



**CAROLINE COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**

520 Wilmuth Street Denton, Maryland 21629  
Telephone 410-479-0520 Facsimile 410-479-0409

Charles L. Copper  
Director

Bryan K. North  
Roads Superintendent

Jake Jacobs  
Facilities Superintendent

County Commissioners  
Larry C. Porter  
President

Wilbur Levensgood Jr.  
Vice President

Daniel J. Franklin  
Commissioner

December 9, 2015

TO: The County Commissioners of Caroline County  
Mr. Larry Porter, Mr. Wilbur Levensgood Jr., Mr. Daniel Franklin  
Mr. Kenneth Decker, County Administrator & Director of Purchasing

FR: Amy Thetford, Purchasing Agent II

RE: Propane Bid # CC-PG-121012

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Our current propane contract with Sharp Energy from Easton, MD will expire on January 31, 2016 for various buildings in the County. In the contract it states that we have three (1) year options for extension of service if both parties agree upon to renew contract beginning February 1, 2016.

I have contacted Sharp Energy and they agreed to renew the contract for another year with the same pricing.

If agreed, please find attached, Purchase Order #64288 in the amount of \$67,630.50 to Sharp Energy for your review and signature.

## PURCHASE ORDER

64288

Vendor: <u>SHARP ENERGY</u>		Date: <u>12/09/15</u>
<u>9387 Ocean Gateway</u>		Account No: <u>01.259.5228 Various Buildings</u>
<u>Easton, MD 21601</u>		Req'd Delivery By: _____
Phone: <u>410-822-8567</u>	Acct. Cert. By: _____ Date: _____	
Ship To: <u>Commissioners of Caroline County</u>		<b>INVOICE TO</b>
<u>109 Market Street</u>		<b>Commissioners of Caroline County</b>
<u>Denton, MD 21629</u>		<b>109 Market St., Room 132, Denton, MD 21629</b>
Phone: _____	<b>Phone: (410) 479-0660 Fax: (410) 479-4060</b>	
QTY	DESCRIPTION	COST
50,850.00	Estimated gallons of propane for various County Buildings as stated in Bid #CC-PG-121012 @ \$1.33 per gallon Public Works, Detention Center, Ridgely EMS, 4-H Park, Haps, Preston EMS, Goldsboro VFC Tower, Recreation & Parks, Delmarva Transit, DES	
<b>— TOTAL —</b>		\$67,630.50
SPECIAL INSTRUCTIONS: <u>Contract Begins February 1st. 2016 - January 31, 2017</u>		
Requested By: <u>Amy Thetford, Purchasing Agent II</u>		Authorized By: _____
Date: <u>12/09/15</u>		Date: _____

PART 1-VENDOR COPY

**DEPARTMENT OF PUBLIC WORKS**  
**RENEWAL CONTRACT**

**PROJECT:** Renewal Contract for Propane Gas Supply and Delivery

**RECITALS**

**WHEREAS**, the County has a need to purchase the supply and delivery of propane gas, pursuant to Bid Number No: CC-PG-121012, and

**WHEREAS**, the County desires to continue a customer set-up agreement for the supply and delivery of propane gas pursuant to Bid Number No: CC-PG-121012, Propane Gas, with Sharp Energy, on a pay per delivery basis; and

**WHEREAS**, pursuant to Bid Number No: CC-PG-121012, Propane Gas, allowed for three (3) contract year renewals; and

**WHEREAS**, the County desires to enter into the third 3<sup>rd</sup>-year and final contract year customer set-up agreement with Sharp Energy, for the supply and delivery of propane gas on a pay per delivery basis for the County from February 1, 2016 – January 31, 2017; as hereby set forth as follows:

*[The rest of this page has been left intentionally blank. Agreement follows on next page.]*

## AGREEMENT

NOW THEREFORE THE PARTIES AGREE HERETO AS FOLLOWS:

### 1.0 CONTRACT DOCUMENTS

The following documents are fully incorporated into and made part of this Contract by Reference and attached hereto as Attachment A.

- A. Bid Number CC-PG-121012
- B. Updated Certificate of Liability Insurance

### 2.0 PURCHASE PRICE

The Contract purchase price is based upon the rates set by the Maryland Oil Price Information Service ("OPIS") plus \$\_\_\_\_\_ on Propane Gas.

*CONTINUED* ~~FIXED~~  
*FLAT RATE*  
*\$ 1.33*  
*per gallon*

### 3.0 HOLD HARMLESS AND INDEMNIFICATION

The Contractor is responsible for any loss, personal injury, death and any other damage (including incidental and consequential) that may be done or suffered by reason of the Contractor's negligence. The Contractor must indemnify and save the County harmless from any loss, cost, damage and other expenses, including attorney's fees and litigation expenses, suffered or incurred due to the Contractor's negligence or failure to perform any of its contractual obligations. For the purposes of this paragraph, County includes its elected officials, officials, employees, agents, boards, and agencies.

### 4.0 INDEPENDENT CONTRACTOR

The Contractor and subcontractors are independent contractors. The Contractor, subcontractor, and the employees or agents thereof are not agents of the County. Neither these General Conditions nor the Contract are intended to create, nor do they create any partnership, joint venture, agency or other relationship between the County and the Contractor.

5.0 VENUE

For purposes of litigation involving this contract, exclusive venue and jurisdiction must be in the Circuit Court for Caroline County, Maryland or in the District Court of Maryland for Caroline County.

ATTEST:

COUNTY COMMISSIONERS  
CAROLINE COUNTY, MARYLAND

\_\_\_\_\_  
Jennifer M. Farina,  
Administrative Coordinator

\_\_\_\_\_  
Larry C. Porter, President      /      Date  
County Commissioners of Caroline County

SHARP ENERGY      12-1-2015  
Contractor Name/Business      Date

  
\_\_\_\_\_  
Signed By

Approved for Legal Sufficiency:

\_\_\_\_\_  
Heather L. Price, County Attorney

**PROPANE GAS BID**  
**BID NUMBER CC-PG-121012**  
**PRICE SHEET**

Item Description	EST. Annual Quantity 2016 - 2017	Tank Storage Capacity (Gallons)	Per Gallon Unit Price	Total Bid Price
Caroline County Public Works 520 Wilmouth Street, Denton, MD. 21629	4,500 Gal.	1-1,000 Gal. 2-500 Gal. 2-275 Gal.	\$ 1.33	\$ 5,985 -
Caroline County Detention Center 111 Gay Street Denton, MD. 21629	15,000 Gal.	2-1,000 Gal.	\$ 1.33	\$ 19,950 -
Ridgely, MD. EMS Station 8 W. 1 <sup>st</sup> . Street, Ridgely MD. 21660	500 Gal.	275 Gal.	\$ 1.33	\$ 665 -
Caroline 4-H Youth Park 8230 DeTour Road, Denton, MD. 21629	600 Gal.	275 Gal.	\$ 1.33	\$ 798 -
Caroline Co. Health & Public Dept. 403 S. 7 <sup>th</sup> . St. Denton, MD. 21629	8,000 Gal.	3-1,000 Gal.	\$ 1.33	\$ 10,640 -
Preston, MD. EMS Station 3860 Chopunk Road, Preston, MD 21655	1,000 Gal.	500 Gal.	\$ 1.33	\$ 1,330 -
Goldshoro VFC Tower 700 Old Line Rd. Goldshoro, MD 21636	500 Gal.	1000 Gal.	\$ 1.33	\$ 665 -
Caroline County Recreation & Parks 107 South 4 <sup>th</sup> . Street, Denton, MD 21629	350 Gal.	2-250 Gal.	\$ 1.33	\$ 465 <u>50</u>
Delmarva Transit Building - 10502 Greensboro Rd. Denton, MD 21629	20,000 Gal.	1,000 Gal.	\$ 1.33	\$ 26,600 -
Department of Emergency Services- 9391 Double Hills Road Denton, MD 21629	400 Gal.	2-275 Gal.	\$ 1.33	\$ 532 -
<b>Total</b>				\$ 67,630 <u>50</u>