

AGENDA ITEM
January 21, 2014

Subject: 2014 Fuel Bid

Department: Public Works

We sent out packets to 5 local fuel vendors.

1. Cash & Dash- Jerry Brendlinger
2. Casey's Sandy Kamp – they do not submit bids for fuel
3. Hot Spot –Tim Gotchell
4. MFA
5. Pilot

The only vendor that responded with prices for our 2014 bulk and automotive, for the City of Nevada was MFA as follows:

Bulk fuel - 5 cents off posted price

Automotive fuel - 35 cents off posted price

City of Nevada
110 South Ash Street
Nevada, Missouri 64772

REQUEST FOR BIDS

The City of Nevada is actively soliciting bids for "Automotive Fuel" to meet our needs from January 1, 2014 through December 31, 2014. The specifications and agreement for the fuel bid is described and attached hereto. All bids are to be sealed and submitted to:

City of Nevada
City Clerk
110 South Ash Street
Nevada, Missouri 64772

SEALED Bids will be received on or before 10:00 am, January 6th 10th, 2014 in a sealed envelope at City Hall, 110 South Ash Street, Nevada, Missouri 64772 and marked "Automotive Fuel Bid". All bids are to be submitted by mail or hand delivered. No facsimile or other electronically submitted bids will be accepted. Bid opening will take place at, 110 South Ash Street, Nevada, Mo. On January 6th at 10:30 am.

Price quotes are to be F.O.B. delivered at Nevada, Missouri. Payment terms and date of delivery of product must be described as a part of your bid.

REQUEST FOR ACCOMMODATION: If you are an individual with special needs as addressed by the Americans with Disabilities Act, please notify City Hall, 110 South Ash Street, Nevada, Missouri, 64772 or call 417-448-2700, at least twenty-four (24) hours prior to the bid opening.

The City of Nevada hereby notifies all bidders that it will insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, creed, sex, age, ancestry or national origin in consideration for an award.

The City of Nevada reserves the right to reject any and all bids, to waive any and all informalities not involving price, time or changes in the work, and the right to disregard all nonconforming, non-responsive, unbalanced or conditional bids. Also, the City reserves the right to reject the bid of any bidder it believes would not be in the best interest of the City to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standards or criteria established for the proposed services. The City also reserves the right to select the bid it deems most beneficial and economical.

STATE SALES TAX: This transaction is exempt from state sales tax and the City will assist the successful bidder in obtaining the necessary documents to exclude sales tax.

- d. All fuel must be available on a 24 hour basis from a fuel management system that accepts your gas cards. Emergency service to the Fire Department may be required.

Cost:

- a. Bidders shall quote one discount for each of the items listed on the Request for Fuel Quote sheet that is attached hereto.
- b. Discounts shall be based upon agencies picking up fuel at the contractor's location.
- c. Price increase/decrease by manufacturer will be allowed under the contract; however, the percentage of discount shall remain the same.
- d. All prices shall be quoted as to your cost on January 1st, 2014
- e. Order and payment address(es)
- f. The bidder should indicate below the appropriate contact information (street address, phone, fax, e-mail address, and contact name) for orders and payments if the addresses differ:

Orders Should be Sent To:

MFA Oil Co.
P.O. Box 374
Nevada, NV 89472

Payments Should be Sent To:

MFA Oil Co.
P.O. Box 374
Nevada, NV 89472

Contractor Support:

The bidder is requested to provide the following information regarding any additional services/support that would be offered to the City of Nevada:

- a. State regular business hours: 7:30-4:30 Monday through Friday.
- b. In case of emergency after normal business hours, will it be possible to get fuel: Yes X No
- c. If yes, state any additional charge: \$ 0
- d. State emergency contact person and telephone number:
Andy Hays Plant Manager 417-321-2267

6. Contact Name/Title:

Andy Hays Plant Manager

7. Contact Phone/Fax:

office 417-667-3753 / cell 417-321-2267 / 417-667-5361

8. Name and title of person authorized to sign on behalf of your company:

Andy Hays Plant Manager

9. Signature/date:

Andy Zetaja 1-3-14

Increasing / Decreasing Bid

Day by Day Posted price minus .035¢ per gallon
picked up @ 24 Hour Management Pumps

MFA Oil Co. is a licensed distributor and has
all forms on file for exemptions on all products

City of Nevada
110 South Ash Street
Nevada, Missouri 64772

REQUEST FOR BIDS

The City of Nevada is actively soliciting bids for "Bulk Fuel Bid" to meet our needs from January 1st through December 31, 2014. The specifications and agreement for the fuel bid is described and attached hereto. All bids are to be sealed and submitted to:

City of Nevada, City Clerk
110 South Ash Street
Nevada, Missouri 64772

SEALED Bids will be received on or before 10:00 am, January 6th, 2014 in a sealed envelope at City Hall, 110 South Ash Street, Nevada, Missouri 64772 and marked "Bulk Fuel Bid". All bids are to be submitted by mail or hand delivered. No facsimile or other electronically submitted bids will be accepted. Bids will be opened January 6th at 10:45am, at 110 S. Ash, Nevada.

Price quotes are to be F.O.B. delivered at Nevada, Missouri. Payment terms and date of delivery of product must be described as a part of your bid.

REQUEST FOR ACCOMMODATION: If you are an individual with special needs as addressed by the Americans with Disabilities Act, please notify City Hall, 110 South Ash Street, Nevada, Missouri, 64772 or call 417-448-2700, at least twenty-four (24) hours prior to the bid opening.

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STATE SALES TAX: This transaction is exempt from state sales tax and the City will assist the successful bidder in obtaining the necessary documents to exclude sales tax.

6. Contact Name/Title:

Andy Hays Plant Manager

7. Contact Phone/Fax:

Office 417-667-3253 / Cell 417-321-2267 / Fax 417-667-5361

8. Name and title of person authorized to sign on behalf of your company:

Andy Hays Plant Manager

9. Signature/date:

Andy Hays 1-3-14

Increasing / Decreasing Bid

Day by Day Posted Price minus 105¢ per gallon

Delivered in bulk by Delivery Truck

MFA Oil is a licensed distributor and has all forms on file for exemptions for all products