



DEPARTMENT OF FINANCE
PURCHASING & RISK MANAGEMENT

Questions and Answers

Fuel J00318

Bids Remain Due –October 9, 2018, at 2:00 p.m.

1. Question: The bid specifies that no Bid Bond is required. Will a performance bond be required?

Answer: A performance bond will not be required.

2. Question: Do we have to bid both Tank Wagon & Transport to be considered for an award?

Answer: No, in the bid it states that the “right is reserved to accept or reject bids on each item separately”.

3. Question: Will you split the award by tank wagon and transport?

Answer: If it is financially advantageous, the bid states “right is reserved to accept or reject bids on each item separately”.

4. Question: Will the bid award be split by product or awarded all to one bidder?

Answer: If it is financially advantageous, the bid states “right is reserved to accept or reject bids on each item separately”.

5. Question: Can or will deliveries be split between locations?

Answer: In rare cases such as an emergency.

6. Question: Is a pump required at any location (above ground tanks)? If so, which locations will require a pump?

Answer: All tanks are below ground. No pump will be required.

7. Question: What are the complete address to each delivery site?

Answer: Public Works and Water Treatment Plant: 1907 and 1911 Craigmont Road, Staunton, VA 24401. Building and Grounds: 300 Park Blvd., Staunton, VA 24401. City Hall: 116 W Beverley Street, Staunton, VA 24401. Bell Creek Pump Station: 1826 Churchville Avenue, Staunton, VA 24401

8. Question: Should applicable taxes/fees (Federal LUST [0.0010], Federal Oil Spill [0.0021], and State LUST [0.0060]) be included in our bid price or invoiced as separate line items?

Answer: The city has state and federal tax exemptions. If there are tax items that are non-exempt they would have to be included in the bid price.

9. Question: Will a firm fixed price be considered? If not, why?

Answer: No, due to quantity commitments.

10. Question: What are the average delivery sizes per site per product?

Answer: Public works 7,500 gallons and parks 2,500 gallons

11. Question: The bid states that you want #2 ULSD, but there is a line item for biocide additive. Does this mean that you will accept bio-diesel? If so, what percentage of bio-diesel is acceptable?

Answer: Yes, if it is financially advantageous to the City. 2-5% would be acceptable.

12. Question: If we use a different, but equal additive would that be considered an exception.

Answer: As long as it meets the same specifications.

13. Question: What is the annual gallons for all locations?

Answer: FY18 use was approximately 108,000 gallons of diesel and 92,000 gallons of unleaded.