

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
SUITE 500
2100 CLARENDON BOULEVARD
ARLINGTON, VIRGINIA 22201
NOTICE OF AWARD OF CONTRACT

TO: Pugh Lubricants, LLC	DATE ISSUED:	March 1, 2017
701 McDowell Road		
Asheboro, North Carolina 27203	CURRENT REFERENCE NO:	16-301-ITB
	CONTRACT TITLE:	Automotive Lubricants & Coolant

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE
VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective March 1, 2017 and expires on February 28, 2022.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 16-301-ITB and the bid of the Contractor incorporated herein by reference.

CONTRACT PRICING:

REFER TO BID FORM (ATTACHED)

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

CONTACT: Mike Stefanacci

VENDOR PAYMENT TERMS: NET 30 DAYS

CONTACT EMAIL: mstefanacci@pughlubricants.com

COUNTY CONTACT: Pete Peterson

TELEPHONE NO.: 703-228-7862

CONTRACT AUTHORIZATION

DISTRIBUTION

for
MICHAEL E. BEVIS, CPPO
PURCHASING AGENT

3/1/17
DATE

BID FOLDER: 1

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT

INVITATION TO BID NO. 16-301-ITB

BID FORM

SUBMIT TWO (2) FULLY-COMPLETED AND SIGNED BID FORMS TO THE OFFICE OF THE BID CLERK, SUITE 511, 2100 CLARENDON BLVD., ARLINGTON, VIRGINIA, 22201 (ONE FORM SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER SHALL BE A PHOTOCOPY OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 2:00 P.M., ON FEBRUARY 23RD, 2017

FOR PROVIDING BULK AUTOMOTIVE FLUIDS PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

The Contractor shall provide pricing for all the products listed. Any vendor that does not bid on all the products shall be considered nonresponsive and their bid will be subject to rejection.

All pricing indicated on the bid form shall be the full price for the fluids provided to the County, including delivery to the Arlington County Equipment Bureau.

THE CONTRACTOR SHALL BID ONE PERCENTAGE DISCOUNT RATE FOR ALL ITEMS IN TABLE A. THIS RATE WILL ALSO APPLY TO ANY ITEMS PURCHASED OFF THIS CONTRACT NOT INCLUDED IN TABLE A.

TABLE A

LINE	PART DESCRIPTION	QUANTITY	MANUFACTURER PRICE LIST	PERCENTAGE DISCOUNT	COUNTY NET PRICE
1	5W-20 Synthetic Blend	1 Gallon	<u>\$4.50</u>	10%	<u>\$4.05</u>
2	5W-30 Synthetic Blend	1 Gallon	<u>\$4.50</u>	10%	<u>\$4.05</u>
3	CJ-4	1 Gallon	<u>\$5.99</u>	10%	<u>\$5.39</u>
4	80W-90 Gear Lube	1 Gallon	<u>\$10.51</u>	10%	<u>\$9.50</u>
5	Bulk Synthetic Transmission Fluid meeting TES295/389/468 specs	1 Gallon	<u>\$16.65</u>	10%	<u>\$14.99</u>
6	AW 32 Hydraulic Oil	1 Gallon	<u>\$4.00</u>	10%	<u>\$3.60</u>
7	Fully formulated low silicate, Supplemental Coolant Additive (SCA) pre-charged coolant with low total dissolved solids meeting all Heavy Duty and Automobile specifications, pre-diluted to a 50/50 blend	1 Gallon	<u>\$5.28</u>	10%	<u>\$4.75</u>

THE FULL LEGAL NAME OF THE ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE BELOW. THIS BID FORM AND ALL OTHER DOCUMENTS THAT REQUIRE A SIGNATURE MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BY A PERSON WHO IS AUTHORIZED TO BIND THE BIDDER, OR THE BID MAY BE REJECTED:

SUBMITTED BY:

(legal name of entity)

Pugh Lubricants, LLC

AUTHORIZED SIGNATURE:

Michael Stefanacci

PRINT NAME AND TITLE:

Michael (Mike) Stefanacci - Sales Manager

ADDRESS:

10992 Leadbetter Rd.

CITY/STATE/ZIP:

Ashland, VA 23005

TELEPHONE NO.:

336-460-2164

E-MAIL ADDRESS:

mstefanacci@pughlubricants.com

THIS ENTITY IS INCORPORATED IN:

North Carolina

THIS ENTITY IS A:

(check the applicable option)

CORPORATION



LIMITED PARTNERSHIP



GENERAL PARTNERSHIP



UNINCORPORATED ASSOCIATION



LIMITED LIABILITY COMPANY



SOLE PROPRIETORSHIP



IS BIDDER AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VIRGINIA?

YES



NO



IDENTIFICATION NO. ISSUED TO THE ENTITY BY THE SCC:

81-4084872

Any Bidder exempt from Virginia State Corporation Commission (SCC) authorization requirement must

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?

YES



NO



BIDDER STATUS:

MINORITY OWNED:



WOMAN OWNED:



NEITHER:



THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:

THE OFFICIAL COPY OF THE SOLICITATION DOCUMENTS, WHICH INCLUDES ANY ADDENDA, IS THE ELECTRONIC COPY THAT IS AVAILABLE FROM THE COMMONWEALTH OF VIRGINIA'S eVA WEBSITE AT: [HTTP://WWW.EVA.VIRGINIA.GOV](http://WWW.EVA.VIRGINIA.GOV).

POTENTIAL BIDDERS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE FROM ANY SOURCE, INCLUDING THE COUNTY.

PLEASE COMPLETE THE PRICING SHEET PROVIDED WITH THE BID DOCUMENTS AS ATTACHMENT A TO ITB NO. 16-301-ITB AND SUBMIT IT WITH YOUR BID. FAILURE TO SUBMIT THE PRICING SHEET WITH THE BID WILL DEEM THE BIDDER NONRESPONSIVE.

The undersigned acknowledges receipt of the following Addenda:

ADDENDUM NO. 1 DATE: _____ INITIAL: _____

ADDENDUM NO. 2 DATE: _____ INITIAL: _____

ADDENDUM NO. 3 DATE: _____ INITIAL: _____

TRADE SECRETS OR PROPRIETARY INFORMATION:

Trade secrets or proprietary information submitted by a Bidder in connection with a procurement transaction will not be subject to public disclosure under the Virginia Freedom of Information Act. Pursuant to Section 4-111 of the Arlington County Purchasing Resolution, however, a Bidder seeking to protect submitted data or materials from disclosure must, before or upon submission of the data or materials, identify the data or materials to be protected and state the reasons why protection is necessary.

Please mark one:

☒ No, the bid that I have submitted does not contain any trade secrets and/or proprietary information.

☐ Yes, the bid that I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or materials to be protected and list all applicable page numbers of the bid that contain such data or materials:

State the specific reason(s) why protection is necessary:

If you fail above to identify the data or materials to be protected or to state the reason(s) why protection is necessary, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, upon the award of a contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of or affected by (1) any act of collusion with another person engaged in the same line of business or commerce (as defined in Virginia Code §§ 59.1-68.6 *et seq.*) or (2) any act of fraud punishable under the Virginia Governmental Frauds Act (Virginia Code §§ 18.2-498.1 *et seq.*).

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES

Provide the name and address of the person who is designated to receive notices and other communications regarding this solicitation. Refer to the "Notices" section in the draft Contract Terms and Conditions for information regarding delivery of notices.

NAME: Mike Stefanacci

ADDRESS: 10992 Leadbetter Rd.
Ashland, VA 23005

E-MAIL: mstefanacci@pughlubricants.com

SUBMITTED BY: (LEGAL NAME OF ENTITY) <u>Pugh Lubricants, LLC</u>					
ADDRESS: <u>10992 Leadbetter Rd</u>					
CITY/STATE/ZIP: <u>Ashland, VA 23005</u>					
TELEPHONE NO.: <u>336-460-2164</u>			FACSIMILE NO.: <u>816-231-4639</u>		
THIS FIRM IS A: • INSERT NAME OF STATE <u>North Carolina</u> ___ CORPORATION, ___ GENERAL PARTNERSHIP, ___ LIMITED PARTNERSHIP, ___ UNINCORPORATED ASSOCIATION, <input checked="" type="checkbox"/> LIMITED LIABILITY COMPANY, ___ SOLE PROPRIETORSHIP					
IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA?					<u>Yes</u>
IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:				<u>81- 4084872</u>	
ANY BIDDER EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED					
IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?					<u>NO</u>
BIDDER STATUS:	MINORITY OWNED:		WOMAN OWNED:		NEITHER: <input checked="" type="checkbox"/>

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS (COG)
RIDER CLAUSE**

**PERTAINING TO THE USE OF CONTRACT(S) BY MEMBERS OF THE METROPOLITAN WASHINGTON COUNCIL
OF GOVERNMENTS PURCHASING OFFICERS' COMMITTEE**

- A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.
- B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).
- C. A negative reply will not adversely affect consideration of a bidder's bid/proposal.
- D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the Contract(s).
- E. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.
- F. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

Continued on next page

*BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:*YES/NO JURISDICTION

- ☒ ☐ Alexandria, Virginia
☒ ☐ Alexandria Public Schools
☒ ☐ Alexandria Sanitation Authority
☒ ☐ Arlington County, Virginia
☒ ☐ Arlington County Public Schools
☐ ☐ Bladensburg, Maryland
☐ ☐ Bowie, Maryland
☒ ☐ Charles County Public Schools
☐ ☐ College Park, Maryland
☒ ☐ Culpeper County, Virginia
☐ ☐ District of Columbia
☐ ☐ District of Columbia Courts
☐ ☐ District of Columbia Public Schools
☐ ☐ District of Columbia Water and Sewer Authority
☒ ☐ Fairfax, Virginia
☒ ☐ Fairfax County, Virginia
☒ ☐ Fairfax County Water Authority
☒ ☐ Falls Church, Virginia
☒ ☐ Fauquier County Schools and Government, Virginia
☐ ☐ Frederick, Maryland
☐ ☐ Frederick County, Maryland
☐ ☐ Gaithersburg, Maryland
☐ ☐ Greenbelt, Maryland
☒ ☐ Herndon, Virginia
☒ ☐ Leesburg, Virginia
☒ ☐ Loudoun County, Virginia
☒ ☐ Loudoun County Public Schools
☒ ☐ Loudoun County Sanitation Authority
☒ ☐ Manassas, Virginia
☒ ☐ City of Manassas Public Schools
☒ ☐ Manassas Park, Virginia
☐ ☐ Maryland-National Capital Park and Planning Commission

YES/NO JURISDICTION

- ☐ ☐ Metropolitan Washington Airports Authority
☐ ☐ Metropolitan Washington Council of Governments
☐ ☐ Montgomery College
☐ ☐ Montgomery County, Maryland
☐ ☐ Montgomery County Public Schools
☐ ☐ OmniRide
☐ ☐ Prince George's County, Maryland
☐ ☐ Prince George's Public Schools
☒ ☐ Prince William County, Virginia
☒ ☐ Prince William County Public Schools
☒ ☐ Prince William County Service Authority
☐ ☐ Rockville, Maryland
☒ ☐ Spotsylvania County Schools
☒ ☐ Stafford County, Virginia
☐ ☐ Takoma Park, Maryland
☐ ☐ Upper Occoquan Sewage Authority
☒ ☐ Vienna, Virginia
☒ ☐ Virginia Railway Express
☐ ☐ Washington Metropolitan Area Transit Authority
☐ ☐ Washington Suburban Sanitary Commission
☒ ☐ Winchester, Virginia
☒ ☐ Winchester Public Schools

BIDDER'S LEGAL NAME:

High Lubricants, LLC - Mike Stefanacci

DATE OF BID: 2-23-2017