

**2020-2022
City of Oroville
Petroleum Products Bid**

Sealed bids will be accepted by the City Clerk of the City of Oroville, Washington, in the Clerk's office at City Hall until 4:00 pm Monday, December 16, 2019. The bids will be opened at 7:00 pm Tuesday, December 17, 2019 and read out loud at the regular City council meeting.

The undersigned, hereinafter called the "Bidder" proposes to supply the City of Oroville with a supply of unleaded gasoline, diesel, oil and lubricants for the calendar years of 2020, 2021 and 2022 (a three (3) year bid).

The "Bidder" further proposes to have the supply of unleaded gasoline and diesel fuel available through serviceable dispensing fuel pumps, twenty-four (24) hours per day at their location.

The "Bidder" will also have available the oils and lubricants listed herein for prompt delivery upon request by a representative of the City.

BID REQUIREMENTS:

All "bids" shall be of first grade "branded", "unbranded" and/or both grades of fuel, however "bidder" must clearly identify grade and supplier on bid forms.

All "bidders" shall supply point of delivery of their products within the city limits of the City of Oroville.

CONTRACT PERIOD:

Initial contract shall commence from the date of the award and terminate the 31st day of December, 2022.

BID PRICES:

Bid prices are to be exclusive of all applicable taxes and are to be those in effect on the date of bid opening.

PRICE FLUCTUATION:

Contract prices will be allowed to increase or decrease after bid opening and during the term of contract, all contract price adjustments shall be based solely on the change in the bidder's certified purchase price. The bidder must furnish a certified purchase price with the bid, with applicable purchase prices clearly marked, so as to establish a base line price comparison for the duration of bid.

Bidder shall specify his certified supplier and the price adjustment reference schedule to be used for contract price adjustments on Attachment B.

Any upward or downward change in the bidder's certified purchase price from one month to the next will be added to or subtracted from the previous contract price. The effective date of the price change will be taken from the last certified purchase price schedule prior to the closing date of the City's monthly statement.

The first price adjustment shall be based on the difference in the bidder's certified purchase price schedule, issued following the bid opening date and the last certified price schedule issued prior to the effective date of the contract.

At the request of the City the bidder shall be required to produce a certified purchase price comparison from the original contract price and any monthly pricing there after for the duration of the contract.

CONTRACT TERMINATION:

Notwithstanding the above, should the price structure become unworkable, detrimental or injurious to the City or result in prices which are not truly reflective of current market conditions, and no adjustment in price is mutually agreeable, or bidder failure to supply products in a timely manner, the City reserves the sole right to cancel this contract upon giving the bidder ten (10) days notice. The City shall not be responsible for any costs or lost profits resulting from such contract cancellation.

MONTHLY STATEMENT:

The City of Oroville requires the bidder to provide monthly itemized statements segregated into individual city departments for accurate accounting. Note: Payments are approved by the City Council who meet on the first and third Tuesday of each month. Statements must be received in the Clerk's office one working day prior to the Council meeting for payment processing.

QUALIFICATIONS OF THE BIDDER:

At the time of the bid opening, bidder must be an established distributor or dealer with facilities, personnel and equipment to perform all requirements herein.

DEVIATIONS:

Deviations from any part of the "Invitation to Bid" must be clearly noted and explained in complete detail on "Bidders" return bid document.

ATTACHMENT (A)

REQUIREMENTS

<u>Delivery Point</u>	<u>Products</u>	<u>(Est. Annual)</u>	<u>“Branded” Price</u>	<u>“Unbranded” Price</u>	
Your location	Unleaded gasoline (per gallon)		\$_____	\$_____	
Your location	Diesel Fuel #2	(per gallon)	\$_____	\$_____	
			<u>Price</u>		<u>Quantity & size in case</u>
Oroville Shop	Hyd. Oil #46 (55 gallon) (each)		\$_____		
Oroville Shop	Hyd. Oil #46 (5 gallon) (each)		\$_____		
Oroville Shop	H/D Auto Diesel Motor Oil-#30 W (quart each)		\$_____		_____
Oroville Shop	H/D Auto Diesel Motor Oil-#15/40 W (55 gallon) (each)		\$_____		_____
Oroville Shop	H/D Auto Diesel Motor Oil-#15/40 W (1 gallon each)		\$_____		_____
Oroville Shop	H/D Auto Diesel Motor Oil-#15/40 W (quart each)		\$_____		_____
Oroville Shop	Universal gear lube #80-90 W (5 gallon pail)		\$_____		
Oroville Shop	Multi-purpose grease #EP-2 (#35 pail)		\$_____		
Oroville Shop	Multi-purpose grease/cartridge #EP-2 (each)		\$_____		_____
Oroville Shop	ATF Dextron (III) (quart each)		\$_____		_____
Oroville Shop	H/D Motor Oil 10/40 W (quart each)		\$_____		_____
Oroville Shop	Other products as needed				

Submitted by: _____

Date: _____

Bidder Supplier: _____

(Note: If any products listed above have different standard packaging, please clearly indicate.)

ATTACHMENT (B)

INFORMATIONAL AND SUPPLIER QUESTIONNAIRE

1. SUPPLIER QUESTIONNAIRE: The following information is to be furnished and may be used in reviewing bidders service capabilities and overall qualification.

2. INFORMATIONAL:

A. "Bidders" certified supplier is _____ and attach the certified purchase price schedule used, with actual prices clearly indicated.

B. Fuel products "branded" by _____.

Fuel products "unbranded" by _____.

C. Clearly explain how diesel fuel is cut for winter use _____

CHECK ONE:

Brand Jobber _____ # of years _____

Distributor _____ # of years _____

Other _____

Firm Name

Date: _____

CONTRACT BID

The undersigned submits the following bid for the furnishing of:

_____ to the City.

The items offered for sale will conform to and meet the standards of:

- _____
1. The following attachments must be completed and enclosed with your bid as component parts of Part IV Bid/Award:
 - a. Attachment "A" Bid Catalog
 - b. Attachment "B" Information and Supplier Questionnaire
 2. Shipping Destination - F.O.B. destination, freight prepaid and included.
 3. Each "Bidder" shall furnish his (companies) Washington State Department of Revenue Registration Number _____
If not registered check here _____.
 4. Please indicate Action Officer: Name _____
Phone _____

The undersigned hereby acknowledges that (I) (We) have read and understand the Invitation to Bid, General Terms and Conditions, Special Provisions, Specifications and Bid/Award and hereby agrees to furnish the specified goods and services contained herein at the prices quoted herein. (I) (We) certify that (I) (We) have not entered into any agreement of any nature whatever to fix, maintain, increase or reduce the prices or competition regarding the products covered by this bid invitation or perform any acts which would have a similar effect.

Date: _____ Firm Name: _____

Address: _____

By: _____ Title: _____

(signature)

By: _____ Title: _____

(signature)