

EXHIBIT A.2

ADDITIONAL TERMS AND CONDITIONS FOR Biodegradable Asphalt Solvent

I. Invoicing and Payment Requirements:

- A. The Client Agency will not be required to issue any new purchase orders when at the sole determination of Client Agency, Contractor is found to be in noncompliance with any laws or regulations.
- B. Contractor shall direct all payment and invoice inquiries to the Connecticut Department of Transportation's ("ConnDOT") Accounts Payable Unit at 860-594-2305.
- C. All invoices submitted by the Contractor shall include:
 - 1. Contractor federal employer identification number or Social Security Number
 - 2. Complete Contractor name and billing address
 - 3. Project number, if applicable
 - 4. Invoice number and date
 - 5. Purchase order number
 - 6. Itemized description of services and/or material supplied
 - 7. Adjustments, if applicable
 - 8. Quantity, unit of measure, unit price and extended amount
 - 9. Ticket numbers corresponding to each invoice must be listed or attached to the company invoice as a separate sheet, if applicable
 - 10. Work periods and traffic control prices must be itemized, if applicable
- D. Contractor shall mail invoices to:
 - State of Connecticut
 - Department of Transportation
 - Bureau of Finance and Administration
 - Attn: Accounts Payable SWIA
 - P.O. Box 317546
 - Newington, CT 06131-7546

II. Additional Delivery Requirements:

- A. Contractor shall deliver all orders within the time, to the location specified, in the quantity and in the manner specified on the Client Agency's purchase order unless otherwise directed.

III. Notarized Material Certificate or Certificate of Analysis:

- A. A notarized material certificate or certificate of analysis must accompany each and every order and shipment for delivery – certifying that the BAS conforms to the information set forth in the MSDS. The document shall also include the information listed below and should be signed by an authorized chemical engineer: An authorized chemical engineer is an individual who has earned at least a 4 year college degree in chemical engineering and has been authorized by either the product manufacturer or the Contractor to represent them.
 - 1. Name and address of certifying body- the name and address of the certifying company or organization located at the top of the certificate of analysis.
 - 2. Title of document.

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3. Description of material.
4. Reference material code and batch number.
5. Date and method of shipment.

IV. Environmental Compliance:

- A. Contractor shall at all times comply with all applicable environmental laws and with the environmental regulations promulgated by the State of Connecticut, Department of Energy and Environmental Protection (DEEP).

V. Mandatory Extension to Non-State Entities:

Bidders shall offer and extend the contract that results from this ITB (including pricing, terms and conditions) to political sub-divisions of the State (towns and municipalities), public schools, and not-for-profit organizations. In such event, all references to the "Client Agency" contained in the Contract shall mean and include such entities and organizations.

VI. P-Card (Purchasing Credit Card):

Purchases for all state agencies that are less than \$1,000 shall be made using the State of Connecticut Purchasing Card ("MasterCard") in accordance with Memorandum No. 2011-11 issued by the Office of the State Comptroller.

The awarded contractor shall be equipped to receive orders issued from the Contract using the MasterCard. The Contractor shall be responsible for the credit card user-handling fee associated with credit card purchases. The Contractor shall charge to the MasterCard only upon delivery of goods or rendering of services.

The Contractor shall capture and provide to its merchant bank, Level 3 reporting at the line item level for all orders placed using the MasterCard.

Questions regarding the state of Connecticut MasterCard Program should be directed to Ms. Kerry DiMatteo, Procurement Card Program Administrator at (860)713-5072