



CITY OF WACO

Purchasing Services
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www.waco-texas.com

Date: 1-21-2012
RFB No: **2012-009**
Commodity: **Diesel Fuel**
Buyer: **Mr. Jody Copp**

Closing Time: 3:00 P.M. CST, January 27, 2012
Opening Time: 3:01 P.M. CST, January 27, 2012

Bid Opening Location: Operations Center, Purchasing Services Office, 1415 N. 4th St.,
Waco, TX 76707

Addendum No: 1

The above-mentioned Bid invitation has been changed in the following manner. **Sign and return addendum to the Purchasing Office by the closing time and date with your RFB response.** Returning this page signed by your authorized agent will serve to acknowledge this change. All other requirements of the invitation remain unchanged. If you have any questions, please call or stop by the Purchasing Office at the above address.

- 1. See Attachment 1 with questions and answers that have been submitted in writing by potential bidders.**

Firm: _____

Address _____

Signature of Person
Authorized to Sign Bid: _____

Signor's Name and Title
(print or type): _____

E-mail Address: _____

Date: _____ Telephone: _____ Fax: _____

ATTACHMENT 1

- 1.) **Clarification** – Texas dyed diesel will be tax exempt, permit # will be available to vendor awarded contract.
- 2.) **Who is your current vendor for fuel?** – RKA Petroleum
- 3.) **What is your current Fuel contract's pricing structure?** – Freight, pump-off charge (if applicable) & constant mark-up. However, the pump-off charge will NOT be paid if a pump is available at the fueling site.
- 4.) **Please confirm the delivery hours. Will it be 7:30a - 5p, Mon - Sat or 8a - noon and 1p - 4p, Mon - Fri?** - 8 to noon & 1 to 4 at the Waco Landfill. 8 to 5 at Waco Transit and City of Waco Colcord site.
- 5.) **Are we supposed to include environmental fees such as LUST or Oil Spill Fees in our Constant?** – Include these fees in your overhead, but list individually on the revised bid sheet attached as Appendix A.
- 6.) **May we have the tabulations from your last recent fuel bid?** - Yes, please see Appendix B.
- 7.) **What DBE company is currently participating?** – The current provider declared themselves to be a DBE.
- 8.) **When is the anticipated start date?** – The anticipated contract start date is 2/22/12 pending Council approval.
- 9.) **Can you name the potential suppliers expected to place offers?** – The sign-in sheet from the prebid meeting has been posted on Demandstar and the City of Waco website.
- 10.) **Are payments available via ACH?** – Yes, please see page 32, section 7, d.
- 11.) **Of the total estimated gallons of 791,250, how many gallons of dyed diesel do you anticipate?** - Approximately 7,000 gallons/month.
- 12.) **What are the average gallons of dyed diesel per delivery and how often are orders requested?** - TBD. This is the first time for dyed diesel to be included in the City of Waco diesel contract.
- 13.) **Per the previous RFB 2010-001 there were 5 locations listed with 2 of them, WMARSS and Cottonwood Creek Golf Course, being tank wagon deliveries. Do these locations fall under this current RFB?** - No, the City of Waco no longer accepts tank wagon deliveries as the City has a bobtail for internal fuel transfers.
- 14.) **If the above locations do fall under this RFB, can you please provide the tank size, storage, and delivery frequency?** - Per question 13, not applicable.
- 15.) **Why is the City choosing not to exercise their renewal options with their current supplier? (i.e. Price escalation, performance concerns)?** – Due to changes in pricing and the industry over the last 2 years, City staff felt it beneficial to review the bid package and enter into an updated contract.

APPENDIX A

**CITY OF WACO
OFFICIAL BID SHEET
BID INVITATION NO: RFB 2012-009
Diesel Fuel**

DATE: _____

BIDDER (Company Name): _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME OF *AUTHORIZED SIGNER* ABOVE: _____

- I. Refer to "Standard Instructions for all Bids" before completing Bid Sheet.
 - II. a. Price: quote your best price, F.O.B. Destination, on each item.
b. Delivery Date: promised delivery time in days after receipt of order.
 - III. In submitting this bid, I certify:
 - a. Items bid are in exact accordance with specifications, unless noted in bid.
 - b. That prices in this bid have been arrived at independently, without consultation or agreement with any competitor for the purpose of restricting competition.
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PRICING INFORMATION		
Contract Agreement for BULK DIESEL MOTOR FUEL in accordance with specifications. Bidders will base terminal selling price for January 25, 2012. Bidder may bid on any one, or all items.		
1.0	Diesel No. 2 Grade in Transport Deliveries Transport Load = 7400 Gallons. 10/1/2011 – 9/30/2012, Approximate Annual Quantity: 791,250 gallons	---
1.1	Terminal Price/Gallon	\$
1.2	Constant: (Profit + Overhead) per Gallon 1.2.1 Diesel: Daily rack price: _____ cents/gallon Federal Oil Spill Trust Fund: _____ cents/gallon Federal Lust Tax Diesel: _____ cents/gallon Texas Diesel Tax: _____ cents/gallon Constant Markup: _____ cents/gallon Pump off charge: _____ cents/gallon	\$
1.3	Selling Price/Gallon for January 25, 2012.	\$
1.4	Branded/unbranded fuel (Circle one)	Yes - No

1.5	Terminal name and location: _____ _____	<<<
1.6	Other terminals you are permitted to purchase from for Diesel No. 2: _____	Include information as Attachment One
2.0	Diesel No. 2 Grade in Tank-Wagon Deliveries Estimated Annual Quantity: included in item OBS 1.0 Typical delivery is 1,200-2,100 gallons	---
2.1	Terminal Price/Gallon	\$
2.2	Constant: (Profit + Overhead) per Gallon 1.2.1 Diesel: Daily rack price: _____ cents/gallon Federal Oil Spill Trust Fund: _____ cents/gallon Federal LUST Tax Diesel: _____ cents/gallon Texas Diesel Tax: _____ cents/gallon Constant Markup: _____ cents/gallon Pump off charge: _____ cents/gallon	\$
2.3	Selling Price/Gallon: for January 25, 2012	\$
2.4	Branded/Unbranded fuel: (Circle one)	Yes - No
2.5	Terminal name and location: _____ _____	<<<
3.0	Emergency Off-site Fueling: Please list address/locations of any off-site fueling stations that you can provide: _____	Include information as Attachment Two

<p>3.1</p>	<p>Emergency Off-site Fueling Fees: Please list any "fees" and/or "markup" (per gallon charge) that you would require for the use of those off-site facilities listed above:</p> <p>3.1.1 Diesel:</p> <p>Daily rack price: _____ cents/gallon</p> <p>State tax: _____ cents/gallon</p> <p>Freight: _____ cents/gallon</p> <p>Load fee: _____ cents/gallon</p> <p>Markup: _____ cents/gallon</p>	<p><<<</p>
<p>4.0</p>	<p>Pump off Charge (If applicable)</p>	<p>\$</p>
<p>5.0</p>	<p>Payment Terms: Payment will made lump sum in thirty (30) days after acceptance of commodity and receipt of invoice unless a _____% early payment discount is offered for payment in ten (10) days.</p>	<p><<<</p>

COMPLETED FORM MUST BE RETURNED WITH BID

APPENDIX B

Vendor City, State	Brenco Marketing Corp. Bryan, TX	RKA Petroleum Romulus, MI	Ports Petroleum Company Wooster, OH	SC Fuels Orange, CA	Martin Eagle Oil Co., Inc. Denton, TX	Mansfield Oil Co. Gainesville, GA	Gold Star Petroleum, Inc Spring, TX	IPC (USA), Inc. Irvine, CA	Petroleum Traders Fort Wayne, IN
MWBE/DBE? →	Yes, Woman	Yes, Woman	No	No	No	No	Yes, Hispanic	No	No

1.0	Diesel No. 2 Grade in Transport Deliveries. Transport Load = 7400 Gallons. 10/1/2008 – 9/30/2009, Approximate Annual Quantity: 728,750 gallons	----	----	----	----	----	----	----	----	
1.1	Terminal Price/Gallon	\$2.1325	\$2.1688	\$2.1839	\$2.1140	\$2.1415	\$2.1340	\$2.1530	\$2.0782	\$2.1140
1.2	Constant: (Profit + Overhead) per Gallon	\$0.0245	\$0.0087	\$0.0200	\$0.0475	\$0.0275	\$0.0318	\$0.0657	\$0.1090	\$0.0512
1.3	Selling Price/Gallon for October 22, 2009.	\$2.1570	\$2.1794	\$2.2039	\$2.1615	\$2.1690	\$2.1658	\$2.2187	\$2.1872	\$2.1652
1.4	Branded/unbranded fuel (Circle one)	Unbranded	Unbranded	Unbranded	Unbranded	Unbranded	Unbranded	Unbranded	Unbranded	Unbranded
1.5	Terminal name and location:	Motiva Enterprises, LLC: 420 S. Lacy St., Waco, TX, 76705	Flint Hills: 2017 Kendall , Waco, TX	Motiva - 420 S. Lacy Dr., Waco, TX 76705; Flint Hills - 2017 Kendall Lane, Waco, TX 76705	Flint Hills: 2017 Kendall Ln., Waco, TX	Delek Product at Motiva Terminal Waco, TX	Flint Hills, Terminal in Waco, TX	Flint Hills @ Waco, TX	Waco - Motiva, Texas	Phillips, Waco, TX
1.6	Other terminals you are permitted to purchase from for Diesel No. 2:	Flint Hills Resources	Motiva, Waco, TX	Ports Petroleum is authorized at 39 terminals in Northern Texas	Motiva Hearne & Waco; Plains Hearne & Waco		Frost, TX/Hearne, TX/Dallas, TX	Waco, DFW, Austin, San Antonio, Houston, Hearne, Tyler, Mt. Pleasant, Caddo Mills, Aledo, Abilene, Big Spring, San Angelo & all other major terminals in the state of Texas	Flint Hills, Citgo, Waco, Texas	
2.0	Diesel No. 2 Grade in Tank-Wagon Deliveries. Estimated Annual Quantity: included in item OBS 1.0. Typical delivery is 1,200-2,100 gallons.	----	----	----	----	----	----	----	----	----
2.1	Terminal Price/Gallon	\$2.1325	\$2.1688	No bid	No Bid	No Bid	No Bid	\$2.1530	\$2.0782	No Bid
2.2	Constant: (Profit + Overhead) per Gallon	\$0.1000	\$0.2385	No bid	No Bid	No Bid	No Bid	\$0.2014	\$0.2050	No Bid
2.3	Selling Price/Gallon: for October 22, 2009	\$2.2325	\$2.4092	No bid	No Bid	No Bid	No Bid	\$2.3544	\$2.2832	No Bid
2.4	Branded/Unbranded fuel: (Circle one)	Unbranded	Unbranded	Unbranded	No Bid	No Bid	No Bid	Unbranded	Unbranded	No Bid
2.5	Terminal name and location:	Motiva Enterprises: 420 S. Lacy St., Waco, TX, 76705	Flint Hills or Motiva, Waco, TX	N/A	No Bid	No Bid	No Bid	Flint Hills - Waco, TX	Waco - Motiva, Texas	No Bid
3.0	Emergency Off-site Fueling: Please list address/locations of any off-site fueling stations that you can provide:	Zipn Food Store #133	No Bid	N/A	No Bid	No Bid	None	None	None	N/A
3.1	Emergency Off-site Fueling Fee's: Please list an "fee's" and/or "markup" (per gallon charge) that you would require for the use of those off-site facilities listed above:	----	----	----	----	----	----	----	----	----
	3.1.1 Diesel:	----	----	----	----	----	----	----	----	----
	Daily Rack Price: cents/gallon	\$2.1325		N/A	No Bid	No Bid	No Bid	N/A	No bid	No Bid
	State Tax: cents/gallon	\$0.2000			No Bid	No Bid	No Bid	N/A	No bid	No Bid
	Freight: cents/gallon	\$0.0200			No Bid	No Bid	No Bid	N/A	No bid	No Bid
	Load Fee: cents/gallon	\$0.0020			No Bid	No Bid	No Bid	N/A	No bid	No Bid
	Markup: cents/gallon	\$0.1000			No Bid	No Bid	No Bid	N/A	No bid	No Bid
4.0	The City does not currently use E15, E85 and/or Gasohol E10 (a fuel mixture of 10% ethanol and 90% gasoline) at this time. However, future requirements may necessitate their use. Please indicate whether or not your company has access to, and can provide these fuel blends.	----	----	----	----	----	----	----	----	----
4.1	Gasohol (Circle one) Yes/No	Yes	Yes	Yes	N/A Diesel	Yes	Yes	Yes	Yes	Yes
5.0	Payment Terms: Payment will made lump sum in thirty (30) days after acceptance of commodity and receipt of invoice unless a _____% early payment discount is offered for payment in ten (10) days.	0	.0053 cpg		0	N/A	-	0	0	

Vendor City, State	Sun Coast Resources Houston, TX
MWBE/DBE? →	Yes, Woman
1.0	Diesel No. 2 Grade in Transport Deliveries. Transport Load = 7400 Gallons. 10/1/2008 – 9/30/2009, Approximate Annual Quantity: 728,750 gallons
1.1	Terminal Price/Gallon \$2.1325
1.2	Constant: (Profit + Overhead) per Gallon \$0.0325
1.3	Selling Price/Gallon for October 22, 2009. \$2.1650
1.4	Branded/unbranded fuel (Circle one) Unbranded
1.5	Terminal name and location: Waco: Flint Hills and Motiva
1.6	Other terminals you are permitted to purchase from for Diesel No. 2: Austin - Flint Hills
2.0	Diesel No. 2 Grade in Tank-Wagon Deliveries. Estimated Annual Quantity: included in item OBS 1.0. Typical delivery is 1,200-2,100 gallons.
2.1	Terminal Price/Gallon \$2.1325
2.2	Constant: (Profit + Overhead) per Gallon \$0.1300
2.3	Selling Price/Gallon: for October 22, 2009 \$2.2625
2.4	Branded/Unbranded fuel: (Circle one) Unbranded
2.5	Terminal name and location: Waco: Flint Hills and Motiva
3.0	Emergency Off-site Fueling: Please list address/locations of any off-site fueling stations that you can provide: 7759 Johnny Morris Rd, Austin, TX 78724
3.1	Emergency Off-site Fueling Fee's: Please list an "fee's" and/or "markup" (per gallon charge) that you would require for the use of those off-site facilities listed above: -----
	3.1.1 Diesel: -----
	Daily Rack Price: cents/gallon \$2.1325
	State Tax: cents/gallon
	Freight: cents/gallon NA
	Load Fee: cents/gallon NA
	Markup: cents/gallon \$0.1000
4.0	The City does not currently use E15, E85 and/or Gasohol E10 (a fuel mixture of 10% ethanol and 90% gasoline) at this time. However, future requirements may necessitate their use. Please indicate whether or not your company has access to, and can provide these fuel blends. -----
4.1	Gasohol (Circle one) Yes/No Yes
5.0	Payment Terms: Payment will made lump sum in thirty (30) days after acceptance of commodity and receipt of invoice unless a _____% early payment discount is offered for payment in ten (10) days.