

**Fuel Bid
Addendum No. 1**

Project Name: Fuel Bid		Project No.:	IFB#20-21-11
Prepared By: Wanda F. House		Date:	October 8, 2020

General Questions, Clarifications & Requirements:

Please find below general clarifications for the bid described above. Also, included are a number of attachments for your use. These include:

- Updated Bid Form
- Bid Tab from most current bid
- Current Vendor Invoice
- Current Vendor Bill of Lading
- Pictures of DEF tank

1. Question: Do you anticipate extending the bid due date?

Answer: No

2. Question: What additional details are you willing to provide, if any beyond what is stated in bid documents concerning how you will identify the winning bid?

Answer: All pertinent details are located in the bid document.

3. Question: Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com/free?

Answer: No

4. Question: Other than your own website, where was this bid posted?

Answer: No other location.

5. Question: Is Gross or Net OPIS Rack Report used? Usually it is Gross but on the 2018 Addendum Net was specified.

Answer: Net OPIS Rack Report

6. Question: Could you please clarify which 6 pm OPIS report you want to use? Usually the 10 am Contract OPIS for the day of delivery is used, but your request for the 6

pm report implies both the one from the day before (4.1 Pricing Adjustments) and the day of delivery, (the Note on Attachment A – Bid Price Form).

Answer: Vendors should use the end of delivery day report so if delivery were made on 10/13, the City would anticipate the OPIS report from end of day 10/13.

7. Question: To clarify, do you want us to use the Rack Average and not a specific supplier's price from this report, as implied by para 4.1?

Answer: Yes

8. Question: Could you explain what your DEF needs are? Do you want bulk deliveries to tanks or totes, or do you want drums or jugs delivered? Do you own DEF tanks or totes? Do you need us to supply them? Do you need pumping equipment?

Answer: Our DEF storage is above ground. We have two tanks total, and each tank is 500 gallons. Provided are pictures of the unit. Please contact the manufacturer of the storage tank for further information: SPATCO, 800.477.2826, <https://spatco.com/contact>

9. Question: The DEF section on the Bid Form has a space for Diesel Additive. This would not be applicable for DEF.

Answer: It has been removed.

10. Question: Could I get a copy of the bid tabulation from 2018?

Answer: Yes

11. Question: On the bid form you ask us to use the OPIS from 10/12/2020. However, the bid is due 10/13 and this does not allow time for mailing or even overnight delivery which is only guaranteed to Greenville by the end of the day the next day. It totally eliminate 2-day priority or FedEx delivery. Are you requesting email or faxed bids?

Answer: All bids should be provided via email.

12. Question: May we be provided with a list of qualified WMBEs for this project?

Answer: For a list of MWBE firms, please use the Historically Underutilized Business Directory found at <https://ncadmin.nc.gov/businesses/hub>

13. Question: Will good faith efforts be accepted if a vendor is unable to find a MWBE to work on this project?

Answer: Yes

14. Question: On the previous bid the 2% goal was clarified to be a goal and not a quota, is this still the case?

Answer: Yes

15. Question: When is the anticipated award date?

Answer: It is anticipated that the recommended award will go before Council in November for approval.

16. Question: Will the award be decided at a board meeting? If so when is the first meeting after the opening?

Answer: Yes, please see question #15.

17. Question: May we be provided with a list of bidders invited to the bid?

Answer: Please see attached bidder's list.

18. Question: Can the date for the OPIS to be used in the bid be changed to the 9th? OPIS posts the pricing the day after so the prices from Friday the 9th will be posted on Monday the 12th and that would give vendors more time to ensure their bid arrives and will allow for time to correct possible technical issues that may prevent them from getting the bid submitted on time by the 13th.

Answer: Yes, the date is now October 9. See updated Bid Form.

19. Question: Please provide sample invoices for all product types and transaction types.

Answer: Please see attached.

20. Question: Please provide bill of ladings for all fuel grades on this solicitation.

Answer: Please see attached.

21. Question: Please provide the tabulations for the current contact.

Answer: Please see attached.

22. Question: Please provide tax exemptions/certificates.

Answer: We are exempt Federal Excise 10% Alcohol Blend Tax and NC Gas & CLR Sales Tax, and NC Gas Tax – 5A

23. Question: Are taxes to be included in the fuel differential?

Answer: Taxes are to be itemized.

24. Question: Are taxes to be line itemed on the invoice?
Answer: Yes
25. Question: Who is the current vendor?
Answer: Petroleum Traders
26. Question: What is the contract start and end date?
Answer: 2 year contract, renewable – 2 additional 1 year periods.
27. Question: What is the expected start date for deliveries?
Answer: November
28. Question: Is it the intent to award to a single vendor?
Answer: Yes
29. Question: Would you be able to provide each site's individual annual volume by fuel grade?
Answer: The individual volumes are provided in the solicitation. Generators as needed, no estimate.
30. Question: Please indicate whether the tank is above or below ground for each site.
Answer: Diesel and unleaded are below ground. DEF tanks (2) are above ground.
31. Question: Who is your current tankwagon vendor?
Answer: Petroleum Traders
32. Question: How will the DEF be delivered (i.e. tote, jug, barrel)?
Answer: Truck – fixed tanks
33. Question: If the DEF is delivered in a tote, do you require tote fill-ups or a new tote each delivery?
Answer: Non-Applicable
34. Question: Is a forklift available for DEF deliveries?
Answer: Non-Applicable

35. Question: What is the address of the location(s) requiring deliveries of DEF?
Answer: 1500 Beatty Street
36. Question: Is there a MBE goal for this solicitation?
Answer: 2%
37. Question: Is there a WBE goal for this solicitation?
Answer: 2%
38. Question: If there is a MWBE goal for this solicitation, are any good faith efforts (GFEs) required to be documented or communicated to the City?
Answer: Not at this time.
39. Question: Is the City interested in a fixed fuel price for the term of the contract?
Answer: No
40. Question: Can you confirm information on page 11? It states NC Sales tax – was this supposed to be NC Excise Tax?
Answer: Yes
41. Question: I see on the draft form under 2.8.3, that cost of additive would be included in what City will pay but on the bid there is no mention of City paying for additive but it is included in pricing. Just wanted to confirm that City would pay for additive.
Answer: Yes
44. Question: Do you plan to split the award between multiple vendors?
Answer: No, the intent is to award to one vendor, but we do reserve the right to award in a manner most advantageous to the City.
45. Question: Please provide a current gas invoice.
Answer: See attached.
46. Question: Please provide a current gas and Bill of Lading.
Answer: See attached.
47. Question: Please provide a current diesel invoice.
Answer: See attached.
48. Question: How will this bid be scored for award?
Answer: We will award to the lowest responsive, responsible bidder.

49. Question: Has the City of Greenville ever requested an emergency delivery?
Answer: Yes, due to a potential hurricane.
50. Question: Are all tankwagon deliveries emergency?
Answer: The idea is to have some type of fuel dispensing capability at the location mentioned. It could be one of the methods mentioned. It could be for example, a tank in a trailer, or any other suitable delivery. Fleet will oversee the station.
51. Question: Can we provide separate pricing for emergency deliveries?
Answer: Yes, but we would like to have an explanation of the cost or breakdown so that we will know what it would cost.
52. Question: Please confirm there is only one tank for unleaded gasoline.
Answer: Yes, we only have one, 20k underground tank.
53. Question: Please confirm there is only one tank for diesel.
Answer: Yes, we only have one, 20k underground tank.
54. Question: Does the City of Greenville have an OPIS subscription?
Answer: No
55. Question: Will winter diesel additive be required?
Answer: We want additive to be added during the entire year. The goal is to add anti-gel corrosion inhibitors fuel injector detergents and boost cetane.
56. Question: What type of additive should be provided by the vendor?
Answer: Additive Clear Diesel – BOL:1305541.
57. Question: How do you currently prevent diesel from gelling in the winter?
Answer: Additive mentioned.
59. Question: What additive treatment ratio is being used?
Answer: See invoice.
60. Question: Does every load receive additive treatment?
Answer: Yes.
61. Question: DEF does not post in OPIS, how is the DEF priced (i.e. NOLA adjusting, Fixed Price, etc.)?
Answer: Fixed Price.

62. Question: In light of the current COVID-19 pandemic, will an electronic signature be allowed in this solicitation, or does the City of Greenville, NC require a “wet” signature?
Answer: No.
63. Question: Can I get a copy of a recent freight invoice with corresponding BOL’s for 2 gasoline, 2 gasoline, 2 diesel, and 1 dyed diesel delivery?
Answer: See attached.
64. Question: Do you have to bid on all items in Attachment A – Bid price form to be considered for award or are you willing to award items separately to more than one vendor?
Answer: We will award in the best interest of the City.
65. Question: Based on Attachment A you are requesting a per gallon price for emergency. Based on experience, rather than a per gallon margin for emergency work, an emergency hourly rate applies. If your main tanks tend to flood and you need access to a tank wagon truck to provide fuel you may need that truck for several hours or days so a per gallon rate is typically not used for emergency work. Would you allow explanation for pricing using this formula?
Answer: Yes
66. Question: Will prior experience in emergency work be taken into consideration or is this portion of the bid based solely on the lowest bid?
Answer: It may be a factor in terms of responsibility.
67. Question: Is there a local preference advantage set forth in his bid and if so what do you consider local?
Answer: No
68. Question: Is your pricing formula base on OPIS Rack average GROSS or NET?
Answer: Net
69. Question: On Attachment A for the DEF you have a place to put the Selma Rack average and an additive. Are we supposed to put N/A in the rack price field and our quote for the DEF per gallon in the additive field and then our transportation costs? Also, do those taxes apply to DEF?
Answer: The additive line item has been removed for DEF.
70. Question: Are you tanks below ground are above ground and if above ground do you have a pump on site?
Answer: Diesel and gasoline are below ground.

72. Question: Can you store the additive at your site to be added by the driver upon delivery or do you want it added prior to delivery?

Answer: Either way is fine. It is typical to add prior to delivery.

End of Addendum No. 1

Attachments

Attachment A—Bid Price Form

The City of Greenville, North Carolina PURCHASING OFFICE

Gasoline and Diesel Fuel Per Specifications

Informal Bid# 20-21-11

Pursuant to N.C.G.S. § 143-131, as amended, bids and proposals subject to the conditions and specifications herein, are invited for furnishing the following equipment, materials, services, or repair work. **All bids must be received by the City of Greenville's Financial Services Manager by 4:00 PM on Tuesday, October 13, 2020**

By: Denisha Harris, Financial Services Manager

POSITIVELY NO BIDS CONSIDERED UNLESS SUBMITTED ON THIS FORM

The undersigned bidder declares that he is aware of all terms and conditions set forth in this solicitation herewith and agrees that if this bid is accepted, that he/she will supply and deliver fuel at the prices shown below.

NOTE: Please complete the Selma OPIS Rack Avg. Price per gallon as of 6pm on the day listed as your base price.

E10 Gasoline (transport load)

Selma OPIS Rack Avg. Price per gal as of 10/9/2020	\$
Transportation price per gal.	\$
Inspection Fee, LUST & Oil Spill Tax per gal	\$.0054
Total Profit margin per gal	\$
Total Cost to City per gal	\$

E10 Gasoline (tank wagon load or portable tanks)

Selma OPIS Rack Avg. Price per gal as of 10/9/2020	\$
Transportation price per gal.	\$
Inspection Fee, LUST & Oil Spill Tax per gal	\$.0054
Total Profit margin per gal	\$
Total Cost to City per gal	\$

Ultra Low Sulfur Diesel Fuel (transport load)

Selma OPIS Rack Avg. Price per gal as of 10/9/2020	\$
Cost for diesel fuel additive	\$
Transportation price per gal.	\$
Inspection Fee, LUST & Oil Spill Tax per gal	\$.0056
Total Profit margin per gal	\$
Total Cost to City per gal	\$

Ultra Low Sulfur Diesel Fuel (tank wagon or portable storage)

Selma OPIS Rack Avg. Price per gal as of 10/9/2020	\$
Cost for diesel fuel additive	\$
Transportation price per gal.	\$
Inspection Fee, LUST & Oil Spill Tax per gal	\$.0056
Total Profit margin per gal	\$
Total Cost to City per gal	\$

Off-Road Ultra Low Sulfur Diesel Fuel (tank wagon) Deliver to Generators.

Selma OPIS Rack Avg. Price per gal as of 10/9/2020	\$
Cost for diesel fuel additive	\$
Transportation price per gal.	\$
Inspection Fee, LUST & Oil Spill Tax per gal	\$.0056
Total Profit margin per gal	\$
Total Cost to City per gal	\$

Diesel Exhaust Fluid.

Selma OPIS Rack Avg. Price per gal as of Date: 10/9/2020	\$
Transportation price per gal.	\$
Inspection Fee, LUST & Oil Spill Tax per gal	\$.0056
Total Profit margin per gal	\$
Total Cost to City per gal	\$

Fuel Bid: IFB 18-19-06

Vendor		Transportation Fee per Gallon	Inspection Fee, LUST & oil Spill Tax per gallon	Profit per gallon	Total cost
E10 Gasoline					
Indigo Energy		\$0.0341	\$0.0054	\$0.00	\$0.0395
James River Energy Solution		\$0.0050	\$0.0054	\$0.00	\$0.0104
Musket Corporation		\$0.0670	\$0.0054	\$0.07	\$0.1424
Red Star Oil Company INC		\$0.0700	\$0.0054	\$0.06	\$0.1354
Pitt Country Mart INC		\$0.0300	\$0.0054	-\$0.02	\$0.0154
Petroleum Traders Coporation		\$0.0302	\$0.0054	-\$0.0377	-\$0.0021
Mansfield Oil Company of Gainesville INC		\$0.0131	\$0.0054	\$0.00	\$0.0185

Vendor	Cost for diesel fuel addictive	Transportation Fee per Gallon	Inspection Fee, LUST & oil Spill Tax per gallon	Profit per gallon	Total cost
Ultra Low Sulfur Diesel Fuel					
Indigo Energy	None offer	0.0436	0.0056		0.0492
James River Energy Solution	0.0200	0.1	0.0056		0.1256
Musket Corporation	None offer	0.062	0.0056	0.07	0.1376
Red Star Oil Company INC	0.4500	0.015	0.0056	0.06	0.5306
Pitt Country Mart INC	0.0100	0.035	0.0056	-0.02	0.0306
Petroleum Trader Corporation	0.0150	0.0338	0.0056	-0.0312	0.0232
Mansfield Oil Company of Gainesville INC	0.0250	0.0168	0.0056	0	0.0474

Emergency Purchases

Vendor		Transportation Fee per Gallon	Inspection Fee, LUST & oil Spill Tax per gallon	Profit per gallon	Delivery Charge	Staging Cost	Total cost
E10 Gasoline							
Indigo Energy			\$0.0054	\$0.00	\$300.00	\$5,000.00	\$0.0054
James River Energy Solution		\$0.0390	\$0.0054	\$0.00			\$0.0444
Musket Corporation		\$0.3000	\$0.0054	\$0.07			\$0.3754
Red Star Oil Company INC							\$0.0000
Pitt Country Mart INC		\$0.1500	\$0.0054	\$0.15			\$0.3054
Petroleum Traders Coporation		\$0.0950	\$0.0054	\$0.0350			\$0.1354
Mansfield Oil Company of Gainesville INC		\$0.3800	\$0.0054	\$0.00			\$0.3854

Vendor	Cost for diesel fuel addictive	Transportation Fee per Gallon	Inspection Fee, LUST & oil Spill Tax per gallon	Profit per gallon	Delivery Charge	Staging per day	Total cost
Ultra Low Sulfur Diesel Fuel							
Indigo Energy	None offer		\$0.0056		\$300.00	\$5,000.00	\$0.00560
James River Energy Solution	0.0200	\$0.0400	\$0.0056				\$0.06560
Musket Corporation	None offer	\$0.3500	\$0.0056	\$0.0700			\$0.42560
Red Star Oil Company INC							\$0.00000
Pitt Country Mart INC	0.0100	\$0.1500	\$0.0056	\$0.1500			\$0.31560
Petroleum Trader Corporation	0.0150	\$0.0950	\$0.0056	\$0.0350			\$0.15060
Mansfield Oil Company of Gainesville INC	0.0250	\$0.3800	\$0.0056	\$0.0000			\$0.41060



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:
09/21/2020		70182/1		1584517	ACCOUNT, BID	PITT COUNTRY MART

Billing Address:

GREENVILLE, CITY OF
 1500 BEATTY STREET
 GREENVILLE, NC 27834
 Email: AMALDONADO@GREENVILLENC.GOV;

Shipped To:

GREENVILLE, CITY OF
 PUBLIC WORKS
 1500 BEATTY STREET
 GREENVILLE, NC 27834
 County: PITT, NC

Terms: ACH PMT DUE WITHIN 30 DAYS

Invoice

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
87 CONVENTIONAL UNLEADED GASOLINE WITH 10% ETHANOL 9.0 RVP OR MORE	8785.0000	\$1.288300	\$11,317.72
BOL: 1302084 Gross: 8821.0/Net: 8785.0/N Temp: 66.0 API Gravity: 61.3 CONTAINS ETHANOL.			

Taxes

FEDERAL EXCISE 10% ALCOHOL BLEND TAX \$0.183 on each of 8785 sold gallons EXEMPT: STATE, LOCAL GOV'T AND SCHOOLS - License:	\$0.00
FEDERAL GAS LUST TAX \$0.001 on each of 8785 sold gallons	\$8.79
NC GAS & CLR SALES TAX (ON ROAD PROD) 6.75% of \$11317.72 EXEMPT: ON ROAD PRODUCTS - License:	\$0.00
NC GAS TAX - 5A UNLICENSED DIST, RETAILER & END USER \$0.361 on each of 8785 sold gallons EXEMPT: STATE GOVERNMENT AGENCIES - License:	\$0.00
NC INSPECTION FEE \$0.0025 on each of 8785 sold gallons	\$21.96
OIL SPILL TAX. \$0.00214 on each of 7906.50 sold non-renewable gallons	\$16.92

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.

\$11365.39 PAYMENT DUE IN PETROLEUM TRADERS' OFFICES BY 10/21/2020

INVOICE TOTAL:

\$11,365.39

We reserve all other rights and remedies.

Pitt Country Mart, Inc

P O Box 965 Bethel, NC 27812
 252-758-5397 fax 252-758-8673
 24 hr Emergency Response
 Call INFOTRAC 800-535-5053

Date 9/30/2020

Driver Name JVann

BOL # 1305541

Ship to: City of Greenville

City, State Greenville, NC

	Gross Gals	Net Gals
Unleaded Gasoline Flammable Liquid, 3, UN1203		
Plus Unleaded Gasoline Flammable Liquid, 3, UN 1203		
Super Unleaded Gasoline Flammable Liquid, 3, UN 1203		
Clear Ultra-low Sulfur Diesel Combustible Liquid, 3, NA 1993	7501	7453
Dyed Ultra-low Sulfur Diesel Combustible Liquid, 3, NA 1993		

Charges		
Split load	Yes	No
Split Drop	Yes	No
Pump	Yes	No

UST Permit # _____
 Expiration Date 12/30
 Above Ground Tank

	Unleaded		Plus		Premium		Diesel	
	Tank 1	Tank 2	Tank 1	Tank 2	Tank 1	Tank 2	Tank 1	Tank 2
Beg Inches								
Water Ending Inches								
Delivered Gals								

Mileage	Beg	End
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Driver Comments 4 gallons additive

This is to certify that I have checked documents pertaining to this shipment, verified the product to be received and the above described property has been received in good condition and unloading was performed in an acceptable manner except as noted.

 Consignee Signature

JVann
 Driver Signature

NON-NEGOTIABLE / BILL OF LADING



**"FOR CHEMICAL EMERGENCY -
SPILL, LEAK, FIRE, EXPOSURE
OR ACCIDENT CALL CHEMTREC
800-424-9300 DAY OR NIGHT."
(CHEMTREC CONTRACT #12365)**

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.

THE CARRIER CERTIFIES THAT THE CARGO TANK SUPPLIED FOR THIS SHIPMENT IS A PROPER CONTAINER FOR THE TRANSPORTATION OF THIS COMMODITY AS DESCRIBED BY THE SHIPPER.

THE SUPPLIER WHOSE NAME IS INDICATED ON THIS BOL IS RESPONSIBLE FOR COLLECTING AND REMITTING THE STATE MOTOR FUEL TAXES.

GASOLINE ADDITIZED TO MEET EPA DETERGENT ADDITIVE REQUIREMENTS.

THE DRIVER BY SIGNING THIS TICKET HEREBY CERTIFIES THAT TRANSPORT WAS LOADED AS SPECIFIED.
SIGN HERE → _____
DATE

RECEIVED QUANTITIES IN GOOD ORDER
SIGN HERE → _____
DATE

1 TANK TRUCK

HAZARDS
NA 1993, DIESEL FUEL, 3, PGIII, ERG#128

GALLONS
7501

Product Loaded At:
Selma 1 Bay 2 2200 West Oak St Selma, NC 27576 Phone: (919)965-6043

SOLD TO: VALERO UNBRANDED
ONE VALERO WAY
SAN ANTONIO, TX 78249

SHIP TO: 0000576165
PETROLEUM TRADERS-UNBC-NC
, NC

SUPPLIER: VALERO MARKETING & SUPPLY CO.
PO BOX 500
HOUSTON, TX 77002

PETROEX/TABS # MANIFEST DATE
1305541 09/30/20
SPECIAL HANDLING ORDER #

CARRIER: PITT COUNTRY MART
4787 NC 11 NORTH
BETHEL, NC 27812

DRIVER NAME DRIVER #
JASON KERN VANN 1362
TRAILER NUMBER END LOAD TIME LOAD SPOT
6 07:28 12

----- PRODUCT INFORMATION -----

PRODUCT	OCT	GROSS	TEMP	GRAV	NET
531520 ULSD CLEAR		7501	73.6	37.2	7453
ULSD BASE		7501	73.6	37.2	7453

***** Additive Information *****
Adtv name Rate Target Gross Adtv%

ULTRA LOW SULFUR DIESEL, SEE NOTE 6-MAY CONTAIN UP TO 5% RENEWABLE DIESEL