



*Small Town with a
Big Backyard!*

CITY OF BISHOP

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Request For Bids

Vehicle Fuel

Release: Tuesday, April 12, 2016

Closes: Friday, April 22, 2016

Contact: Jim Tatum, City Administrator/ Community Services Director

General: The City of Bishop California requests bids for vehicle fuel for a two (2) year period 1 July 2016 to 30 June 2018. The City intends to enter a contract with the lowest responsive bidder based on the following provisions.

Provisions:

1. The fuel shall consist of about 14,000 gallons per year of gasoline, about 5,000 gallons per year of diesel.
2. The gasoline shall conform to California Air Resources Board (CARB) requirements for 87 octane unleaded gasoline.
3. The diesel shall conform to CARB requirements for ultra low sulphur diesel and be otherwise formulated for the season of the year.
4. The fuel shall be available self-serve at all times within 5 miles of City Hall or by other arrangements acceptable to the City.
5. The fuel pumps shall accommodate all City vehicles including automobiles, trucks, fire engines, and construction equipment.
6. Fuel dispensing shall be controlled by a card system with one card issued to each City vehicle at no charge. The City will require about 40 cards.
7. Information automatically collected about each instance of dispensing fuel shall include security code, time and date of each purchase, fuel type, quantity, hour meter or odometer reading, and fuel cost.

8. Billing or other periodic reports provided by the contractor shall include the vehicle identification, the time and date of each purchase, fuel type, quantity, hour meter or odometer reading, and fuel cost.
9. no taxes
10. Fuel shall be Oil Price Information Service by United Communications Group (OPIS) Bakersfield Petroleum Administration Defense District (PADD) 4/5.
11. The bid shall be for the combined estimated total yearly cost of fuel delivered to the City at the self-serve pumps.
12. The bid shall consist of two components. The first component shall be the OPIS Bakersfield PADD 4/5 weekly unbranded rack average cost of the fuel and the second component shall be the transportation, markup, applicable tax, and other costs that make up the difference between the first component and the total bid. Each component shall be provided on a per gallon basis and on an estimated total yearly basis. For bid comparison purposes the first component shall be the OPIS Bakersfield PADD 4/5 weekly rack average cost current on the closing date and time of this Request for Bids.
13. The price per gallon the City pays for fuel shall be adjusted in the same amount the OPIS Bakersfield PADD 4/5, the first component of the bid, changes. The second component of the bid shall not change. The actual cost the City pays for fuel will be the adjusted cost for the first component of the bid plus the constant second component of the bid. The price may be adjusted as often as daily.
14. The contractor shall promptly supply information necessary to audit cost adjustments at the City's request.
15. The contract may be extended for three separate one year periods if done in writing by both parties.
16. Bids will be accepted until 1500 on the closing date of this Request for Bids.
17. Bids shall be submitted on the attached bid form.
18. Bids shall be marked "FUEL BIDS" and shall be sealed.
19. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin shall comply with the "Contractor's Agreements" provisions of Presidential Executive Order 11246.

Bid Form

Bidder Information:

Company:

Mail Address:

Phone and email:

Fuel Location:

Bid:

Fuel	Estimated Gallons	OPIS Cost Per Gallon	OPIS Cost Total	Added Cost Per Gallon	Added Cost Total	Total Per Gallon	Total Cost
Unleaded	14,000						
Diesel	5,000						
Total	-	-	-	-	-	-	

Bidder Signature

Date