



May 23, 2013

TO: Bidders on I.F.B. No. 13048M
FROM: City of Dayton, Ohio
Division of Purchasing

SUBJECT: Addendum #1 to above IFB

The City of Dayton has received questions relating to our IFB No. 13048M

The following are the questions with answers for this IFB. Please consider this document in preparation of your bid response. In the answers of these questions the City of Dayton shall be noted as "City".

Date and time has not changed.

1. I would like to request results from your last gasoline and diesel fuel bid. Can these be emailed?

ANSWER (1): No previous information is available. This is the first time a fuel bid has been solicited as a cooperative opportunity on behalf of SWOP4G.

2. Also can you indicate who your current vendor(s) are and at what price per gallon?

ANSWER (2): No current vendors nor pricing, as this is the first solicitation for a cooperative agreement on behalf of SWOP4G.

3. Fuel Surcharge; we usually bill this out as a separate line item and the rate changes each month. Will it be acceptable to use the fluctuating rate table for fuel surcharge or do you need it baked into the price quoted?

ANSWER (3): Please provide a fluctuating rate table.

To ensure the integrity of the proposal process, a signed copy of this addendum notice should be **included with any bid offered to the City of Dayton as a result of IFB # 13048M.**

(Print Name) (Date)

(Signature)

(Company Name)

Sincerely,

Matt Larrick
Buyer



CITY OF DAYTON
INVITATION FOR BID (IFB) NO. 13048M
FUEL: GASOLINE, DIESEL AND BIO DIESEL FUEL (SWOP4G)
May 2013

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4. What is your payment terms? Net 30?

ANSWER (4): Net 30 is the standard payment term, but this may vary from entity to entity.

5. Do you have the ability to push funds via ACH/EFT?

ANSWER (5): This will vary by organization.

6. Will you send me a list of tank sizes and addresses (delivery points)? I need addresses in order to figure the freight rate properly.

ANSWER (6): General areas and communities are provided in Attachment B.

7. What are your typical load sizes "per delivery"? The bid page does not indicate whether this is for large 7500 gallon full transport loads, or, if you need the delivery to drop into a smaller tanks?

ANSWER (7): Please See Attachment B.

8. What pricing benchmark are you looking to use as an Apples-to-Apples comparison? Typical contracts use an OPIS indicator like OPIS Daily Closing Average or OPIS Daily Closing Low.

ANSWER (8): For comparison purposes, please use OPIS Daily Closing Average.

9. Do you have a specific date to use as a basis so that everyone is on the same page for pricing.

ANSWER (9): For comparison purposes, please use May 31, 2013 for pricing.

10. Since the Attachment A is only a suggested price schedule, may we submit an excel spreadsheet with the details in lieu of?

ANSWER (10): Attachment A needs to be completed and submitted with your proposal. If you would like to include additional details, including excel spreadsheets, please attach and submit with proposal.



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11. Who is your current vendor?

ANSWER (11): No Current Vendor.

12. Please send a copy of the Bid Tab Sheet from the previous time this was bid out and awarded.

ANSWER (12): No previous information is available. This is the first time a fuel bid has been solicited as a cooperative opportunity on behalf of SWOP4G.

13. Are you tax exempt? Will you send a breakout of the taxes you pay?

ANSWER (13): Biodiesel that is used for off-road equipment may be tax exempt. For bidding purposes, our entities are not exempt from taxes related to fuel purchases.

14. For the Biodiesel products; which percentage is used? B5, B10, B11, B20 or B99? Which locations take Biodiesel? Please indicate load sizes and annual volume for Biodiesel usage.

ANSWER (14): For Biodiesel products, B5 is used. Although we do not have particular specifications, we want to offer this option for our entities. Please see list of potential participating entities.

15. Have there been any addendums released?

ANSWER (15): This is addendum #1. No addendums have been released prior to this.

16. Will an award decision be made during or before a board meeting?

ANSWER (16): Each entity will receive the results of the RFP any may award based on their needs.

17. When is your next board meeting?

ANSWER (17): The next SWOP4G board meeting is currently scheduled for July 11, 2013.

18. What is the anticipated award date?

ANSWER (18): SWOP4G expects that it will share the results of the RFP with its member entities by August 1, 2013. After that, each entity may decide to participate and make an award based on their needs.



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19. After the opening, when will preliminary tabulations be available?

ANSWER (19): This is a Request for Proposal (RFP). Pricing will not be tabulated.

20. What is the anticipated contract begin and end dates?

ANSWER (20): An anticipated contract begin date has not been set. This may vary based on entity. This is a 1 year agreement.

21. Are there any contract extensions available?

ANSWER (21): This is a 1 year contract.

22. If so, are they mutually agreed upon?

ANSWER (22): N/A

23. What are your average tank wagon/bobtail load sizes for each product?

ANSWER (23): Please see Attachment B.

24. What are your average transport/semi load sizes for each product?

ANSWER (24): Please see Attachment B.

25. Have you ever split the product award between different vendors?

ANSWER (25): This is the first RFP for fuel solicited on behalf of SWOP4G.

26. Have you ever split the delivery award (transport vs. bobtail) between different vendors?

ANSWER (26): This is the first RFP for fuel solicited on behalf of SWOP4G.

27. Must bobtail/tank wagon deliveries be offered by a vendor to be considered for award?

ANSWER (27): Bobtail/tank wagon deliveries are not required, but the ability to offer this service may be taken into consideration during time of evaluation and award.



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28. Are you able to provide a list of any anticipated locations and tank?

ANSWER (28): Please see Attachment B.

29. Is conventional or ethanol gasoline being used?

ANSWER (29): Conventional gasoline is being used.

30. Will you accept up to a 5% biodiesel blend?

ANSWER (30): Yes, 5% biodiesel blend is acceptable.

31. What are your payment terms?

ANSWER (31): Net 30 is the traditional payment terms, but this may vary by entity.

32. Are you able to pay sooner than 30 days, i.e. Net 10 or Net 15?

ANSWER (32): This may vary from entity to entity.

33. Should all federal/state/local taxes and fees be included **OR** excluded from the bid price?

ANSWER (33): Taxes and fees should be listed separately from bid price. Please see the updated price list attached to this amendment.

34. Can you provide a list of vendors who received this bid?

ANSWER (34): The RFP document was uploaded to the SWOP4G website (www.SWOP4G.org) and the City of Dayton's Purchasing website (www.DaytonOhio.gov/Bid).

35. How long have you been with your current vendors?

ANSWER (35): There is no current price agreement.



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36. Will unit prices or margins be read aloud at the public opening?

ANSWER (36): Unit prices or margins will not be read aloud. This is a Request for Proposal (RFP), therefore proposals received will be evaluated on factors other than price. Only names of the companies that submitted a proposal will be provided.

37. At the public opening, can we review and/or make copies of the other vendor's bid?

ANSWER (37): Proposals will not be available until after the time of award.

ATTACHMENT A – PRICE SCHEDULE

Below is a SUGGESTED Pricing Schedule. Please provide your price with similar Structure & Detail

Prices shown below shall be FOB Delivered, inclusive of freight charges to the various locations

Category I - **REGULAR UNLEADED GASOLINE 87 OCTANE**

Truck and Trailer Deliveries to _____
Unleaded Gasoline OPIS Price \$_____/gal (min. 87 Octane)
Bidder's Margin \$_____/gal (*Indicate whether margin is + or -*)
Bid Price \$_____/gal
Bobtail Differential \$_____/gal (*Indicate whether differential is + or -*)
Federal Tax \$_____/gal State Tax \$_____/gal Local Tax \$_____/gal

Category II - **REGULAR UNLEADED GASOLINE 89 OCTANE**

Truck and Trailer Deliveries to _____
Unleaded Gasoline OPIS Price \$_____/gal (min. 89 Octane)
Bidder's Margin \$_____/gal (*Indicate whether margin is + or -*)
Bid Price \$_____/gal
Bobtail Differential \$_____/gal (*Indicate whether differential is + or -*)
Federal Tax \$_____/gal State Tax \$_____/gal Local Tax \$_____/gal

Category III - **No. 2 DIESEL FUEL, LOW SULFUR**

Truck and Trailer Deliveries to District
#2 Diesel OPIS Price \$_____/gal
Bidder's Margin \$_____/gal (*Indicate whether margin is + or -*)
Bid Price \$_____/gal
Bobtail Differential \$_____/gal (*Indicate whether differential is + or -*)
Federal Tax \$_____/gal State Tax \$_____/gal Local Tax \$_____/gal

Category IV - **No. 2 DIESEL FUEL, LOW SULFUR, WINTER BLEND**

Truck and Trailer Deliveries to District
#2 Diesel WB OPIS Price \$_____/gal
Bidder's Margin \$_____/gal (*Indicate whether margin is + or -*)
Bid Price \$_____/gal
Bobtail Differential \$_____/gal (*Indicate whether differential is + or -*)
Federal Tax \$_____/gal State Tax \$_____/gal Local Tax \$_____/gal

Category V – **Bio-Diesel**

Truck and Trailer Deliveries to District
Bio-Diesel OPIS Price \$_____/gal
Bidder's Margin \$_____/gal (*Indicate whether margin is + or -*)
Bid Price \$_____/gal
Bobtail Differential \$_____/gal (*Indicate whether differential is + or -*)
Federal Tax \$_____/gal State Tax \$_____/gal Local Tax \$_____/gal

Bidding Company: _____