

RFP WCS-TR-2018-001 Fuel Supply – Diesel and Unleaded Fuel

Q&A 1

Do both hard copies need to be originals or will one original and one copy meet the request?

One original and one copy.

Is the submission deadline 2:00 on February 19th as stated on page 5 or 2:00 on February 16th as stated on page 4?

Good catch. Yes, it is supposed to be Friday February 16, 2019.

When you state “Low Rack Price” is this in reference to the lowest rack we are able to pull or the actual OPIS Low published on the OPIS Reports?

It is the Low Published on the OPIS report for the terminal that you pull fuel from. This should match the bill of lading.

Which city are you requesting the OPIS report for?

Report for the terminal you will be pulling the fuel from. This needs to be sent to us daily so we can watch the market.

What would the cost of each background check be?

Per my HR department, the cost is \$48-52.

What is the estimated annual usage of diesel per site?

I don't have it by site. 6.3.1 lists the total estimated consumption. 6.4 lists the size of the tanks. This is the only level of detail I have.

It appears that your current vendor is charging all taxes as separate line items. Is this how you would like taxes to be charged for this bid as well?

Yes.

Are the extensions mutually agreed upon?

Yes. We will contact the successful vendor with renewal agreement (usually a simple email confirming our intent to continue) between 30-60 days before the end of the calendar year each year. If you desire to not renew the contract, we will require a 120 day notice to give us time to re-issue an RFP.

Have any addendums been released for this bid?

Not at this time. All changes will be posted on Vendor Registry and email notification will be sent. It is the vendor responsibility to check for changes posted.

Are the deliveries made to the Operations Complex split loads between gas and diesel?

Yes. Usually they are split loads to that one site.

What are the delivery hours?

9am-1pm. We require deliveries while WCS employees are present. Outside this time you will get caught up on parents picking up / dropping off students and could be delayed for an hour or more.

Is a pump required at any location? If so, which locations will require a pump?

All three locations are "drop" locations.

Will you accept up to 5% bio diesel in your diesel fuel?

No, Absolutely no bio-fuels in Diesel and No Ethanol in the Unleaded Regular Gasoline

Can we please have a list of bidders invited to submit a proposal?

All the information will be made available after the RFP process is complete and everything is open records.

Will the bid opening be publically held? If so, what will the date, time and location be?

There will not be a public opening. It is RFP not hard bid.

What information will you be reading out loud at the bid opening?

N/A

How many consecutive years has the current vendor been awarded?

3. Existing supplier has reorganized and no longer supplies Fuel

Will a firm fixed price be considered? If not, why?

No. Does not allow us to equally evaluate responses.

If we were to insert any conditions into our alternate firm fixed bid, would they be taken into consideration or rejected? Sample attached, please indicate which clauses would be acceptable and which clauses would be cause for rejection?

N/A

If we do not attend the bid opening, how and when will we be notified of the low bidder and can we receive a copy of the bid tabulations?

All respondents will be notified as to whether they have won the contract or not. Specifics will be available via Open Records request on our website.

What is the diesel used for?

Fuel for school buses.

For your tank monitoring system, would we dial into your tanks to get the readings or would we go to your website to get the readings?

Our staff members will contact you and give you the readings and place the orders when needed.

- My question is that would Whitfield pay for the Labor provided by Bid winner or if this Labor should be included in the total cost?

Successful respondent will manage the existing fuel tanks and equipment. They will provide labor to maintain the tanks at no additional cost to WCS. WCS will pay for any necessary parts to maintain equipment.

- My second question regarding this is how much maintenance has been required in the past or if there will possibly be an estimate of possible issues to calculate into the cost if Whitfield is not paying the labor.

They are welcome to visit the sites and see what type of dispensers and equipment that we have. Otherwise, that is something they will need to estimate and figure in themselves.

- I would also like to know the current pricing that Whitfield has been purchasing under their current agreement. Fuels (Diesel/Unleaded) Lubes (all current pricing if possible as well).

We would like to be in the ballpark and hopefully win the bid at our best possible pricing.

We are paying Low Rack + \$0.025 per gallon + \$0.0234 per gallon transportation.

Finally, and I do appreciate the opportunity to ask these again, I saw a clause regarding emergency fuel delivery if there were any issues and I wanted to table an option we have called FuelMan in which cards can be used at local stations with discounted rates in case of problems with the tanks or fuel systems. If this sounds like an option for the emergency fuel, I would move forward with gathering a quote for our FuelMan program as well.

YES, THIS WOULD BE A FINE OPTION AS LONG AS THEY HANDLE DIESEL AND UNLEADED REGULAR GASOLINE BOTH