or fraud by the Contractor, its employees, agents, or subcontractors. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate or excess; and

14.1.2 special cause of loss coverage form covering all Property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the Property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or any successor, a certificate(s) of insurance for all insurance required under this Agreement. At the request of the Contracting Officer, or any successor, the Contractor shall provide certificate(s) of insurance for all renewal(s) of insurance required under this Agreement. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("Workers' Compensation").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or any successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. **WAIVER OF BREACH.** A State's failure to enforce its rights with respect to any single or continuing breach of this Agreement shall not act as a waiver of the right of the State to later enforce any such rights or to enforce any other or any subsequent breach.

17. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

19. CHOICE OF LAW AND FORUM.

19.1 This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire except where the Federal supremacy clause requires otherwise. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

19.2 Any actions arising out of this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration, but must, instead, be brought and maintained in the Merrimack County Superior Court of New Hampshire which shall have exclusive jurisdiction thereof.

20. **CONFLICTING TERMS.** In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and any other portion of this Agreement including any attachments thereto, the terms of the P-37 (as modified in EXHIBIT A) shall control.

21. **THIRD PARTIES.** This Agreement is being entered into for the sole benefit of the parties hereto, and nothing herein, express or implied, is intended to or will confer any legal or equitable right, benefit, or remedy of any nature upon any other person.

22. **HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

23. **SPECIAL PROVISIONS.** Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

24. **FURTHER ASSURANCES.** The Contractor, along with its agents and affiliates, shall, at its own cost and expense, execute any additional documents and take such further actions as may be reasonably required to carry out the provisions of this Agreement and give effect to the transactions contemplated hereby.

25. **SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

26. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

EXHIBIT A - SPECIAL PROVISIONS

There are no special provisions of this contract.

EXHIBIT B - SCOPE OF SERVICES

1. INTRODUCTION:

- 1.1. Dileo Gas, Inc. (hereinafter referred to as the "Contractor") hereby agrees to provide the State of New Hampshire (hereinafter referred to as the "State"), Department of Administrative Services, Propane Supply and Delivery in accordance with the bid submission in response to State Request for Bid 3132-27 and as described herein.

2. CONTRACT DOCUMENTS:

- 2.1. This Contract consists of the following documents ("Contract Documents"):
 - 2.1.1. State of New Hampshire Terms and Conditions, General Provisions Form P-37
 - 2.1.2. EXHIBIT A Special Provisions
 - 2.1.3. EXHIBIT B Scope of Services
 - 2.1.4. EXHIBIT C Method of Payment
 - 2.1.5. APPENDIX A List of Locations
- 2.2. In the event of any conflict among the terms or provisions of the documents listed above, the following order of priority shall indicate which documents control: (2.1.1.) Form Number P-37 as modified by EXHIBIT A "Special Provisions, (2.1.3.) EXHIBIT B "Scope of Services," (2.1.4.) EXHIBIT C "Method of Payment," and (2.1.5.) APPENDIX A "List of Locations."

3. TERM OF CONTRACT:

- 3.1. The term of the contract shall commence on August 1, 2026, or upon approval of the Governor and Executive Council, whichever is later, through July 31, 2028.
- 3.2. The contract may be extended for up to an additional two (2) years thereafter under the same terms, conditions, and pricing structure upon the mutual agreement between the Contractor and the State with the approval of the Commissioner of the Department of Administrative Services.
- 3.3. The maximum term of the Contract, including all extensions, cannot exceed four (4) years.
- 3.4. The State of New Hampshire reserves the right to add or delete locations/equipment throughout the term of the contract. For the addition of a new location or new equipment, a requesting agency through the Division of Procurement and Support Services shall submit a request for quote (RFQ) including a detailed scope of work to the contractor. Quotes shall be in accordance with pricing and service requirements contained herein and no service shall be performed until documented acceptance by the State is received. The Contract may be amended, by agreement of the parties, effective upon approval of the commissioner of the Department of Administrative Services or designee, without further approval needed by the Governor and Executive Council as long as the price limitation is unchanged or decreased as a result of the new or deleted locations/equipment.

4. NON-EXCLUSIVE CONTRACT:

- 4.1. This Contract is a non-exclusive Contract. The State reserves the right, at its discretion, to retain other Contractors to provide any of the Services or Deliverables identified under this procurement or make an award by item, part or portion of an item, group of items, or total contract.

5. TERMINATION:

- 5.1. The State of New Hampshire shall have the right to terminate the contract at any time with a thirty (30) day written notice to the Contractor.

6. TRANSITION OF AWARDED LOCATIONS AT CONTRACT INCEPTION:

- 6.1. The Contractor relinquishing the location to another Contractor shall work with the agency affected to work out a schedule for picking up their tanks so as not to leave the agency without propane tanks and fuel. Upon picking up the tanks, the Contractor relinquishing the location shall weigh the tanks and credit the agency on their last invoice for any unused propane gas left in the tank at the time of pick up. For tanks too large to weigh, the Contractor shall credit the agency for the unused percentage of fuel in the tank at time of pick up. This credit process shall not apply to existing tanks that transfer ownership from the relinquishing Contractor to the new one.

7. AUDITS AND ACCOUNTING

- 7.1. Contractor shall allow representatives of the State of New Hampshire to have complete access to all records for the purpose of determining compliance with the terms and conditions of this Contract.
- 7.2. At intervals during the contract term, and prior to the termination of the contract, the Contractor may be required to provide a complete and accurate accounting of all products and quantities ordered by each agency and institution and by political sub-divisions and authorized non-profit organizations.

8. PRODUCT TESTING

- 8.1. The State reserves the right to test any product delivered to any of the fuel locations stated within this contract, or any locations added to the contract over its term, for compliance to the product ordered or the specifications and standards herein. If the results of any such test performed determine that the product sold, furnished and delivered to any State location, does not meet the specifications of the product ordered or the specifications and standards established by the State of New Hampshire and/or the Federal Government, the Contractor will be reported to the NH Department of Environmental Services and held responsible for removing the incorrect product from the delivery location, cleaning of the tank if necessary, delivering the correct product and paying all charges associated with the error including the testing procedure. While the error conditions exist, the State reserves the right to purchase said fuel elsewhere charging any additional cost to the Contractor. The Contractor would also be subject to the relative "default" conditions as stated in the Terms and Conditions section of this contract.

9. ENVIRONMENTALLY FRIENDLY PRODUCTS:

- 9.1. In accordance with State of New Hampshire RSA 9-C, the Bureau of Purchase and Property has an obligation to put into practice the interdependent principles of waste reduction, recycling, and recycled products purchasing. Contractors should supply environmentally preferable materials that meet performance requirements wherever practical in the fulfillment of this regulation. Environmentally preferable products and services have characteristics that include, but are not limited to, the following:
 - 9.1.1. Energy or water efficient
 - 9.1.2. Reusable
 - 9.1.3. Recyclable
 - 9.1.4. Contains postconsumer recycled materials
 - 9.1.5. Produces fewer polluting byproducts or safety hazards during manufacture, use, or disposal
 - 9.1.6. Certified by an independent, third-party eco-label (e.g., Green Seal, EcoLogo, etc.)
- 9.2. Suppliers citing environmentally preferred product claims shall follow the Federal Trade Commission's Green Marketing Guidelines and provide proper certification or detailed information on environmental benefits, durability, and recyclable properties.
- 9.3. Whenever possible, Contractors shall eliminate PVC or polystyrene due to environmental and human health concerns. Contractors must notify the State if a product contains mercury and/or PFAS.
- 9.4. To promote fuel efficiency and reduce greenhouse gases and air pollution, Contractors are encouraged to use a SmartWay Transport/Carrier Partner for the shipment or transport of products. A list of SmartWay Transport partners can be found here: <https://www.epa.gov/smartway/smartway-partner-list>.

10. ACCOUNT REPRESENTATIVE:

- 10.1. The Contractor shall assign a dedicated account representative and a backup in their absence who will be responsible for the daily administration of this Contract. The account representative shall be familiar with all Contract requirements to ensure compliance with the terms of the Contract. The account representative shall respond by phone or email to Client Agency inquiries within 24 hours of initial contact or the next business day if after normal business hours. The account representative's responsibilities shall include but not be limited to:
 - 10.1.1. Coordinate business review meeting(s) either virtually or on-site with the State held at a cadence requested by the State.
 - 10.1.2. Provide information and product offerings to bring the latest industry ideas and trends to the State as applicable.

10.1.3. Provide training on the use of the Contractor's portal as needed with no charge to the State.

11. ELIGIBLE PARTICIPANTS

11.1. Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of section 501c of the federal internal revenue code, are eligible to participate under this contract whenever said sub-division or nonprofit agency so desires. These entities are autonomous and may participate at their sole discretion. In doing so, they are entitled to the prices established under the contract. However, they are solely responsible for their association with the Contractor. The State of New Hampshire assumes no liability between the Contractor and any of these entities.

12. ESTABLISHMENT OF ACCOUNTS:

12.1. Each State of New Hampshire agency shall have its own individual customer account number. There may also be instances where divisions or bureaus within an agency will need their own individual customer account numbers. Should any State of New Hampshire agency place an order under the contract, the Contractor agrees to establish an account within three business days from the date the order is placed. However, there shall be no delay in any shipment; the agency shall receive the items ordered in accordance with the delivery time required under this contract, as if an account already exists for the agency.

13. SPECIFICATIONS:

13.1. Complete specifications required are detailed in the SCOPE OF WORK section of this contract.
13.2. The signature of state personnel on shipping documents shall signify the receipt but not the acceptance of the shipment signed for.

14. SCOPE OF WORK:

14.1. Contractor shall supply all labor, tools, transportation, materials, equipment and permits as necessary and required to perform services as described herein.
14.2. If sub-contractors are to be utilized, please include information regarding the proposed sub-contractors including the name of the company, their address, contact person and three references for clients they are currently servicing. Approval by the State must be received prior to a sub-contractor starting any work.
14.3. The Contractor shall not commence work until a conference is held with each agency, at which representatives of the Contractor and the State are present. The conference shall be arranged by the requesting agency (State).
14.4. The State shall require correction of defective work or damages to any part of a building or its appurtenances when caused by the Contractor's employees, equipment or supplies. The Contractor shall replace in satisfactory condition all defective work and damages rendered thereby or any other damages incurred. Upon failure of the Contractor to proceed promptly with the necessary corrections, the State may withhold any amount necessary to correct all defective work or damages from payments to the Contractor.
14.5. The work staff shall consist of qualified persons completely familiar with the products and equipment they shall use. The Contracting Officer may require the Contractor to dismiss from the work such employees as deems incompetent, careless, insubordinate, or otherwise objectionable, or whose continued employment on the work is deemed to be contrary to the public interest or inconsistent with the best interest of security and the State.
14.6. The Contractor or their personnel shall not represent themselves as employees or agents of the State.
14.7. While on State property, employees shall be subject to the control of the State, but under no circumstances shall such persons be deemed to be employees of the State.
14.8. All personnel shall observe all regulations or special restrictions in effect at the State Agency.
14.9. The Contractor's personnel shall be allowed only in areas where services are being performed. The use of State telephones is prohibited.

15. DELIVERY POLICY

15.1. State agencies shall contact Contractor and coordinate deliveries.
15.2. There will be no minimum order whether in item quantity or dollar value associated with this contract

- 15.3. If the Contractor has multiple distribution sites (stores) for this contract, the Contractor will not transfer the management of a location from one store to another without giving the Bureau of Purchase and Property a fifteen (15) day advance written notice.
- 15.4. Some towns and cities may require permits to deliver/install tanks, please note, the agency requesting propane, shall be responsible for the payment of the permit.
- 15.5. Most underground tanks are equipped with 4" tight fill adapters. (Exception: above ground skid tanks.) Delivery trucks should be equipped with appropriate hardware to seal delivery-lines to prevent over-fills and/or spills. If a spill should occur during delivery or Contractor should deliver the wrong product to tanks, the Contractor assumes all responsibility and liability for spill, clean - up and/or cleaning of tank and the delivery driver will report the incident to onsite agency personnel immediately.
- 15.6. Delivery personnel shall unload product at a reasonable pace and rate to allow the flapper valve to perform its function. Over filling of the tank will require the Contractor to return to the site, pump out the overfill and clean out the manhole. All cost associated with correcting the overfill will be the Contractors sole responsibility. Violations of this requirement shall be reported to the State of New Hampshire Department of Environmental Services.
- 15.7. The State of New Hampshire will do everything possible to prevent over ordering, although if a tank is unable to take the full amount ordered, the ordering "agency" will attempt to place the fuel at another location where Contractor has a contract at no additional cost to the State.
- 15.8. All deliveries including tanker loads shall include a bill of lading and / or documentation to identify the type of product left at each delivery. Delivery and load slips must be left at each delivery site. Failure to leave delivery documentation at each delivery site may result in delayed payments for said deliveries.
- 15.9. Delivery slips shall be left at each delivery location. Delivery slip shall indicate at minimum all data stated below.
- 15.9.1. Quantity of product delivered;
 - 15.9.2. Description of product delivered;
 - 15.9.3. Date of delivery;
 - 15.9.4. Tank I.D. number if available;
 - 15.9.5. Delivery location, agency and physical address;
 - 15.9.6. State contract number.
 - 15.9.7. Delivery driver shall make reasonable effort to obtain signature by agency or interested party; if no one is available to sign, driver shall sign delivery slip to include date and time.
- 15.10. All delivery personnel will adopt the following safety procedures when making deliveries to any State location:
- 15.10.1. Exercise caution when maneuvering to avoid damage to containment walls.
 - 15.10.2. Inspect tank, fittings and liquid level indicator prior to filling.
 - 15.10.3. Place drip pans under all hose fittings prior to loading or unloading.
 - 15.10.4. Block truck wheels before starting to load or unload.
 - 15.10.5. Remain with the vehicle while loading or unloading.
 - 15.10.6. Drain loading or unloading line to storage tank when loading or unloading is complete.
 - 15.10.7. Verify that all drain valves are closed before disconnecting loading or unloading lines.
 - 15.10.8. Inspect vehicle before departure to be sure all loading or unloading lines have been disconnected and vent valves are closed.
 - 15.10.9. Immediately report any leakage or spillage to the onsite State personnel.
 - 15.10.10. All delivery vehicles will be equipped with appropriate hardware to seal delivery-line to prevent over-fills and/or spills. If a spill should occur during delivery, the Contractor assumes all physical and

financial responsibility, as well as all liability for any spill. All corrective action will take place within 24 hours upon incident awareness.

15.10.11. Delivery personnel will shut off all electrical devices (cellular phones, pagers etc.) while unloading product.

15.11. Contractor is responsible for replacement of any State property that is damaged by the Contractor's employees or equipment whether as the result of an incident at time of delivery or caused by heating system failure due to late delivery of fuel (building freeze ups). This stipulation applies to call in fuel requests exceeding the delivery time stated within and "automatic delivery" specified locations stated herein.

16. DELIVERY – "WILL CALL" OR "AUTOMATIC":

16.1. There are locations stated on the attached location sheets that require "automatic delivery" and some do not. If they are not marked as automatic delivery, it shall be assumed they are will call locations.

16.2. Agencies wishing to change location delivery status from will call to automatic delivery shall contact the Contractor in writing and request the delivery format change. Agencies shall also provide the necessary previous delivery history data.

17. DELIVERY - AUTOMATIC REQUIREMENTS – CONTRACTOR RESPONSIBILITIES:

17.1. The Contractor shall manage the fuel levels in each automatic delivery required location. The tank(s) shall be managed in such a manner that the individual tank will not run out of fuel. If for any reason a tank runs dry, the Contractor will be responsible to:

17.1.1. Immediately refuel tank.

17.1.2. Restart any or all boilers / furnaces and or water heaters affected and perform any boiler / furnace maintenance required due to the fuel outage.

17.1.3. Accept and process claims for damage caused to the building because of loss of heat such as, broken pipes, frozen coils, water damage, etc.

18. DELIVERY - AUTOMATIC REQUIREMENTS – STATE AGENCY RESPONSIBILITIES:

18.1. To assist in a smooth delivery operation (especially at the beginning of a new contract with a new delivery company), the ordering agency shall provide the Contractor with one (1) year's previous delivery history data so the Contractor may provide the delivery service in an accurate and efficient manner. This history data is available by request from the previous contracted Contractor.

18.2. Agencies shall monitor their fuel tank consumption for the first four (4) months of a new contract to be sure they do not run out while the "automatic delivery" program builds a consumption history.

19. DELIVERY TIME:

19.1. The Contractor shall be required to accomplish delivery of any item ordered under the contract within 72 hours from the placement of the order. If a delivery cannot be made within the 72 hours after order receipt, the Contractor will contact the ordering agency and work to achieve a mutually beneficial delivery time.

19.2. Weekends and holidays are NOT exempt from the stated delivery schedule and it is understood that the Contractor is a 365-day delivery operation.

19.3. Unless otherwise specified herein, all services/deliveries performed under this Contract(s) shall be performed between the hours of 7:30 AM and 4:00 PM for State business days, unless other arrangements are made in advance with the State. Any deviation in work hours shall be pre-approved by the Contracting Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges shall be paid for any off-hour work.

19.4. The use of a private carrier to make delivery does not relieve the Contractor from the responsibility of meeting the delivery requirement.

19.5. Contractor further agrees to deliver in less time in case of emergencies to the best of their ability. If delivery requirements are not met, the State reserves the right to purchase elsewhere, charging any additional costs back to the Contractor.

20. DELIVERY LOCATIONS

- 20.1. The State reserves the right to make additions or deletions to the list of delivery points and to increase or decrease the estimated quantity of propane fuel, as it may deem necessary, during the contract period.
- 20.2. APPENDIX A List of Locations contains the current State of New Hampshire agency/institution locations which are serviced under this contract. The State of New Hampshire reserves the right to add locations to this list at the contract prices or to delete locations, as needed. This listing does not include any eligible participants.

21. WARRANTY REQUIREMENTS

- 21.1. The Contractor shall be required to provide warranties on all equipment provided by the Contractor for a period of not less than one (1) year or the manufacturer's standard warranty period, whichever is greater, commencing on the date that the equipment is received, inspected, and accepted by the State of New Hampshire. The warranty shall cover 100% of repair or replacement costs, including all parts, shipping, labor, travel, lodging, and expenses.

22. USAGE REPORTING:

- 22.1. The Contractor shall submit a quarterly and annual usage report for analysis for each state agency or eligible participant. Reports are due no later than 30 days after the end of each calendar quarter to the Bureau of Purchase and Property, Devin Lahey and sent electronic to Devin.M.Lahey@DAS.NH.Gov. At a minimum, the Report shall include:
- 22.1.1. Contract Number
 - 22.1.2. Utilizing Agency and Eligible Participant
 - 22.1.3. Services/Products Purchased (showing the manufacturer, item, part number, and the final cost.)
 - 22.1.4. Recycling documentation with respect to content used in the manufacture, development and distribution process of goods and services sold. This report shall include but not be limited to:
 - 22.1.4.1. Percentage of recycled materials contained within finished products
 - 22.1.4.2. Percentage of waste recycled throughout the manufacturing process
 - 22.1.4.3. Types and volume of packaging used for transport
 - 22.1.4.4. Any associated material avoided and/or recycled as applicable under contract
 - 22.1.4.5. A standardized reporting form will be provided after contract award
 - 22.1.5. Total Cost of all Services/Products Purchased. Ability to sort by agency/eligible participant.
 - 22.1.6. In Excel format

23. OBLIGATIONS AND LIABILITY OF THE CONTRACTOR:

- 23.1. The Contractor shall provide all services strictly pursuant to, and in conformity with, the specifications described in State RFB #3132-27, as described herein, and under the terms of this Contract.
- 23.2. It is the responsibility of the Contractor to maintain this contract and New Hampshire Vendor Registration with up to date contact information.
- 23.3. Contract specific contact information (Sales contact, Contractor contract manager, etc.) shall be sent to the State's Contracting Office listed in Box 1.9 of Form P-37.
- 23.4. Additionally, all updates i.e., telephone numbers, contact names, email addresses, W9, tax identification numbers are required to be current through a formal electronic submission to the Bureau of Purchase and Property at: [https://das.nh.gov/purchasing/vendorregistration/\(S\(q0fzev55qhaeqs45jpyq5i45\)\)/welcome.aspx](https://das.nh.gov/purchasing/vendorregistration/(S(q0fzev55qhaeqs45jpyq5i45))/welcome.aspx).
- 23.5. The Contractor shall agree to hold the State of NH harmless from liability arising out of injuries or damage caused while performing this work. The Contractor shall agree that any damage to building(s), materials, equipment, or other property during the performance of the service shall be repaired at its own expense, to the State's satisfaction.
- 23.6. The Contractor shall not be allowed to require any other type of order, nor shall the Contractor be allowed to require the filling out or signing of any other document by State of New Hampshire personnel.

24. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS:

24.1. The Contractor certifies, by signature of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

25. CONFIDENTIALITY & CRIMINAL RECORD:

25.1. If requested by the using agency, the Contractor and its employees, and Sub-Contractors (if any), shall be required to sign and submit a Confidential Nature of Department Records Form and a Criminal Authorization Records Form. These forms shall be submitted to the individual using agency prior to the start of any work.

EXHIBIT C - METHOD OF PAYMENT

26. CONTRACT PRICE:

- 26.1. The Contractor hereby agrees to provide Propane Supply and Delivery in complete compliance with the terms and conditions specified in Exhibit B for an amount up to and not to exceed a price of \$1,475,000.00; this figure shall not be considered a guaranteed or minimum figure; however, it shall be considered a maximum figure from the effective date through the expiration date as indicated in Form P-37 Block 1.7.

27. PRICING STRUCTURE:

- 27.1. Prices shall remain firm for the entire contract period and shall be in US dollars and shall include delivery and all other costs required by this Contract. Special charges, surcharges (including credit card transaction fees), or fuel charges of any kind (by whatever name) may not be added on at any time.

27.2. Pricing

Propane supply and delivery (District 4 Fixed Locations)	\$1.415/gallon
Propane supply and delivery (District 5 Fixed Locations)	\$1.445/gallon
Propane supply and delivery (District 6 Fixed Locations)	\$1.490/gallon

28. PRICE ADJUSTMENTS:

- 28.1. The State will allow increases or require decreases in the fixed price stated equal to the value of the fee or tax if such increases or decreases occur after the award of the contract and are instituted by the State of federal government. This shall also apply to the PERC fee.
- 28.2. The State of New Hampshire Department of Administrative Services shall provide a Certificate of Exemption with respect to State purchases to the Contractor in support of a claim for credit or payment under section 6427 of the Internal Revenue Code. The supplied exemption certificates shall not apply to entities that choose to participate under the RSA 21-I provision.
- 28.3. The State will accept pass-through costs for energy-based tariffs. Tariffs shall be listed as an itemized cost on all invoices. The State reserves the right to reject any invoices where tariff costs are included but not itemized.
- 28.4. Price decreases shall become effective immediately as they become effective to the general trade.
- 28.5. Updated Published Price List MUST be emailed to Devin.M.Lahey@das.nh.gov.

29. CONTRACTOR'S BALANCE OF PRODUCT LINE ITEMS:

- 29.1. The items in the Offer Section include the items most commonly purchased by State of New Hampshire agencies and shall be used for award purposes. During the term of contract, the State may purchase other items that relate to the product/categories represented herein from the Contractor's Balance of Product Line. All items ordered shall include all shipping/charges as specified above in "Pricing Structure".

30. INVOICE:

- 30.1. Invoices shall be submitted to the corresponding State agency after completion of work/acceptance of delivery.
- 30.2. Invoicing shall be done to the Agency Remit Account on the basis of each order completed. Invoices shall clearly indicate the quantity, description, packaging, date delivered, and contract price. Invoicing for eligible participants shall be in accordance with their individual requirements.
- 30.3. It will be the responsibility of the Contractor to see that all invoices are complete and priced accurately per the terms, conditions and format of the contract. Inaccurate or incomplete invoices will be returned to the Contractor with a request for a new accurate and complete invoice. The State will make all efforts to pay all accurate and complete invoices within the payment term stated within this contract; however, errors within the original invoice will relieve the State of the original net-30 term time frame for payment.
- 30.4. Contractor is allowed to pass on any discounts to the State of New Hampshire. Any invoices with pricing lower than the "OPIS Propane Daily" posting plus mark-up shall be considered a discount, unless notification to the agency, and a revised invoice, are not provided within 5 business days.
- 30.5. Invoices shall indicate all data stated below at minimum:

- 30.5.1. Proper remit address
- 30.5.2. Description of product delivered
- 30.5.3. Date of delivery
- 30.5.4. Tank I.D. number if available
- 30.5.5. Delivery location, agency and physical address
- 30.5.6. State contract reference number
- 30.5.7. Contract price per gallon, index price plus (mark up or fixed as stated in offer section), on date of delivery
- 30.5.8. PERC fee charged
- 30.5.9. Contractor may offer a cash discount for earlier payment on invoices
- 30.6. When deliveries are required on weekends invoices for those delivery dates will be calculated against the posted journal price on the previous Friday. Weekends are defined between the hours of 12:01 AM Saturday and 12:00 PM midnight Sunday. If deliveries occur on a holiday that falls in the middle of the week (EXAMPLE: THANKSGIVING IS OBSERVED ON A THURSDAY), invoices for those delivery dates will be calculated against the posted price on the previous business day. The State of New Hampshire observes the following holidays:
 - 30.6.1. New Years Day
 - 30.6.2. Martin Luther King Day
 - 30.6.3. Presidents Day
 - 30.6.4. Memorial Day
 - 30.6.5. Independence Day
 - 30.6.6. Labor Day
 - 30.6.7. Veteran's Day
 - 30.6.8. Thanksgiving Day
 - 30.6.9. Day after Thanksgiving
 - 30.6.10. Christmas Day

31. PAYMENT:

- 31.1. Payments shall be made via ACH or Procurement Card (P-card = Credit Card) unless otherwise specified by the state of New Hampshire. Use the following link to enroll with the State Treasury for ACH payments: <https://www.nh.gov/treasury/state-vendors/index.htm>. Eligible participants shall negotiate their own payment methods with the Contractor.
- 31.2. Payment shall not be due until 30 days after the properly itemized invoice has been received at the agency business office or all items have been delivered, inspected, and accepted by the agency, whichever is later.

Legend:		Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate					
APPENDIX A - District Locations		South Coast		North Coast		North Coast					
Department	Location	Contact Person and Telephone	Physical Address	Remote Address	Fuel ID	Fuel Type	Installation	Gate Quantity	Gate Size (Gallons)	Gate Price (Gallons)	Unit
DMAVS	Hillsborough Readiness Center	Adam Sheldon 603-715-5975	140 West Main Street Hillsborough	DMAVS Business Office 4 Pembroke Road Concord, NH 03301		Propane	Underground	1	1,000	8,500	State
DMAVS	Hillsborough FMS	Adam Sheldon 603-715-5975	140 West Main Street Hillsborough	DMAVS Business Office 4 Pembroke Road Concord, NH 03301		Propane	Underground	2	1,000	9,900	State
DNCR	Bear Brook State Park	Christina Paucik 603-892-5004	Office Store 1 Lower Road Allenstown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	3	1,000	3,000	Vendor
DNCR	Washington-Pillsbury State Park	Erik Nelson 603-724-4497	100 Pillsbury Park Road Washington	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	250	250	Vendor
DNCR	Washington-Pillsbury State Park Generator	Erik Nelson 603-724-4497	100 Pillsbury Park Road Washington	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	125	125	Vendor
DNCR	Pitcher Mountain Fire Tower	Justin Bellen 603-271-2214	Route 123 North Stoddard	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	16	100	700	Vendor
DNCR	Jaffery-Mondanock State Park Residence	Will Kirkpatrick 603-532-8862	116 Poole Road Jaffrey	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	120	250	Vendor
DNCR	Jaffery-Mondanock State Park Workshop	Will Kirkpatrick 603-532-8862	116 Poole Road Jaffrey	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	120	250	Vendor
DNCR	Jaffery-Mondanock State Park Store	Will Kirkpatrick 603-532-8862	116 Poole Road Jaffrey	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	120	400	Vendor
DNCR	Jaffery-Mondanock State Park Toilet Building	Will Kirkpatrick 603-532-8862	116 Poole Road Jaffrey	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	1,000	1,000	Vendor

Legend:		Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate					
Department	Location	Contact Person and Telephone	Physical Address	Remit Address	Table ID	Gate Type	Gate Location	Gate Quantity	Gate Size (Gallons)	Estimated Gate Price (\$/Gallon)	Supplier
DNCR	Jaffrey-Monadnock State Park Gilson Pond Campground	Will Kirkpatrick 603-532-8862	Gilson Pond Campground Jaffrey	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	1,000	500	Vendor
DNCR	Greenfield State Park Shower Building #12	Tara Blaney 603-485-1031	Campground Road Greenfield	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	1,000	2,000	Vendor
DNCR	Peterborough-Shield Forest Learning Center (Green Barn)	AJ Dupere 603-431-6774	397 Old Street Road Peterborough	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	100	900	Vendor
DNCR	Chersterfield Gorge State Park	Tara Blaney 603-485-1031	1823 Route 9 Chesterfield	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	250	500	Vendor
DOS	Miller Park	Joshua Mann 603-271-2421	239 Miller Park Road Peterborough	33 Hazen Drive 911 Concord, NH 03301		Propane	Above Ground	1	500	125	Vendor
DOS	Hyland Hill	Joshua Mann 603-271-2421	376 Hyland Hill Road Westmoreland	33 Hazen Drive 911 Concord, NH 03301		Propane	Above Ground	7	100	125	Vendor
DOT Highway Maintenance	Swansey District Office	Shauna Chamberlain 603-352-2300	Barn 406 19 Base Hill Road Swansey	DOT District #4 19 Base Hill Road Swansey, NH 03446		Propane	Above Ground	4	100	-	Vendor
DOT Highway Maintenance	Swansey District Office	Shauna Chamberlain 603-352-2300	Barn 406 19 Base Hill Road Swansey	DOT District #4 19 Base Hill Road Swansey, NH 03446		Propane	Above Ground	1	250	1,000	Vendor
DOT Highway Maintenance	Swansey District Office	Shauna Chamberlain 603-352-2300	District Office 19 Base Hill Road Swansey	DOT District #4 19 Base Hill Road Swansey, NH 03446		Propane	Above Ground	2	1,000	4,000	Vendor
DOT Highway Maintenance	Swansey District Office	Shauna Chamberlain 603-352-2300	Warehouse 19 Base Hill Road Swansey	DOT District #4 19 Base Hill Road Swansey, NH 03446		Propane	Above Ground	2	120	450	Vendor

Legend:		Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate	
Department	Location	Contact Person and Telephone	Physical Address	Remit Address	Tank ID	Delivery Method	Quantity
DAS	Concord State Surplus	Jason Wright 603-271-3241	144 Clinton Street Concord	NH Administrative Services Room 418 25 Capitol Street Concord, NH 03301		Propane	1
DAS	Federal Surplus Warehouse	Jason Wright 603-271-3241	144 Clinton Street Concord	NH Administrative Services Room 418 25 Capitol Street Concord, NH 03301		Propane	1
DES	DES Dams Bureau	Andrew Stout 603-419-9222 Gail Timmins 603-271-7868	72 Silk Farm Road Concord	NHDES PO Box 95 29 Hazen Drive Concord, NH 03302	7370, 7375	Propane	2
DES	DES Spill Response/Watershed	W. Gardner Warr 603-271-3440 David Nellis 603-271-8865	70 Silk Farm Road Concord	NHDES PO Box 95 29 Hazen Drive Concord, NH 03302	24499638	Propane	1
DES	Ossipee Lake Dam	Gail Timmins 603-271-7868	Iron Works Road Effingham	NHDES PO Box 95 29 Hazen Drive Concord, NH 03302		Propane	2
DMAVS	AASF	Jake McLarky 603-225-1387	26 Regional Drive Concord	DMAVS Business Office 4 Pembroke Road Concord, NH 03301		Propane	4
DMAVS	Milford Readiness Center Addition	Adam Sheldon 603-715-5975	152 Osgood Road Milford	DMAVS Business Office 4 Pembroke Road Concord, NH 03301		Propane	2
DNCR	Bear Brook State Park Manager House	Christina Barton 603-485-9869 or 603-485-2034	10 Podunk Road Allentown	NH DNCR C/O Christina Barton 10 Podunk Road Allentown, NH 03275		Propane	1
DNCR	Bear Brook State Park DD+M Shop	Randall Duquette 603-931-2661	157 Deerfield Road Allentown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	3
DNCR	Bear Brook State Park Warehouse	Dave Kullgren 603-227-8739	157 Deerfield Road Allentown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	1
DNCR	Mount Kearsarge	Justin Bellen 603-271-2214	Kearsarge Road	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	1

Legend:		Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate					
		SUNH Contract 3013886		APPENDIX A - District 5 Location List							
Department	Location	Contact Person and Telephone	Physical Address	Remit Address	Tank ID	Fuel Type	Work Location	Tank Quantity	Tank Size (Gallons)	Estimated Annual Fuel (Gallons)	Supplier
DNCR	Bear Brook State Park Bath House 1	Christina Barton 603-485-9869 or 603-485-2034	Beach Road Allentown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	500	1,000	Vendor
DNCR	Bear Brook State Park Bath House 3	Christina Barton 603-485-9869 or 603-485-2034	1 Campground Road Allentown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	500	1,000	Vendor
DNCR	Bear Brook State Park Store	Christina Barton 603-485-9869 or 603-485-2034	1 Lower Road Allentown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	500	1,000	Vendor
DNCR	Pisgah State Park Horseshoe Road Garage	Kim Nilsen 603-439-7587	Horseshoe Road Allentown	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	250	1,500	Vendor
DOC	Concord Central Warehouse Forklift	Robert Bennett 603-668-6137	3 McGuire Street Concord	NH Department of Corrections PO Box 1806 Concord, NH 03302		Propane	Above Ground	6	10	200	Vendor
DOS	Warner Hill	Joshua Mann 603-271-2421	2 Wardens Way Derry	33 Hazen Drive 911 Concord, NH 03301		Propane	Above Ground	1	500	100	Vendor
DOS	Fire Standards Maintenance Building	James Minery 603-419-9451	98 Smokey Bear Boulevard Concord	Fire Standards & Training 33 Hazen Drive Concord, NH 03305		Propane	Above Ground	1	1,000	5,000	Vendor
DOS	Fire Standards Drilling	James Minery 603-419-9451	98 Smokey Bear Boulevard Concord	Fire Standards & Training 33 Hazen Drive Concord, NH 03305		Propane	Above Ground	1	15,000	30,000	State
DOS	Fire Standards ARFF Site	James Minery 603-419-9451	98 Smokey Bear Boulevard Concord	Fire Standards & Training 33 Hazen Drive Concord, NH 03305		Propane	Above Ground	1	30,000	70,000	State
DOS	State Police Troop D	Lieutenant Mike Commerford 603-223-8496	139 Iron Works Road Concord	B&P 33 Hazen Drive Concord, NH 03305		Propane	Above Ground	2	1,000	6,800	Vendor
DOS	State Police Troop B	Lieutenant Brian Trask 603-223-8364	16 Eastpoint Drive Bedford	B&P 33 Hazen Drive Concord, NH 03305		Propane	Above Ground	2	1,000	3,700	Vendor

Legend:			Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate	
Department	Location	Contact Person and Telephone	Physical Address	Reorder Address	Tank ID	Propane Delivery Location	Tank Quantity (Gallons)	Supplier
DOT Bridge Maintenance	Beford Crew 14	Rick McAllister 603-419-0484	8 Eastpoint Drive Beford	DOT Bridge Maintenance PO Box 483 Concord, NH 03303		Propane Above Ground	1 500	Vendor
DOT Bridge Maintenance	Allenstown Bridge Maintenance	Reed Deinhardt 603-396-4645	269 River Road Allenstown	DOT Bridge Maintenance PO Box 483 Concord, NH 03304		Propane Above Ground	2 250	Vendor
DOT Highway Maintenance	Derry Patrol Shed 528	Gary Clifford 603-666-3336	41B Kendall Pond Road Derry	NH DOT District 5 16 East Point Drive Bedford, NH 03110		Propane Above Ground	3 1,000	Vendor
DOT Highway Maintenance	Salem Patrol Shed 514	Gary Clifford 603-666-3336	54 Shadow Lake Road Salem	NH DOT District 5 16 East Point Drive Bedford, NH 03110		Propane Above Ground	2 1,000	Vendor
DOT Highway Maintenance	Manchester Patrol Shed 527	Gary Clifford 603-666-3336	25 Route 101E Manchester	16 East Point Drive Bedford, NH 03110		Propane Above Ground	2 1,000	Vendor
DOT Traffic Maintenance	Bow-Hackett Hill Radio Site Generator	David Chase 603-271-6862	100 South Bow Road Bow	NH Department of Transportation Traffic Management Center PO Box 483 Concord, NH 03301		Propane Above Ground	1 120	State
DOT Traffic Maintenance	Traffic Forklifts	Bill McGraw 603-271-6304	18 Smokey Bear Boulevard Concord	DOT Traffic Maintenance 18 Smokey Bear Boulevard PO Box 483 Concord, NH 03302		Propane Above Ground	18 40	State
DOT Traffic Maintenance	Traffic Propane Shed	Bill McGraw 603-271-6304	18 Smokey Bear Boulevard Concord	DOT Traffic Maintenance 18 Smokey Bear Boulevard PO Box 483 Concord, NH 03302		Propane Above Ground	8 100	State
DOT Traffic Maintenance	Traffic Propane Shed	Bill McGraw 603-271-6304	18 Smokey Bear Boulevard Concord	DOT Traffic Maintenance 18 Smokey Bear Boulevard PO Box 483 Concord, NH 03302		Propane Above Ground	17 20	State
DOT Traffic Maintenance	Traffic Stand-By Generator	Peter Crouch 603-271-2291	I-93 Exit 13 Southbound/US 3	DOT Turnpikes PO Box 2950 Concord, NH 03302		Propane Underground	1 500	State
DOT Turnpikes	Hooksett Main Tolls	Sam Newsom 603-485-3806	36 Hackett Hill Hooksett	DOT Turnpikes PO Box 2950 Concord, NH 03302		Propane Above Ground	3 1,000	State

Legend:			Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate			
			SONH Contract 8013886		APPENDIX A - District Location List					
Department	Location	Contact Person and Telephone	Physical Address	Remit Address	Unit ID	Fuel Type	Unit Quantity	Unit Cost (\$1000)	Estimated Annual Cost (\$1000)	Unit Supplier
Fish & Game	Millford Fish Hatchery	Theresa Rogers 603-673-1416	North River Road Millford	Fish & Game Business Office 11 Hazen Drive Concord, NH 03301		Propane	1	120	240	Vendor
Fish & Game	Millford Fish Hatchery	Theresa Rogers 603-673-1416	North River Road Millford	Fish & Game Business Office 11 Hazen Drive Concord, NH 03301		Propane	2	1,000	2,000	Vendor
Fish & Game	Millford Fish Hatchery	Theresa Rogers 603-673-1416	North River Road Millford	Fish & Game Business Office 11 Hazen Drive Concord, NH 03301		Propane	1	500	1,000	State
HHS Youth Services	Manchester YDC	Ron Laflamme 603-625-5471 x311	1056 North River Road Manchester	NH DJIS Accounts Payable 1056 North River Road Manchester, NH 03104		Propane	1	500	500	Vendor
Liquor Commission	New London Liquor Store #64	Annie Bullis 603-230-7045	293 Newport Road New London	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	1	1,000	3,000	State
Liquor Commission	Epsom Liquor Store #83	Annie Bullis 603-230-7045	1912 Dover Road Epsom	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	1	1,000	3,000	Vendor
Liquor Commission	Warner Liquor Store #82	Annie Bullis 603-230-7045	14 Nichols Mills Lane Warner	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	1	1,000	3,000	Vendor
Liquor Commission	Raymond Liquor Store #62	Annie Bullis 603-230-7045	Raymond Shopping Center Route 27 Raymond	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	1	500	1,000	State
Liquor Commission	Brookline Liquor Store #22	Annie Bullis 603-230-7045	44A Route 13 Brookline	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	1	1,000	4,000	Vendor
Liquor Commission	Concord Liquor Store #85	Annie Bullis 603-230-7045	11 Merchants Way Concord	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	1	1,000	6,000	Vendor
NH Employment Security	Salem Office	Robin Untiet 603-223-2338	29 South Broadway Salem	Employment Security Fiscal Management 45 South Fruit Street Concord, NH 03301		Propane	1	1,000	2,500	State

Legend:		Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate			
		SONH Contract#6003836		APPENDIX A - District Locations East					
Department	Location	Contact Person and Telephone	Physical Address	Remit Address	Item Type	Item Quantity	Item Size (Gallons)	Estimated Annual Quantity (Gallons)	Supply Source
DAS Court Facilities	Rockingham County Superior Court	Jonathan Barnard 603-582-5886	#10 Route 125 Brentwood	NH Admin Services Court Facilities Room 115 25 Capitol Street Concord, NH 03301	Propane	1	18,000	60,000	State
DHHS	Hampstead Hospital	Aaron Stuart 603-329-5311	218 East Road Hampstead	Hampstead Hospital 218 East Road Hampstead, NH 03841	Propane	1	1,000		Vendor
DHHS	Hampstead Hospital	Aaron Stuart 603-329-5311	218 East Road Hampstead	Hampstead Hospital 218 East Road Hampstead, NH 03841	Propane	1	1,000		Vendor
DHHS	Hampstead Hospital	Aaron Stuart 603-329-5311	218 East Road Hampstead	Hampstead Hospital 218 East Road Hampstead, NH 03841	Propane	1	500	10,000	Vendor
DHHS	Hampstead Hospital	Aaron Stuart 603-329-5311	218 East Road Hampstead	Hampstead Hospital 218 East Road Hampstead, NH 03841	Propane	1	500		Vendor
DHHS	Hampstead Hospital	Aaron Stuart 603-329-5311	218 East Road Hampstead	Hampstead Hospital 218 East Road Hampstead, NH 03841	Propane	1	500		Vendor
DMAVS	Portsmouth Readiness Center	Kevin Colwell 603-507-9884	801 McGee Drive Portsmouth	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301	Propane	1	1,000	7,000	State
DMAVS	Portsmouth-Pease Trade Port Building #146	Russell Bellotie 603-430-2418	Pease Trade Port ANGB	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301	Propane	1	1,000	2,000	Vendor
DMAVS	Portsmouth-Pease Trade Port Building #157	Russell Bellotie 603-430-2418	Pease Trade Port ANGB	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301	Propane	1	250	500	Vendor
DMAVS Center Strafford Training Site	Building #5 Mess Hall and 2 Generators	Kevin Colwell 603-507-9884	19 Austin Gate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301	Propane	1	1,000	5,000	Vendor
DMAVS Center Strafford Training Site	Building #6 Thomas Hall	Kevin Colwell 603-507-9884	19 Austin Gate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301	Propane	1	1,000	5,000	Vendor

Legend:			Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate			
			So NH Contact: 800-389-5555 APPENDIX A - District Location List							
Department	Location	Coordinating Person and Telephone	Physical Address	Route Address	Tank ID	Release Type	Tank Location	Tank Quantity	Estimated Annual Gas Usage (Gallons)	Supplier
DMAVS Center Strafford Training Site	Building #8 Skills	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Underground	1	1,000	Vendor
DMAVS Center Strafford Training Site	Building #9 Maintenance-	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	250	Vendor
DMAVS Center Strafford Training Site	Building #10/11 EST	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Underground	1	1,000	Vendor
DMAVS Center Strafford Training Site	Building #12 EST	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Underground	1	1,000	Vendor
DMAVS Center Strafford Training Site	Building #4 Lower FOSS	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	250	Vendor
DMAVS Center Strafford Training Site	Building #2 Upper FOSS	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	250	Vendor
DMAVS Center Strafford Training Site	Building #3 McClean	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	250	Vendor
DMAVS Center Strafford Training Site	Building #1 Administration	Kevin Colwell 603-507-9884	19 Austin Cate Drive Strafford	Adjutant General Business Office 4 Pembroke Road Concord, NH 03301		Propane	Underground	2	1,000	Vendor
DNCR	Rye-Wallis Sands Stand-By Generator	Ryan Klink 603-545-2139	900 Ocean Boulevard Route 1A Rye	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	2	125	Vendor
DNCR	Portsmouth-Wentworth State Park Coolidge Mansion	Ben Wilson 603-271-3556	397 Little Harbor Road Portsmouth	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	500	Vendor
DNCR	Kingston State Park	Tara Blaney 603-485-1031	124 Mant Street Kingston	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301		Propane	Above Ground	1	250	Vendor

Legend:			Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate			
Department	Location	Contact Person and Telephone	Physical Address	Remit Address	Equipment	Installation	Quantity	Unit Size (Gallons)	Estimated Annual Cost (Gallons)	Supplier
DNCR	Rye-Ordison State Park Science Center	Ryan Klink 603-545-2139	570 Ocean Boulevard Rye	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	2	1,000	1,000	Vendor
DNCR	Rye Harbor State Park Ragged Neck Cottage	Ryan Klink 603-545-2139	1730 Ocean Boulevard Rye	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	2	120	-	Vendor
DNCR	Rye-Wallis Sands Shower Building	Ryan Klink 603-545-2139	900 Ocean Boulevard Route 1A Rye	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	2	125	500	Vendor
DNCR	Nottingham- Pawtuckaway State Park Toilet Building #6	Dave Richardson 603-895-3031	128 Mountain Road Nottingham	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	1	300	1,200	Vendor
DNCR	Nottingham- Pawtuckaway State Park Toilet Building #5	Dave Richardson 603-895-3031	128 Mountain Road Nottingham	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	1	300	1,200	Vendor
DNCR	Nottingham- Pawtuckaway State Park Toilet Building #5	Dave Richardson 603-895-3031	128 Mountain Road Nottingham	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	1	300	1,200	Vendor
DNCR	Portsmouth- Wentworth Coolidge Mansion State Historic Site	Matthew Flanders 603-271-3238	375 Little Harbor Road Portsmouth	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	1	500	500	Vendor
DNCR	Bathroom Buildings Horse Island Camping Area	Dave Richardson 603-895-3031	7 Pawtuckaway Road Nottingham	NH DNCR Business Office 172 Pembroke Road Concord, NH 03301	Propane	Above Ground	1	500	2,000	Vendor
DOS	Blue Job	Joshua Manta 603-271-2471	968 First Crown Point Farmington	Concord, NH 03301 911 B&PA	Propane	Above Ground	8	100	210	State
DOS	State Police Troop A	Lieutenant John Hennessey 603-223-8490	315 Calef Highway Route 101 Epping	Concord, NH 03305 Support Services 10 Hazen Drive Concord, NH	Propane	Above Ground	1	1,000	3,000	Vendor
DOS	State Police Troop A	Lieutenant John Hennessey 603-223-8490	315 Calef Highway Route 101 Epping		Propane	Above Ground	1	500	400	State

Legend:		Blue Font - Automatic Delivery		Red Font - Seasonal Delivery (May-Oct)		Green Font - Call Prior to Delivery to Have Gate	
Department		Location		Contact Person and Telephone		SONH Contract 8003886	
		Physical Address		Remit Address		Frank ID	
DOT Highway Maintenance	Lee Patrol Shed #605	Mike Lavoie 603-868-1133	65 Pinkham Road Lee	NH DOT District #6 PO Box 740 Durham, NH 03824		Propane	Above Ground
DOT Highway Maintenance	Exeter Patrol Shed #607	Ken Mailhot 603-868-1133	253 Epping Road Exeter	NH DOT District #6 PO Box 740 Durham, NH 03824		Propane	Above Ground
DOT Highway Maintenance	Strafford Patrol Shed #602	Mike Lavoie 603-868-1133	1011 Parker Mountain Road Strafford	NH DOT District #6 PO Box 740 Durham, NH 03824		Propane	Above Ground
DOT Highway Maintenance	North Hampton Patrol Shed #612	Ken Mailhot 603-868-1133	143 South Road North Hampton	NH DOT District #6 PO Box 740 Durham, NH 03824		Propane	
DOT Highway Maintenance	Northwood Patrol Shed #604	Mike Lavoie 603-868-1133	1159 First NH Turnpike Northwood	NH DOT District #6 PO Box 740 Durham, NH 03824		Propane	
DOT Traffic Maintenance	Traffic Stand-By Generator	Peter Crouch 603-271-2291	Route 101/108 Intersection Stratham	NH DOT TTRAFFIC 18 SMOKEY BEAR BLVD PO BOX 483 CONCORD, NH 03302		Propane	Underground
DOT Turnpikes	Hampton Brine Maintenance	Sam Newsom 603-485-3806	2 Liberty Lane West Hampton	NH DOT Turnpikes PO Box 2950 Concord, NH 03302		Propane	Above Ground
Fish & Game	Brentwood-UNH DER Farm	Colonel Kevin Jordan 603-271-3128	287 South Road Brentwood	NH Fish & Game 11 Hazen Drive Concord, NH 03301		Propane	Above Ground
Fish & Game	Great Bay Discovery Center	Cory Riley 603-868-1095	69 Depot Road Greenland	NH Fish & Game 11 Hazen Drive Concord, NH 03301	1179142	Propane	Above Ground
Liquor Commission	Someworth Liquor Store #13	Annie Bullis 603-230-7045	481 High Street Somersworth	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	Above Ground
Liquor Commission	Hampton Liquor Store #76	Annie Bullis 603-230-7045	1-95 North Hampton	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	Above Ground
Liquor Commission	Epping Liquor Store #76	Annie Bullis 603-230-7045	4 Calef Highway Route 101 Epping	NH Liquor Commission Accounts Payable PO Box 503 Concord, NH 03302		Propane	Above Ground

State of New Hampshire

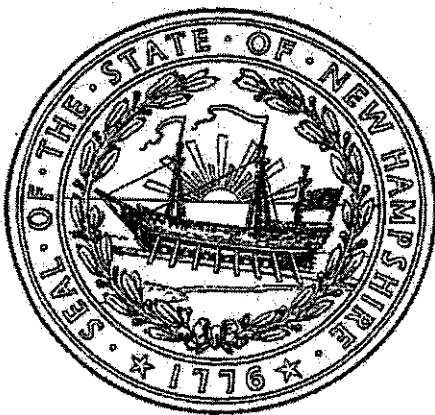
Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that DILEO GAS, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on May 02, 2023. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 930798

Certificate Number: 0007941313



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 3rd day of June A.D. 2026.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

Corporate Resolution

I, Paul DiLeo, hereby certify that I am a duly elected
(Print First and Last Name)
Clerk/Secretary/Officer of DiLeo Gas, Inc.. I hereby certify the
(Name of Corporation)
following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly
called and held on June 1, 2026, at which a quorum of the Directors/shareholders were
(Month Day, Year)
present and voting.

VOTED: That Harry DiLeo, President (may list more than one person) is
(Printed Name and Title)
duly authorized to enter into contracts or agreements on behalf of

DiLeo Gas, Inc. with the State of New Hampshire and any of
(Name of Corporation)
its agencies or departments and further is authorized to execute any documents
which may in his/her judgment be desirable or necessary to affect the purpose of
this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force
and effect as of the date of the contract to which this certificate is attached. This authority
remains valid for thirty (30) days from the date of this Corporate Resolution. I further certify
that it is understood that the State of New Hampshire will rely on this certificate as evidence that
the person(s) listed above currently occupy the position(s) indicated and that they have full
authority to bind the corporation. To the extent that there are any limits on the authority of any
listed individual to bind the corporation in contracts with the State of New Hampshire, all such
limitations are expressly stated herein.

DATED: 6/1/26

ATTEST:


(Signature)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/4/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Strategic Risk Transfers Inc P.O. Box 639 Somers CT 06071		CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 508-304-6106 FAX (A/C, No): 508-304-6107 E-MAIL ADDRESS: scott@strtfns.com																									
INSURED Dileo Gas, Inc. & Dileo Gas Propane, LLC 630 Sunderland Rd Worcester MA 01604-1439		INSURER(S) AFFORDING COVERAGE <table border="1"><tr><td>INSURER A:</td><td>United States Fire Insurance Company</td><td>NAIC #</td><td>21113</td></tr><tr><td>INSURER B:</td><td>Lloyds of London</td><td></td><td></td></tr><tr><td>INSURER C:</td><td>Crum & Forster Indemnity Company</td><td></td><td>31348</td></tr><tr><td>INSURER D:</td><td></td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td><td></td></tr></table>		INSURER A:	United States Fire Insurance Company	NAIC #	21113	INSURER B:	Lloyds of London			INSURER C:	Crum & Forster Indemnity Company		31348	INSURER D:				INSURER E:				INSURER F:			
INSURER A:	United States Fire Insurance Company	NAIC #	21113																								
INSURER B:	Lloyds of London																										
INSURER C:	Crum & Forster Indemnity Company		31348																								
INSURER D:																											
INSURER E:																											
INSURER F:																											

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	Y	543-302061-3	5/14/2026	5/14/2027	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 300,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 15,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COM/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	MED EXP (Any one person)	\$ 15,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COM/OP AGG	\$ 2,000,000		\$
	EACH OCCURRENCE	\$ 1,000,000																		
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000																			
MED EXP (Any one person)	\$ 15,000																			
PERSONAL & ADV INJURY	\$ 1,000,000																			
GENERAL AGGREGATE	\$ 2,000,000																			
PRODUCTS - COM/OP AGG	\$ 2,000,000																			
	\$																			
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	Y	133-785413-1	5/14/2026	5/14/2027	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000																			
BODILY INJURY (Per person)	\$																			
BODILY INJURY (Per accident)	\$																			
PROPERTY DAMAGE (Per accident)	\$																			
	\$																			
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	Y	26*13773U26-304216*02	5/14/2026	5/14/2027	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 4,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 4,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 4,000,000	AGGREGATE	\$ 4,000,000		\$								
EACH OCCURRENCE	\$ 4,000,000																			
AGGREGATE	\$ 4,000,000																			
	\$																			
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A	N/A				<table border="1"><tr><td>PER STATUTE</td><td>OTH-ER</td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$</td></tr></table>	PER STATUTE	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$						
PER STATUTE	OTH-ER																			
E.L. EACH ACCIDENT	\$																			
E.L. DISEASE - EA EMPLOYEE	\$																			
E.L. DISEASE - POLICY LIMIT	\$																			
A	Cargo-Property of Others In Your Transport		244-977231-6	5/14/2026	5/14/2027	\$250,000														

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire - Department of Administrative Services
Division of Procurement and Support Services
25 Capitol Street
Concord
NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Strategic Risk Transfers Inc.		NAMED INSURED DiLeo Gas Propane LLC 630 Sunderland Rd Worcester, MA. 01604-1439	
POLICY NUMBER 133-785413-1		EFFECTIVE DATE: 5/14/2026	
CARRIER United States Fire Insurance Company	NAIC CODE 21113		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE