

PENN STATE GENERAL STORES

GAS PRICE LIST AND ORDERING PROCEDURES

**FISCAL YEAR
2009-2010**

**TELEPHONE/ FAX NUMBERS:
863-8287 (Trina Harris)
or
863-0317 (Main Desk)**

FAX: 865-5533

**LOCATION: 167 PHYSICAL PLANT BLDG.
EFFECTIVE: JULY 1, 2009**

COMPRESSED GASES AND ACCESSORIES:

Available to University Park Customers Only

Compressed gases and related hardware are available from General Stores. Most common gases can be delivered within 24-hours, while most specialty gases and specialty gas mixtures are available within seven to ten working days.

HOW TO ORDER GASES:

1. Go to the General Stores Website at www.generalstores.psu.edu
2. Click on **“Request Order Forms”** or **“Cylinder Gas Information Packet”**.
3. Click on **“Cylinder Gas Order Form”**
4. Complete form on-line and print form to submit to General Stores. You can also save the form in Word to complete and submit for future orders via an email attachment.
5. The following information is required to place your order:
 - Budget & Fund Number
 - Delivery Address
 - Name and Telephone Number
 - Type of Gas
 - Quantity and Size of Cylinder
6. Fax (865-5533) or Email (cylindergases@psu.edu) your completed order form to General Stores.
7. **We highly recommend that someone is present to sign for gas cylinder deliveries. This allows us to record the signature and delivery electronically. If no one is present, General Stores personnel will sign “NOP” (No One Present) and General Stores will not be responsible for the cylinders delivered.**

General Stores does not accept the Penn State Purchasing Card for compressed gases.

To keep the budget information current, please contact Trina Harris at ksh16@psu.edu with your changes.

TRACKING CYLINDERS:

General Stores receives and tracks cylinders to the original delivery location. **IMPORTANT:** It is the department's or area's responsibility to track the cylinders internally to ensure that compressed gas cylinders are not misplaced or lost. If a cylinder is lost the following charges would incur:

GTS Fees for LOST CYLINDERS:

- A. Size 300 cylinders - \$200
- B. Size 200 cylinders - \$165
- C. Size 150 cylinders - \$150
- D. Size 150 AL cylinders - \$275
- E. Size "D" & "E" cylinders - \$52

Valley - lost cylinders will be billed out according to four categories as follows:

- A. Large Cylinders - \$200
- B. Medium Cylinders - \$175
- C. Small Cylinders - \$150
- D. High Pressure - \$700

HOW TO RETURN EMPTY CYLINDERS:

1. Go to the General Stores Website at www.generalstores.psu.edu
2. Click on "**Returns**" or "**Cylinder Gas Information Packet**".
3. Complete and Submit form on-line.
4. The following fields on the form are required in order to submit the form:
 - Return Type
 - Tag Number
 - Campus (i.e. UP)
 - Room and Building
 - Contact Name
 - Phone Number
 - Fax Number
 - Email Address
 - Return Items - Quantity, Description (i.e. empty CO2 Tank).
5. Click "**SUBMIT**"

6. Once you submit your Return Form, you will receive an email notification of your transaction for your records.
7. **We highly recommend that you print out a copy of your email Return Transaction Notification and attach to the cylinder that is being returned. When the cylinder is picked up, the email Return Transaction Notification will be signed by the General Stores person picking up the cylinder. The signed email Return Transaction Notification will be for your records that the cylinder has been picked up.**
8. **We highly recommend that someone is present to sign for gas cylinder returns. This allows us to record the signature and the return electronically. If no one is present, General Stores personnel will sign “NOP” (No One Present) in the electronic handheld tracking device.**

Empty cylinders should be placed in a designated secure area at your delivery dock or room and secured by chains. Please return empty cylinders as soon as possible to minimize cylinder rental charges.

CYLINDERS WITH SUSPECTED LEAKS SHOULD BE REPORTED TO GENERAL STORES IMMEDIATELY.

After hours, please contact University Police at 863-1111, or Police-Fire-Ambulance at 911 or GTS, Inc. at 800-641-4357 (Emergency number located on the cylinder).

BILLING:

On the last working day of the month, a direct bill summary report is prepared for each budget and fund number. Please review the summary each month (or forward to the person responsible for your compressed gas cylinder program) for verification of the monthly charges. Please e-mail Trina Harris (ksh16@psu.edu) or call 863-8287 with any questions concerning your monthly summary, account changes, transfers and closings.

TYPES OF GAS	PURITY	SIZE	PRICE
100 PPM-30% CO2/AIR--UHP	CERTIFIED	200	\$ 76.87
0.1%-49% HYDROGEN/NITROGEN--UHP	CERTIFIED	200	\$ 90.85
0.1%-49% OXYGEN/NITROGEN--UHP	CERTIFIED	200	\$ 90.85
0.1%-49% HYDROGEN/ARGON--UHP	CERTIFIED	200	\$ 90.85
ACETYLENE (TO 150 HCF)	WELDING	3	\$20.97/HU
ACETYLENE (151-250 HCF)	WELDING	4	\$20.97/HU
ACETYLENE (251-450 HCF)	WELDING	5	\$20.97/HU
ACETYLENE #4	98.0	150	\$ 31.02
AIR, BREATHING	99.5	260	\$ 11.19
AIR, BREATHING T	99.5	300	\$ 21.48
AIR, DRY	<8ppm H2O	200	\$ 38.12
AIR(ZERO) (ULTRA ZERO AIR)	99.0	200	\$ 62.90
AMMONIA, ANHYDROUS	99.99	150	\$ 205.64
ARGON	99.997	333	\$ 27.95
ARGON (PP)	99.998	200	\$ 46.12
ARGON (UHP)	99.999	278	\$ 62.90
CO2	99.5	50	\$ 11.19
CO2	99.5	100	\$ 20.97
CO2 (BONE DRY)	99.8	200	\$ 41.93
CO2 (COLEMAN GRADE)	99.99	200	\$ 90.85
CO2 (USP)	99.0	50 lbs	\$ 42.44
ETHYLENE (CP)	99.5	200	\$ 90.85
HELIUM	99.995	244	\$ 63.31
HELIUM (HP)	99.997	245	\$ 76.87
HELIUM (UHP)	99.999	245	\$ 90.85
HELIUM (ZERO)	99.998	200	\$ 72.43
HELIUM BALLOON Q	99.95	80	\$ 49.44
HELIUM T	99.95	300	\$ 117.62
HYDROGEN	99.95	197	\$ 22.37
HYDROGEN (PM LAB ONLY)	99.95	261	\$ 27.95
HYDROGEN (UHP)	99.999	216	\$ 62.90
HYDROGEN (ZERO)	99.995	200	\$ 62.90
LASER MIX (4.5% CO2, 13.5% N2, bal He)	CERTIFIED	200	\$ 86.65
METHANE, CP	99.0	200	\$ 104.82

TYPES OF GAS	PURITY	SIZE	PRICE
METHANE (TECHNICAL)	98.0	200	\$ 104.82
METHANE (COMMERCIAL)	93.0	200	\$ 69.88
NITROGEN <2 PPM MOISTURE	99.995	304	\$ 8.39
NITROGEN (PP)	99.998	257	\$ 27.95
NITROGEN (UHP)	99.999	257	\$ 41.93
NITROGEN (ZERO)	99.998	200	\$ 55.90
NITROGEN (6000 PSIG-HIGH PRESSURE)	99.998	500	\$ 104.82
NITROGEN H	99.995	200	\$ 8.39
OXYGEN	99.5	282	\$ 8.39
OXYGEN	99.5	300	\$ 11.19
OXYGEN (UHP)	99.994	200	\$ 90.85
OXYGEN (ZERO)	99.8	200	\$ 48.92
OXYGEN S	99.5	200	\$ 14.78
OXYGEN, MEDICAL	99.8	D	\$ 9.79
OXYGEN, MEDICAL	99.8	E	\$ 12.58
P-10 ULTRA	CERTIFIED	226	\$ 90.85
P-5 ULTRA	CERTIFIED	226	\$ 90.85
PRESTOLITE	WELDING	MC	\$ 12.71
PRESTOLITE	WELDING	B	\$ 19.06
PROPANE - 40 LB	N/A		\$ 19.06
PROPANE - 33 TMF	N/A		\$ 19.06
STARGON	WELDING	336	\$ 41.93
RENTAL - UP TO 1 YEAR	N/A		4.80
RENTAL - AFTER 1 YEAR	N/A		10.00
RETEST	N/A		\$ 15.25
CYLINDER CAP	N/A		\$ 6.35
BRASS S/S REGULATOR MG 100-1-2-3	(Need CGA#)		\$ 158.81
BRASS D/S REGULATOR MG 120-1-2-3	(Need CGA#)		\$ 196.92
WALL BRACKET (1 CYL) ITEM #S546-W			\$ 38.12
WALL BRACKET (2 CYL) ITEM #ATNWB-200			\$ 50.82

TYPES OF GAS	PURITY	SIZE	PRICE
WALL BRACKET (3 CYL)			\$ 65.00
BENCH MOUNT BRACKET - ITEM #S546-B			\$ 54.63
CO2 REFILLS: 2.5# - \$6.35, 5# - \$12.71			
10# - \$12.71, 20# - \$12.71			
OXYGEN REFILLS: 20# - \$8.89, 40# - \$8.89			
125# - \$7.62			

GENERAL STORES DAILY GAS CYLINDER ORDER FAX SHEET

PLEASE FAX YOUR ORDER BEFORE 2:30 P.M. to 865-5533. ANY QUESTIONS, PLEASE CALL TRINA HARRIS AT 863-8287 OR THE GENERAL STORES MAIN LINE AT 863-0317.

BUDGET NUMBER: _____ FUND NUMBER: _____ COST CENTER (PROJECT #): _____

DELIVERY TO: ROOM #: _____ BUILDING: _____

PERSON USING CYLINDERS: _____

CONTACT PERSON, IF DIFFERENT FROM ABOVE: _____

TELEPHONE NUMBER: _____ DATE ORDERED: _____

ORDER CANNOT BE PROCESSED WITHOUT ABOVE INFORMATION!

<i>TYPE OF GAS</i>	<i>QUANTITY</i>	<i>SIZE</i>	<i>COMMENTS</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ADDITIONAL COMMENTS: _____

