

Fuel Term Contract

Addendum No. 2

Project Name:	Gasoline and Diesel Fuel Bid	Project No.:	IFB 18-19-06
Prepared By:	Denisha Harris	Date:	July 23, 2018

Clarifications/Additions/Deletions:

Q: Per page 4, 7. EEO Clause - Can the City please forward the actual clause so bidder can verify its capabilities to comply?

A:

Statement of Policy

The City of Greenville is an equal opportunity employer and strictly prohibits discrimination against any employee or applicant for employment because of the individual's race, color, religion, age, gender, disability, national origin, genetic information, sexual orientation, gender identity/reassignment or expression, military or veteran status, marital status, or any characteristic protected by applicable law.

The City will provide reasonable accommodation to qualified individuals with a disability consistent with the Americans with Disabilities Act, as amended.

All employment decisions, including but not limited to those involving recruitment, selection, promotion, training, compensation, benefits, transfer, discipline, and discharge shall be free from unlawful and prohibited discrimination. The City of Greenville shall utilize personnel practices designed to ensure equal employment opportunity. Every manager and supervisor shall implement this policy through uniform and consistent employment

Q: Per page 5, 8. MWBE Program: The stated goal is 2% for M/WBE and WBE; is this a requirement or only a stated goal?

A: This is a goal – not a quota.

Q: Please verify the only two items to be submitted with this bid that are Attachment A - Bid Price Form and Attachment B - Signature Form

A: Correct.

Q: Please confirm that you are asking to leave a truck or portable tank on site during emergencies?

A: Yes we would like that to be part of this bid. We have selected two location in the city so it may be two location depending on the severity of the emergencies.

Q: Under section 3.4 – Delivery you state “Delivery of fuel under emergency conditions to the city, will be agreed upon by the city and vendor at the time email is sent.” Does this mean that the price to deliver a tank or leave a tankwagon on site will be negotiated if and when the need arises?

A: No. This section is referring to delivery time. We would expect that moving tanks and other equipment necessary to operate the tanks is part of this bid price structure.

Q: Who is the incumbent supplier?

A: We have not bid this contract before. We currently do spot purchasing.

Q: Please provide an invoice for both transport and tankwagon deliveries.

A: We do not have one. We currently do spot purchasing.

Q: Please provide a bill of lading each product.

A: We do not have one. We currently do spot purchasing.

Q: Please provide bid tabulations from the last time this was bid.

A: We do not have one. We currently do spot purchasing

Q: Is cost winter additive a factor in award?

A: No, we do not want winter additive.

Q: Do you use winter additive for a set period of time? (e.g. November-February)?

A: No, we do not use winter additive.

Q: Will a 24 hour delivery turnaround be acceptable?

A: Yes

Q: You state that rebates shall not be included in the bid prices. Does this mean you are requesting pricing based on the OPIS end of day average net of all prompt payment discounts?

A: Yes

Q: Must vendors bid on every delivery method?

A: It is our intent to award to one vendor, but we will award to the vendor(s) who provide a bid in the in the best interest of the City. Therefore, no, you are not required to bid on every delivery method.

Q: Must vendor offer price to setup a second fueling location?

A: Please refer to items requested on the bid form.

Q: Can we attend the pre-bid meeting via conference call in?

A: Yes. See Addendum #1.

Q: What is your preferred method of bid delivery (UPS, email)?

A: No preference

Q: Please confirm there is a WBE and MBE goal?

A: There is a goal of 2% MBE and 2% WBE. Please see page 5 of the bid document.

Q: What is the WBE and MBE goal if there is one?

A: See above.

Q: Can we use a good faith effort if we attempt and are unsuccessful in find a WBE and MBE?

A: Yes, we require a good faith effort to meet the goal.

Q: When does the contract start?

A: As soon as possible after award.

Q: Do you want Material Safety Data Sheets sent with the bid?

A: No

Q: Is there a bid bond? If yes, for how much?

A: No

Q: Is there a performance bond? If yes, how much?

A: No

Q: Do you want an OPIS report sent with the bid?

A: No

Q: Are the 20,000 tanks underground or above?

A: Both tanks are underground.

Q: Do you order split loads or do you order full loads?

A: We usually order a full load but depending on need, we may order a split load.