



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

PUR-1519
ADDENDUM NO. 2
INVITATION TO BID

BULK GASOLINE AND DIESEL FUEL DELIVERIES

DATE: Thursday, October 7, 2021

**BIDS DUE: Wednesday, October 20, 2021
2:00 P.M.(EDT/EST)**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of six (6) pages and 5 attachments.

NOTE: All Bidders must enter the Washington County Administrative Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their bid and/or to attend the Pre-Bid Conference/Teleconference and/or the Bid Opening. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administrative Complex at 100 West Washington Street, Hagerstown. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: Inquiry: If a split occurs, can the fee be passed to the entity?

Response: No, loads are not split.

ITEM NO. 2: Inquiry: If a split occurs, is the fee to be included in the bid differential pricing or a separate line item on the invoice?

Response: See response to Item No. 1 of this Addendum.

ITEM NO. 3: Inquiry: For location 820 Commonwealth Ave, Hagerstown, MD, can you confirm that gasoline is not used, and no deliveries of gas should be made?

Response: Gasoline and/or delivery of gasoline **will not** be required for 820 Commonwealth Avenue; Washington County Public Schools.

ITEM NO. 4: Inquiry: Please provide a current gas invoice.

Response: See attachment "A" to this Addendum.

ITEM NO. 5: Inquiry: Please provide a current diesel invoice.

Response: See attachment "B" to this Addendum.

ITEM NO.6: Inquiry: Please provide a current gas Bill of Lading.

Response: See attachment "C" to this Addendum.

ITEM NO.7: Inquiry: Please provide a current diesel Bill of Lading.

Response: See attachment "D" to this Addendum.

ITEM NO.8: Inquiry: Please provide tax exemption/certificates.

Response: See attachment "E" to this Addendum.

ITEM NO.9: Inquiry: What is the anticipated award date?

Response: This cannot be determined until the bids have been received and evaluated.

ITEM NO.10: Inquiry: Is a wet signature or electronic signature preferred?

Response: Refer to the bid document, Page 7, General Conditions and Instructions to Bidders, Item No. 22; Proposal Forms.

ITEM NO.11: Inquiry: Can vendors propose winter additive that is not made by Shaffer Manufacturing?

Response: Bidder's contemplating offering a substitute chemical treatment product shall obtain the County's written approval. Bidder's submission shall include the MSDS property, chemical and manufacturer's name, dilution rate and product information sheets of the winter chemical treatment (flow and cetane improvers) AND/OR biocides intended to be used for mixing with the diesel fuel. Bidders shall fax the substitute product information **(ONLY) no later than 4:00 P.M., Wednesday, October 14, 2021**, to the attention of: Brandi Naugle, CPPB – Buyer, Fax: 240-313-2331.

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

- ITEM NO.12:** *Inquiry:* Which specific months will require winter additive?
- Response:* Refer to the bid document, Page 18, Supplemental Terms and Conditions, Item No. 15.
- ITEM NO.13:** *Inquiry:* Does the County of Washington, MD have any COVID-19 mandates that the vendor would need to know about?
- Response:* Refer to the bid document, Page 1, Invitation to Bid.
- ITEM NO.14:** *Inquiry:* What are your office hours for bid delivery via FedEx or UPS?
- Response:* Refer to the bid, Page 1, Invitation to Bid, All bids must be enclosed in a sealed opaque envelope marked **“SEALED BID – (PUR-1519) “BULK GASOLINE AND DIESEL FUEL DELIVERIES”** and be received and time stamped by the Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740, no later than **2:00 P.M. (EDT/EST), Wednesday, October 20, 2021**
- ITEM NO.15:** *Inquiry:* Have any addendums been released for this bid?
- Response:* Addendum No. 1 was posted September 22, 2021.
- ITEM NO.16:** *Inquiry:* When is the award date?
- Response:* See Item No. 9 to this Addendum.
- ITEM NO.17:** *Inquiry:* The bid states non-rack additive is to be Schaeffer’s 137ULSW. I have been told that this additive does not include cetane improver. Would Schaeffer’s 138APA-400 be acceptable for non-rack winterization additive?
- Response:* The non-rack winterization additive provided by Schaeffer’s does include Cetane improver. No Schaeffer’s 138APA-400 is not acceptable.
- ITEM NO.18:** *Inquiry:* If pulling winterized diesel at the rack, can/should that be priced over the Winterized product pricing in OPIS with no additional additive charges? Or should it still be priced on standard Diesel plus the vendor’s submitted additive margin?
- Response:* Winterized additive products shall be priced/listed separate of the diesel fuel. Applicable taxes shall be priced/listed separate.
- ITEM NO.19:** *Inquiry:* Will you accept up to 5% bio diesel in your diesel fuel?
- Response:* No, the county will not accept 5% bio diesel.

(NOTE: The wording of all “Inquiries” submitted are displayed exactly as received.)

ITEM NO.20: Inquiry: Can the bid opening be attended remotely? If so, please provide procedures for doing so.

Response: Yes, those bidders who wish to hear a reading of the bids shall call 240-313-2330 to receive instructions.

ITEM NO.21: Inquiry: What information will you be reading out loud at the bid opening?

Response: Option No. 1, Separate Award, Items I, II, III & IV, Total for each section and Option No. 2, One award, Total Sum bid of all section's totals (sections I-IV) will be read aloud or the Total Sum for each Option will be read aloud.

ITEM NO.22: Inquiry: If we attend the bid opening, will we be able to review other submitted bids?

Response: Yes, submitted bids can be reviewed in the presence of the Buyer after the opening. All submitted bids will be on file and can be viewed at a later date. Subsequently, after all bids have been evaluated a bid tabulation will be available on the County's website for review.

ITEM NO.23: Inquiry: If we do not attend the bid opening, how and when will we be notified of the low bidder and can we receive a copy of the bid tabulations?

Response: Part 1 of Item No. 23 herein: This cannot be determined until the bids have been received and evaluated.

Part 2 of Item No. 23 herein: After all bids have been evaluated the bid tab will be available on the County website: www.washco-md.net by accessing "Services / Bids-Purchasing / Open Bid Invitation."

ITEM NO.24: Inquiry: Have you ever had cause to cancel a fuel contract for convenience?

Response: No, the county has not canceled a fuel contract for convenience.

ITEM NO.25: Inquiry: Please provide a current invoice for the fuel grade on this RFP

Response: See attachment "A" and "B" to this addendum.

ITEM NO.26: Inquiry: Please provide bill of lading for the fuel grade on this RFP.

Response: See attachment "C" and "D" to this addendum.

ITEM NO.27: Inquiry: Please provide the tabulations for the current contract.

Response: Refer to the bid document, Page 19, Supplemental Terms & Conditions, Item No. 24.

ITEM NO.28: Inquiry: Please provide tax exemptions / certificates.

Response: See attachment "E" to this Addendum.

ITEM NO.29: Inquiry: Would the County consider extending the due date?

Response: At this time the due date will not be extended.

ITEM NO.30: Inquiry: Who is the current vendor?

Response: The Board of County Commissioners awarded the following contracts:
A.C.&T., Inc. of Hagerstown, MD - tank-wagon deliveries of gasoline and diesel.
Petroleum Traders Corporation of Fort Wayne, IN - transport deliveries of gasoline.
Mansfield Oil Company of Gainesville, Inc. of Gainesville, GA - transport deliveries of diesel.

ITEM NO.31: Inquiry: Will bids be considered responsive if electronic signatures are used? (i.e. DocuSign)

Response: Refer to the bid document, Page 7, General Conditions and Instructions to Bidders, Item No. 22; Proposal Forms.

ITEM NO.32: Inquiry: Or are wet signatures required for bids to be considered responsive?

Response: Refer to the bid document, Page 7, General Conditions and Instructions to Bidders, Item No. 22; Proposal Forms.

ITEM NO.33: Inquiry: Please provide all bid submission and contract documents from the last awarded bidder.

Response: Refer to the bid document, Page 19, Supplemental Terms & Conditions, Item No. 24.

ITEM NO.34: Inquiry: Is it the intent to award to a single vendor?

Response: Refer to the bid document, Page 16, Supplemental Terms & Conditions, Item No. 3, a. (Option No. 1) and b. (Option No.2).

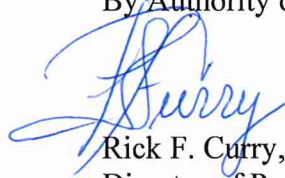
ITEM NO.35: Inquiry: I would like to request a few copies of recent gasoline and diesel fuel invoices and their BOL's. Additionally, can you please provide the tabulation of results from the 2020-2021 bid?

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Response: Part 1 of Item No. 35 herein: See attachments "A", "B", "C" and "D" to this Addendum.

Response: Part 2 of Item No. 35 herein: Refer to the bid document, Page 19, Supplemental Terms & Conditions, Item No. 24.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing

Attachment A

TRUE

COPY



7120 Pointe Inverness Way
FORT WAYNE, IN 46804
260-432-6622
http://www.petroleumtraders.com

A Finance Charge of 1 1/2 % per month (18% annum) will be
charged on all invoices not paid within terms of the sale.

Invoice Date	P. O. Number:	Account #:	Location ID:	Invoice #:	Salesperson:	Carrier:
07/29/2021	WASHCO27797	230103/3		1681323	ACCOUNT, BID	STRAYER TRANSPORTATION, LLC

Billing Address:

WASHINGTON COUNTY HIGHWAY DEPARTMENT,
MD
Washington County Highways
601 NORTHERN AVENUE
HAGERSTOWN, MD 21742
Email: JREYNARD@WASHCO-MD.NET

Shipped To:

WASHINGTON COUNTY HIGHWAY DEPARTMENT,
MD
SOUTHERN SECTION
6223 COFFMAN FARMS ROAD
KEEDYSVILLE, MD 21756
County: WASHINGTON, MD

Terms: PMT DUE AT PTC WITHIN 30 DAYS

Invoice

	Quantity	Unit Price	Amount
87 CONVENTIONAL UNLEADED GASOLINE WITH 10% ETHANOL 9.0 RVP OR MORE	6000.0000	\$2.093200	\$12,559.20
BOL: 1757087 Gross: 6000.0/Net: 5956.0/G CONTAINS ETHANOL.			

Taxes

FEDERAL EXCISE 10% ALCOHOL BLEND TAX \$0.183 on each of 6000 sold gallons	EXEMPT: STATE, LOCAL GOV'T AND SCHOOLS - License: WASHCO27797	\$0.00
FEDERAL GAS LUST TAX \$0.001 on each of 6000 sold gallons	VOUCHER# 106858	\$6.00
MD GAS MOTOR FUEL TAX \$0.361 on each of 6000 sold gallons	APPROVED BY 21215 J. Reynard	\$2,166.00
MD OIL TRANSFER FEE \$0.001905 on each of 6000 sold gallons	VENDOR# 2027	\$11.43
OIL SPILL TAX. \$0.00214 on each of 5400 sold non-renewable gallons	RECEIVER# 30429 P.O.# 27797	\$11.56
	ACCOUNT# 5270602020060	

Notes

- No Assigned RINs Transferred
- This volume of neat or blended ethanol is designated and intended for use as transportation fuel or jet fuel in the 48 U.S. contiguous states and Hawaii. Any person exporting this fuel is subject to the requirements of 40 CFR 80.1430.
- *** Effective January 2019 ***
If you normally pay by check, please change mailing address to PO Box 2357, Fort Wayne IN 46801-2357

2021 AUG 3 AM 11:10:06

\$14754.19 PAYMENT DUE IN PETROLEUM TRADERS' OFFICES BY 08/28/2021

INVOICE TOTAL:

\$14,754.19

We reserve all other rights and remedies.

PP 11.4

Attachment B

Please pay this original invoice

ETA PPG \$ 2,0977

Invoice #: 22583181
Invoice Date: 09/02/2021
Order #: 3589169
Account #: 36313

Due Date: 10/02/2021
Terms: Net 30
Terms Start: Invoice Date
PO #: WASHCO27795

**Bill To**

Board of County Commissioners of
 WA CTY MD (DBA)
 1000 W Washington St
 Hagerstown, MD 21740

Remit To

Mansfield Oil Company of Gainesville Inc
 PO Box 733706
 Dallas, TX 75373-3706
 FEIN: 58-1091383

Delivery #: 5626729
Delivery Ticket #: 747756
Delivery Date: 08/26/2021
Terminal: Baltimore, MD

Ship To: Washington County Hwy Dept Cen
 601 Northern Ave
 Hagerstown, MD 21742

BOL	Lift Date	Description	Gross	Net	Billed	Unit Price	Extended
747756	08/26/2021	ULS2 Ultra Low Sulfur Diesel	6,007.0	5,958.0	6,007.0	2.0741	12,459.12
		MD Env Fee				0.001905	11.44
		USA Env Fee				0.001	6.01
		USA Oil Spill				0.002143	12.87

Sub-Total for Delivery #: 5626729 12,489.44

Invoice Amount Due: 12,489.44

Currency: USD

2021 SEP 9 AM 10:49:36

15 ppm sulfur (maximum) Undyed Ultra-Low Sulfur Diesel Fuel. For use in all diesel vehicles and engines.

VOUCHER#	109915
APPROVED BY	J. Reynard 2251
VENDOR#	16634
RECEIVER#	31130 P.O.# 27795
ACCOUNT#	527030, 20, 20060

OSD

PP 3/4



LUCKNOW-HIGHSPIRE
TERMINALS

P.O. Box 2621

Harrisburg, PA 17105

"THIS IS TO CERTIFY THAT THE BELOW NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED AND ARE IN PROPER CONDITION FOR TRANSPORTATION ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION."

TANK/TRAILER VIN 87T002001		TANK/TRAILER I.D. 72001		Carrier Insurance Expires 06/09/22 DRIVER'S SIGNATURE 				
TRUCK NUMBER	SHIPPER'S BOL	SCAC SYRT	CARRIER/DRIVER 835 STRAYER TRANSPORTATION LLC / 30 RANDALL J. BOWLES					
TERMINAL INFO MECHANICSBURG (NC 717) 766-4736 TEXACO RD MECHANICSBURG PA 17050		TERMINAL ID / FAC # T-23-PA-1715 412381521		DATE 07/29/21	TIME IN 06:51	TIME OUT 07:27	BOL # 1757087	REVERSES
SUPPLIER: 24 UNITED ENERGY PLUS TERM				SHIP TO: 1 PETROLEUM TRADERS MD 6575 POL, MD 99999				
CUSTOMER: 1563 PETROLEUM TRADERS CORP. 7120 POINTE INVERNESS WAY FORT WAYNE, IN 46804-7928				CUSTOMER'S SIGNATURE				

D.O.T. HAZARDOUS MATERIALS DESCRIPTION
UN1203, Gasoline, 3, PG II, Total quantity 6,000 gallons-2 cargo tanks

EMERGENCY CONTACT: 1 - (800) 633-8253 PERS Acct# 474

PRODUCT DESCRIPTION	ACCT	TEMP	GRAV	GROSS GALLONS	NET GALLONS
CONVENTIONAL GASOLINE - PRODUCT DOES NOT MEET THE REQUIREMENTS FOR REFORMULATED GASOLINE, AND MAY NOT BE USED IN ANY REFORMULATED GASOLINE AREA. DETERGENT-ADDITIZED GASOLINE. GASOLINE COMPLIES WITH THE NATIONAL CAP SULFUR LEVEL.					
E10/87 OCTANE GASOLINE W/10% ETHANOL		71.0	60.4	6000	5956

PRODUCT(S) MEET APPLICABLE RVP STANDARDS FOR STATE WHERE LOADED.

TOTAL -->

6000

5956

9.0 psi Summer CG Gasoline E10: Contains between 9 and 10% ethanol. The RVP does not exceed 10 psi.
The 1.0 psi RVP waiver applies to this gasoline. Do not mix with gasoline containing anything other than between 9 and 10 vol % ethanol.

PP214

LIGHT OIL BILL OF LADING AND/OR PRODUCT RECEIPT **NOT NEGOTIABLE**

RTAPPG. 2.0977

FOR CHEMICAL EMERGENCY SPILL, LEAK, FIRE EXPOSURE OR ACCIDENT CALL CHEMTREC 800-424-9300 CITGO Petroleum Corp CCN 4886

SEE EMERGENCY RESPONSE, HEALTH AND PHYSICAL HAZARDS

If or when this instrument constitutes a Bill of Lading, the property described below, in apparent good order, is received by the carrier shown herein, which carrier agrees to transport to the consignee and destination shown herein subject to the terms and conditions of the special contract between the carrier and the consignor in effect on the date of the issue of this Bill of Lading. In the absence of a special contract, transportation will be subject to all the terms and conditions of the carrier's tariffs legally on file. It is further agreed by the carrier that the transportation of this shipment will be performed in compliance with all applicable Rules, Regulations and Laws.

Any gasoline listed below and intended for use in the U.S. is in compliance with the applicable standards for volatility in effect at the time of product transfer and has been additized, except where otherwise noted.

This is to certify that the herein-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Except when indicated as Shipper, Supplier assumes no liability for freight and other charges. Shipper or its designee is liable for freight and other charges. Destination, if shown is designated by the Shipper.

BOL NUMBER**747756**

RECEIVED BY CARRIER PER DRIVER

x DAVID MARSHALL

RECEIVED AT DESTINATION

CUSTOMER

SUPPLYING CITGO Petroleum Corp**EPA #:** 404481777**TCN #:** T52MD1562**SPLC #:** 234000**TERMINAL** 410.355.6500**TERMINAL:** 2201 Southport Ave Baltimore, MD 21226**PLANT #:** 3347**PHONE NO:****D.O.T. HAZARDOUS MATERIAL DESCRIPTION**

HM	UN/NA Number	DOT Shipping Name	Hazard Class	Packing Group	GALLONS LOADED (GL)
X	NA 1993	DIESEL FUEL	3	PGIII, 1 cargo tank	6007

Total: 6007

CONSIGNEE: VALERO MARKETING
(SOLD TO) AND SUPPLY CO - SAN
ANTONIO, TX 78249

DESIGNEE: VALERO/ MANSFIELD OIL
(SHIP TO) / MD - MANSFIELD OIL /
MD, MD

CARRIER: A C & T CO INC 11535
HOPEWELL RD
HAGERSTOWN, MD
21740

SUPPLIER: 0657-VALERO MARKETING AND
SUPPLY COMP -

SHIPPER: 0657-VALERO MARKETING AND
SUPPLY COMP -

PO/CUST REF #:**CUSTOMER TYPE:** Terminal Agreement**SCAC:** AQTM**TAX LICENSE:****LOAD RACK:** Bay 2**CUSTOMER DEST:** 358293**CARRIER FEIN:** 52-0715156**DRIVER CARD:** 28802**LOAD START:** 8/26/2021 06:21**CUSTOMER CARD:** 358293**TRAILER:** AQTM00068**DRIVER NAME:** DAVID MARSHALL**LOAD END:** 8/26/2021 06:30**CUSTOMER FEIN:****VAPOR ID:****FINISHED PRODUCT**

Product	Description	Gross (GL)	Net (GL)	API	Temp.(F)	OCT	RVP	Footnotes
13900	MV Undyed 15ppm sulfur #2 DF	6007	5958	38.1	76.93	0	0	1,2,3,4,5
Distillates:		6007	5958					

1.*No assigned RINs Transferred by CITGO Petroleum Corp.

2.*This product is not intended to meet the biodiesel requirements of the state of Pennsylvania.

3.*The Shipper listed on this document is responsible for the collection and remittance of the applicable destination state taxes for the transactions listed on this document.

4.*15 ppm sulfur (maximum) Undyed Ultra-Low Sulfur #2 Diesel Fuel.

5.*This product may contain up to 5% Renewable Diesel.

M.O.C.

ORDER # 3589169

2.0741
OPS

1208 100 NOSPEC

EMERGENCY RESPONSE, HEALTH and PHYSICAL HAZARDS

GASOLINE...UN1203 (ALL GRADES) **ETHANOL AND GASOLINE MIXTURE, GREATER THAN 10% ETHANOL**...UN3475 **DANGER!** HIGHLY FLAMMABLE, HARMFUL OR FATAL IF SWALLOWED
FUEL OIL...NA1993 **KEROSENE**...UN1223 **FUEL AVIATION**...UN1863 (TURBINE ENGINE) **DANGER!** FLAMMABLE LIQUID, HARMFUL OR FATAL IF SWALLOWED
ETHANOL...UN1170 (DENATURED ETHANOL) **DANGER!** FLAMMABLE LIQUID, HARMFUL OR FATAL IF SWALLOWED. CANNOT BE MADE NON-TOXIC

POTENTIAL HAZARDS

FIRE OR EXPLOSION: •HIGHLY FLAMMABLE: Will be easily ignited by heat, sparks or flames. •Vapors may form explosive mixtures with air. •Vapors may travel to source of ignition and flash back. •Most vapors are heavier than air, they will spread along ground and collect in low or confined areas (sewers, basements, tanks). •Vapor explosion hazard indoors, outdoors or in sewers. •Runoff to sewer may create fire or explosion hazard. •Containers may explode when heated. •Many liquids are lighter than water.

HEALTH: •Fire may produce irritating, corrosive and/or toxic gases. •Vapors may cause dizziness or suffocation. •Runoff from fire control or dilution water may cause pollution.

PUBLIC SAFETY (CALL EMERGENCY RESPONSE TELEPHONE NUMBER 800-424-9300)

•Isolate spill or leak area immediately for at least 25 to 50 meters (80 to 160 feet) in all directions. •Keep unauthorized personnel away. •Stay upwind. •Keep out of low areas. •Ventilate closed spaces before entering.

PROTECTIVE CLOTHING: •Wear positive pressure self-contained breathing apparatus (SCBA). •Structural firefighters' protective clothing will only provide limited protection.

EVACUATION: •Large Spill: •Consider initial downwind evacuation for at least 300 meters (1000 feet). •FIRE: If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.

EMERGENCY RESPONSE

FIRE; CAUTION: All of these products have a very low flash point: Use of water spray when fighting fire may be inefficient. •Small Fires: •Dry chemical, CO2, water spray or regular foam. Alcohol resistant foam is required for ethanol (Denatured Alcohol) and ethanol and gasoline mixtures. •Large Fires: Water, spray, fog or foam. •Do not use straight streams. •Move containers from fire area if you can do it without risk. •Fire Involving Tank or Car / Trailer Loads: Fight fire from maximum distance or use unmanned hose holders or monitor nozzles. •Cool containers with flooding quantities of water until well after fire is out. •Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank. •ALWAYS stay away from the ends of tanks. •For massive fire, use unmanned hose holders or monitor nozzles: If this is impossible, withdraw from area and let fire burn.

SPILL OR LEAK: •ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area). •All equipment used when handling the product must be grounded. •Do not touch or walk through spill material. •Stop leak if you can do it without risk. •Prevent entry into waterways, sewers, basements or confined areas. •A Vapor suppressing foam may be used to reduce vapors. •Absorb or cover with dry earth, sand or other non-combustible material, transfer to containers. •Use clean non-sparking tools to collect absorbed material. •Large Spills: •Dike far ahead of liquid spill for later disposal. •Water spray may reduce vapor; but may not prevent ignition in closed spaces.

FIRST AID: •Move victim to fresh air. •Call emergency medical care. •Apply artificial respiration if victim is not breathing. •Administer oxygen if breathing is difficult. •Remove and isolate contaminated clothing and shoes. •In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes. •Wash skin with soap and water. •Keep victim warm and quiet. •Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

Print Time: 08/26/2021 06:30

Version: 1.0.0.13

PP 4/4



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

NOTICE TO VENDORS

The Maryland Retail Sales Tax Division issued an exemption certificate to the Board of County Commissioners of Washington County, Maryland. A facsimile of the certificate issued to the Board of County Commissioners of Washington County bearing the eight-digit exemption number 30001292 is shown below:

State of Maryland
Comptroller of the Treasury
Revenue Administration Division
301 W. Preston Street
Baltimore, Maryland 21201-2383

The attached card is your new exemption certificate which is valid upon receipt. Effective October 1, 1997, exemption certificates issued to governmental entities no longer have an expiration date, thus eliminating the need to renew the certificate. Please read the enclosed Tax Tip and the instructions on the back of the card for the proper use of the exemption certificate. If you have any questions regarding the use of this card, please call the Taxpayer Service Section at (410) 767-1300 in Baltimore, toll free 1-800-492-1751 from elsewhere in Maryland, or e-mail at taxhelp@comp.state.md.us.

**State of Maryland Comptroller of the Treasury
Sales and Use Tax Exemption Certificate**

Account Number
30001292
Name

Expiration Date
Governmental
No Expiration Date

Board of County Commissioners
of Washington County, MD
100 W. Washington St., Rm 226
Hagerstown, Maryland 21740

PLEASE LAMINATE THIS CARD TO EXTEND ITS LIFE

In order to document use of the exemption certificate, vendors shall record the eight-digit exemption number on the record or evidence of each sale, the number is also shown on all Purchase Orders issued by Washington County.

Rick Curry, CPPO
Director of Purchasing