

ADDENDUM NO. I

DATE: November 20, 2020

TO: All Potential Proposers

FROM: James McKeehan, Assistant Purchasing Agent, City of Knoxville

SUBJECT: Addendum No. I to ITB – Bulk Fuel

PROPOSALS TO BE OPENED: December 4, 2020 at 11:00 AM (Eastern Time)

This addendum is being published to provide clarification regarding the above referenced RFP. This addendum becomes a part of the contract documents and modifies the original specifications as follows:

Items for Clarification:

1. Please provide sample invoices for all product types and transaction types.
Sample invoices are attached
2. Please provide bill of ladings for all fuel grades on this solicitation.
The City does not retain BOLs for their records
3. Please provide the tabulations for the current contract.
A copy of the previous bid tabulation sheet is attached
4. Who is the current vendor?
Rogers Petroleum is the current contractor
5. Is it the intent to award to a single vendor?
Yes, the City intends to award to a single vendor
6. Are gas and diesel delivered together on the same shipment?
The City does not have a preference as to how the fuels are split. It is the responsibility of the contractor to determine how to efficiently split loads as economically as possible to avoid unnecessary split load fees.
7. How frequently are deliveries split between multiple locations?
The Prosser Road fuel tanks are 10,000 gallon tanks that hold 8,000 gallons each. Each order that is placed for this location will be less than a full load due to the size of the tanks. Tanks located at the KPD Driving Range are never filled and typically receive 300-500 gallons per delivery approximately 3 times per year depending on the training schedule.
8. What locations are approved to split?
All locations can be split. However, as stated above, it is the responsibility of the contractor to split the loads as economically as possible to avoid unnecessary split load fees.
9. Will proof of application for the Knox County, TN business license at bid submission suffice to be responsive?
Yes, provided the winning bidder can secure a business license before the contract is awarded.

10. Please provide the days of the week that the FLEET locations receive deliveries.
The City provides no guarantee on what days orders will be placed or received, though orders are usually received Monday through Friday. However, Fleet Services takes several things into consideration when placing fuel orders (i.e. current tank levels, special events, holiday weekends, etc.)
11. Please provide the days of the week that the Driving Range location receives deliveries.
Deliveries are received Monday through Friday from 8am to 4pm at the KPD Driving Range
12. What are the payment terms (i.e. NET 10 days from invoice date)?
The City of Knoxville's Standard Payment Terms of Net 30 will apply to this contract.

END OF ADDENDUM I

Invoice

Remit To :

Rogers Petroleum
 P.O. Box 1714
 Morristown, TN 37816-1714 USA
 4235817460
 4235811153 (fax)

Invoice Date	Invoice #	Customer PO #	Account #	Carrier	Sales Person
04/17/20	694511		1397	ROGERS PETROLEUM	John Yeager

Billing Address :

CITY OF KNOXVILLE
 400 MAIN STREET, RM 455
 FLEET SERVICES
 Knoxville, TN 37901

Shipping Address :

FLEET - LORAIN ST ULSD
 1400 LORAIN ST.
 Knoxville, TN 37921

Date	BOL/Ticket	Description	Gross	Delivered	Per Unit	Extended
04/17/2020	2527956	ULTRA LOW SULPHUR DIESEL	2,999.00	2,998.00	\$0.9600434	\$2,878.21
04/17/2020		ROGERS SPLIT DELIVERY		Total :	\$0.9600434	\$2,878.21 \$17.50

Taxes			Fuel Total :	\$2,878.21
	<u>Per Unit</u>	<u>Amount</u>	Non Fuel Total :	\$17.50
FEDERAL EXCISE DIESEL	Permit Number	626000326		
FEDERAL OIL SPILL TAX DISTILLATES	\$0.00214	\$6.42		
FEDERAL LEAKING UNDERGROUND STORAGE	\$0.00100	\$3.00		
TN EXCISE DIESEL	Permit Number	103793933		
TN ENVIRONMENTAL FEE	Permit Number	103793933		
TN SPECIAL TAX	Permit Number	103793933		
			Terms :	NET 10 DAYS FUELS
			Due Date :	04/27/2020
			Pay This Amount --->	<u><u>\$2,895.71</u></u>

NOTE:: Driver must have master key to tanks

Invoice



Remit To :

Rogers Petroleum
 P.O. Box 1714
 Morristown, TN 37816-1714 USA
 4235817460
 4235811153 (fax)

Invoice Date	Invoice #	Customer PO #	Account #	Carrier	Sales Person
07/06/20	713199		1397	ROGERS PETROLEUM	John Yeager

Billing Address :

CITY OF KNOXVILLE
 400 MAIN STREET, RM 455
 FLEET SERVICES
 Knoxville, TN 37901

Shipping Address :

FLEET - LORAIN ST 87E10
 1400 LORAIN ST
 Knoxville, TN 37921

Date	BOL/Ticket	Description	Gross	Delivered	Per Unit	Extended
07/06/2020	1495708	87 GHL 10% ETHANOL PREBLENT	5,012.00	4,952.00	\$1.2248284	\$6,065.35
				Total :	\$1.2248284	\$6,065.35

Taxes			Fuel Total :	\$6,065.35
	<u>Per Unit</u>	<u>Amount</u>	Non Fuel Total :	\$0.00
FEDERAL EXCISE GASOLINE	Permit Number	626000326		
FEDERAL LEAKING UNDERGROUND STORAGE	\$0.00100	\$4.95		
TN ENVIRONMENTAL FEE	Permit Number	103793933		
TN EXCISE GASOLINE	Permit Number	103793933		
TN SPECIAL TAX	Permit Number	103793933		
FEDERAL OIL SPILL TAX E10 GASOLINE	\$0.00193	\$9.55		
			Terms :	NET 10 DAYS
				FUELS
			Due Date :	07/16/2020
			Pay This Amount --->	<u>\$6,065.35</u>

NOTE:: Driver must have master key to tanks

OFFICE OF THE PURCHASING AGENT
CITY OF KNOXVILLE, TENNESSEE

BID TABULATION FORM

DATE: December 6, 2017 TITLE: Bulk Fuel

DEPARTMENT: Multiple

BIDDERS	Non-Collusion Affidavit	Drug-Free Workplace	Iran Divestment	DBE	No Lead 100% Gas	No Lead 87 E10 Gas	ULSD	Renewable Hydrocarbon	De-icing Additive
Mausfield	✓	✓	✓	✓	OPIS: 1.8759 Fixed: 0.0336 TW: 0.45/gal	OPIS: 1.6240 Fixed: 0.0381 TW:	OPIS: 1.9622 Fixed: 0.04 TW: 0.45/gal	Price: 3.1981 TW: 0.45	0.02/gal
Petroleum Traders \$40 split load fee, \$150 small transport load fee	✓	✓	✓	✓	OPIS: 1.7714 Fixed: .0345 TW: .2250	OPIS: 1.5835 Fixed: .0476 TW:	OPIS: 1.9360 Fixed: .0281 TW: 0.2250	Price: No Bid TW:	0.025/gal
Duncan Oil	✓	✓	✓	✓	OPIS: 1.9215 Fixed: 0.0278 TW: 0.27	OPIS: 1.5835 Fixed: 0.0278 TW:	OPIS: 1.9360 Fixed: .0292 TW: 0.27	Price: 1.9483 TW: .0292	0.02
Rogers Petroleum \$35 split load + \$35 split delivery	✓	✓	✓	✓	OPIS: 1.7714 Fixed: .0214 TW: 0.25	OPIS: 1.5825 Fixed: .0225 TW:	OPIS: 1.936 Fixed: .0200 TW: .25	Price: Cost + TW: 3996 0	0.015/gal
Calloway Oil	✓	✓	✓	✓	OPIS: Fixed: .10 TW: 0.25	OPIS: Fixed: .10/gal TW: 0	OPIS: Fixed: .10/gal TW: 0.25	Price: No Bid TW:	0.02/gal

I CERTIFY THAT THIS IS A TRUE AND ACCURATE TABULATION OF THE BIDS THAT WERE RECEIVED

[Signature]

OFFICE OF THE PURCHASING AGENT
CITY OF KNOXVILLE, TENNESSEE

BID TABULATION FORM

DATE: December 6, 2017 TITLE: Bulk Fuel

DEPARTMENT: Multiple

BIDDERS	Non-Collusion Affidavit	Drug-Free Workplace	Iran Divestment	DBE	No Lead 100% Gas	No Lead 87 E10 Gas	ULSD	Renewable Hydrocarbon	De-icing Additive
<i>Jat Oil</i> <i>#40 Split Fee, Minimum Freight Charge 8500 gallons</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OPIS: <i>1.7714</i> Fixed: <i>.0294</i> TW: <i>.30</i>	OPIS: <i>1.5835</i> Fixed: <i>.0294</i> TW:	OPIS: <i>1.936</i> Fixed: <i>.0325</i> TW: <i>.30</i>	Price: <i>Cost + .04</i> TW: <i>0.30</i>	<i>.015</i>
					OPIS: Fixed: TW:	OPIS: Fixed: TW:	OPIS: Fixed: TW:	Price: TW:	
					OPIS: Fixed: TW:	OPIS: Fixed: TW:	OPIS: Fixed: TW:	Price: TW:	
					OPIS: Fixed: TW:	OPIS: Fixed: TW:	OPIS: Fixed: TW:	Price: TW:	
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