

SWC# 208 – Gasoline and Diesel Fuel Contact Information and Special Instructions

Summary/Background Information: This statewide contract covers bulk gasoline and diesel fuels. There are two vendors under SWC 208, Rogers Petroleum, Inc. and Parman Energy Corporation. Contract information is detailed below. This is not a fixed-price contract; it is an indexed price contract similar to SWC 215 – Propane.

Minimum Order: The minimum order under this Contract is five hundred (500) gallons.

Contract Administrator Information

Chad Butler
Central Procurement Office
(615) 532-7235
Chad.Butler@tn.gov

Vendor Contact Information:

Company name	Rogers Petroleum, Inc.
Contract Number	69853
Name of contact person	Shawni Meehan
Position of contact	Sales Person
Phone number(s) of contact	(865) 407-7862
Mailing address of contact	P.O Box 1714 Morristown, TN 37816-1714
Email address of contact	SMeehan@rogerspetro.com

Company name	Parman Energy Group
Contract Number	69852
Name of contact person (2)	Tyler Morrone
Position of contact (2)	Customer Service Representative
Phone numbers of contact (2)	(615) 615 350 8266
Email address of contact (2)	tmorrone@parmanenergy.com

Orders can be sent to Orders@ParmanEnergy.com

Contract Period:

Total number of years if all options are exercised: 5
Contract term of 3 years with 2 options for renewal

Start Date:	May 01, 2021
Initial End Date:	April 30, 2024
Final End Date, if all renewals exercised:	April 30, 2026

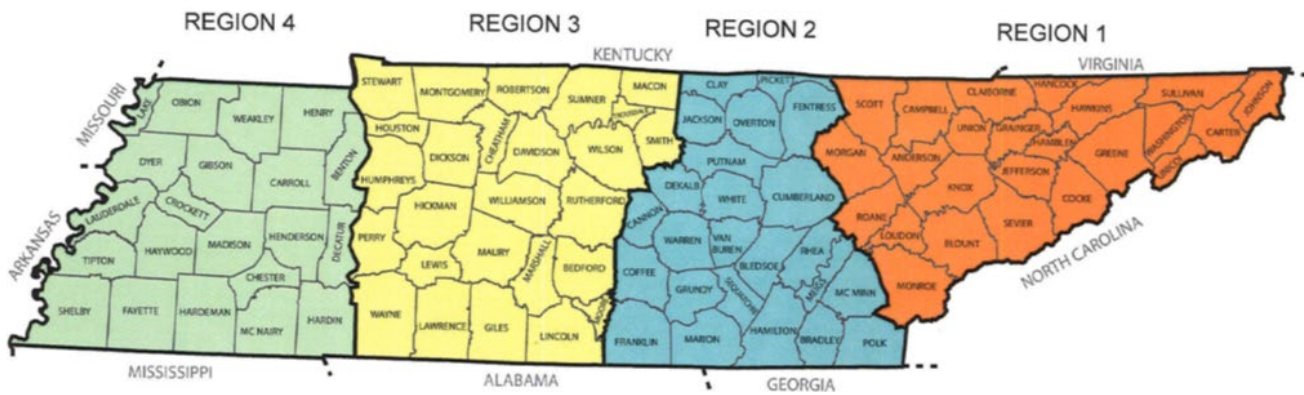
Delivery Time (Days):

All items must be delivered within approximately 3 days after receipt of a purchase order (ARO).

Region Award and Map:

Region	Awarded Supplier
Region 1	Rogers Petroleum Inc
Region 2	Rogers Petroleum Inc
Region 3	Parman Energy Group LLC
Region 4	Parman Energy Group LLC

**REGIONS OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**



Special Instructions:

SWC 208 was awarded by Region. Line items contain the following information:

- Region Number (See above region map)
- Price (Mark-up)
- Number of Gallons Purchased (0-4999 or 5000+)
- Fuel Type

EXAMPLE:

Line No.	Item ID	Description	Region	UOM	Mark-up
1	1000172530	Red Dye Diesel #2, 5000 Plus(+) Gallons	Region 1	GA	\$0.119
2	1000142417	Gasoline, E-10, Unleaded, 0-4999 Gallons	Region 2	GA	\$0.339

Each region has line items that consist of the fuel type, gallon ranges, and pricing. The pricing for each line item consists of a “mark-up,” which is the delivery fee for the gasoline or diesel fuel product. This price is added to the price of fuel per gallon. Like other fuel pricing, the pricing of gasoline and diesel products is not fixed and fluctuates daily. Please contact the CPO Contract Administrator for Daily Fuel Price.

Pricing of Fuel is calculated by adding the Daily Posted Fuel Price by the contract mark-up price.

EXAMPLE

Daily Fuel Price + Contract Price (Mark-up) = Total Purchase Price

BIODIESEL EXAMPLE

(Biodiesel price x %) + (Ultra Low Diesel x %) + Markup

Example of 500 gallons of Biodiesel-20 (B-20) purchased:

$(500 \times \text{B-99 Daily Fuel Price} \times 0.20) + (500 \times \text{ULD Daily Fuel Price} \times 0.80) + (500 \times \text{Markup Price})$

Verifying the Fuel Product Price:

The Procedure for verifying the Daily Commodity Price is as follows:

1. Find the Daily Fuel Price
2. Select the day propane was delivered and record the price per gallon listed in the spreadsheet.
3. Next, go to the Edison contract (69852 or 69853) that lists the region the purchase was made.
4. Record the mark-up price (price on contract) and add it to the price per gallon of fuel on the day of delivery. This will yield the Total Purchase Price.
5. Multiply the Total Purchase Price by the number of gallons of gasoline and diesel fuel product received to derive the total payable amount.
6. Compare this price to the price on the invoice.

Permit Information:

Vendors will require certain permits for tax exemptions. For example, the TN Motor fuel Permit applies to fuel for use by state and local governments. This certificate exempts a governmental agency from: State Excise Tax, Tennessee Special Tax, and Tennessee Environmental Fee. Each governmental entity will have its own TN Motor fuel Permit as it is assigned by FEIN.

If anyone is specifically having trouble locating their permit Mike Ingram with the TN Department of Revenue should be able to help get a copy. His phone number is 615.532.6916 and his email is

mike.ingram@state.tn.us.

Requisition and Purchase Order Generation:

For information on how to create a requisition and/or purchase order please click on the “Agency Upgrade User Guide” link on the following page: <https://www.teamtn.gov/cpo/learning-development/cpo-job-aids.html>



Billing and Payment Instructions:

There are no special billing or payment instructions for this contract. Please follow your agency specific rules for billing and payments. The payments terms and be found at supplier.edison.tn.gov

Authorized Users are permitted to fill out Federal Exemption Forms, TN Sales Tax Government Certificate of Exemption Forms, and TN Governmental Agency Motor Fuel Permits at the request of SWC 208 vendors. Please see below for examples.

CERTIFICATE OF STATE USE

(To support vendor's claim for credit or payment under section 6427 of the Internal Revenue Code)



The undersigned buyer ("Buyer") hereby certifies the following under penalties of perjury:

A. Buyer will use the **diesel fuel** or **kerosene** to which this certificate relates for the executive use of a state or local government, or the District of Columbia.

B. This certificate applies to the following (complete as applicable):


1. If this is a single purchase certificate, check here and enter:

a. Invoice or delivery ticket number _____

b. Number of gallons _____

2. If this certificate covering all purchases under a specified account or order number, check here

a. Effective Date: 

b. Expiration Date: 
(Period not to exceed 1 year after the effective date)

c. Buyer account or order number: _____

- Buyer will provide a new certificate to the vendor if any information in this certificate changes.
- If Buyer uses the diesel fuel or kerosene to which this certificate relates for a purpose other than stated in the certificate, Buyer will be liable for any tax.
- Buyer acknowledges that it has not and will not claim any credit or payment for the diesel fuel or kerosene to which this certificate relates.
- Buyer understands that the fraudulent use of this certificate may subject Buyer and all parties making such fraudulent use of this certificate to a fine or imprisonment, or both, together with the costs of prosecution.

Printed or typed name of person signing

Title of person signing

Name of Buyer (Business Name)

Federal Employer Identification Number

Address of Buyer

Signature and date signed