

**2023-2025
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, February 6, 2023. The bids will be opened at 7:00 pm Tuesday, February 7, 2023 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 2023, 2024 and 2025 (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:

Unleaded Gasoline is first grade known as unleaded gasoline and shall be industry standard meeting ASTM specifications including distillation figures, octane rating, gravity, flash point, sulfur, sediment, etc.

Diesel #2 shall meet specific ASTM requirements as published in ASTM specification publications. Bids shall include ASTM product references including distillation figures, octane rating, gravity, flash point, sulfur, sediment, etc. Grade 1 or 2 ultra-low sulfur shall be blended for winter starting November and ending in March. Please Notify the City of Oroville when diesel has been blended.

Petroleum Industry Standards shall be a minimum standard where products are not specifically specified as to grade etc.

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, 2025.

BID PRICES:

Bid shall be based on commercial cardlock system.

Bid price shall be determined per gallon, by lowest average rack price in OPIS using Spokane, Pasco, Moses Lake and Seattle. With an OPIS date of 02/02/2023. Price shall include profit, fees and freight. Excluding all taxes.

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 lowest average rack price in OPIS using Spokane, Pasco, Moses Lake and Seattle. The bidder must furnish a certified OPIS price with the bid, with applicable purchase prices clearly marked, so as to establish a base line price comparison for the duration of bid.

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 thereafter 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>OPIS Price</u>	<u>Differential</u>	<u>Bid Price</u>
Your location	Unleaded gasoline (per gallon)		\$_____	\$_____	\$_____
Your location	Diesel Fuel #2	(per gallon)	\$_____	\$_____	\$_____
				<u>Bid Price</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-#15/40 W (55 gallon) (each)		\$_____		
Oroville Shop	Universal gear lube #80-90 W (5 gallon pail)		\$_____		
Oroville Shop	Multi-purpose grease/cartridge #EP-2 (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" average rack price in OPIS using Spokane, Pasco, Moses Lake, and Seattle. and attach the certified purchase price schedule used, with actual prices clearly indicated.

B. 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)