

INVITATION FOR BID  
“FUEL BID 2010-0923”

The Board of County Commissioners will receive sealed bids for Unleaded Gasoline, Number 2 and Winterblend Diesel Fuel delivered to all Morgan County Fuel sites at 1:00 p.m. on September 23, 2010 at the office of the County Commissioners, 218 West Kiowa Ave, Fort Morgan, Colorado. All bids will be publicly opened and read aloud in the Assembly Room in the basement of the Administration Building, located at 231 Ensign, Fort Morgan, Colorado.

Prices shall be for a period of six months beginning October 1, 2010 through March 31, 2011. The bid documents are on file in the office of the Administrative Services Manager, and also on the Morgan County Website at [www.co.morgan.co.us](http://www.co.morgan.co.us).

All bids shall be submitted in writing and signed by the bidder or an authorized agent, and must include the bidders address and phone number. All bids must be submitted in a sealed envelope and must be clearly marked “**FUEL BID 2010-0923**”.

Morgan County accepts bids from vendors within a 100 mile radius of Morgan County. The Board of County Commissioners reserves the right to reject any or all bids and to waive any formalities.

//Susan Bailey  
Administrative Services Manager  
Morgan County, Colorado



## ADMINISTRATIVE SERVICES DEPARTMENT

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## PRICING CONDITIONS AND INFORMATION

1. Bidders shall identify the “Pad” and “Rack” on which the bid is based and shall include in the bid the Pad 4/5 Report dated 09/17/10 showing the “base” price of the bid. The “base” price is the average Denver rack price that is the refiner price to resellers at the terminal.
2. The selected suppliers will be allowed to increase or decrease the “base” bid during the contract period six (6) months as reflected by the average Denver rack price. The supplier shall furnish a copy of the pad 4/5 report and rack invoice along with the supplier’s invoice for payment with each delivery to the County of Morgan.

3. **ALL Diesels Fuels delivered to all Morgan County sites will contain the following additive package:**

\*Innospec “ECOCLEAN HPFI Antifoulant Power Plus, available in Summer and Winter versions. Additive package must be blended to manufacturers specifications.

Morgan County reserves the right to specify Summer or Winter version of the additive package with each order placed.

Any substitutions to the above specifications **MUST** be approved by Morgan County.

4. Bidders shall include a “reseller’s” price in the bid, which shall be fixed for the contract period. The “reseller’s” price shall be the amount the bidder will add to the “base” price to cover the bidder’s cost of service (delivery, overhead, profit, etc.) to the County of Morgan. **The “reseller’s price shall not be increase during the contract period except for Interstate Commerce Commission approved rail and truck increases.**

## TYPICAL SPECIFICATIONS

### Unleaded Gasoline - Midgrade:

API Gravity	56
LBS/Gallon	6.3
Octane Rating	87-89
90 % Distillation, F.	310
Sulfur, ppm	80 Max.
Copper Strip Corrosion, @122F.	1A
Acidity	NEG
Gum, Existant, MG/100ml	1.0
Oxidation stability, Min.	240

### Ultra Low Sulfur Diesel Fuel #2:

API Gravity	36
LBS/GAL	7.0
Cetane Number	40 Min.
90% Distillation, F. Min/Max	540/640
Viscosity, cSt @ 40C. Min/Max	1.9/4.1
Sulfur, ppm	15 Max.
Lubricity, HFRR, microns	520 Max.
Copper Strip Corrosion, 3 hr @ 50C.	No. 3 Max
Flash Point, F.	125 Min.
Cloud Point, F.	20 Max.
Ash, Wt. %	0.01 Max
Water & Sediment, Vol. %	0.05 Max

\*Values listed above represent typical properties. Values may vary by location.

**Morgan County reserves the right to order Winter Blend Diesel Fuel as needed and reserves the right to specify the blend rate and additive version required with each order.**

ALL Diesels Fuels delivered to all Morgan County sites will contain the following additive package: \*Innospec "ECOCLEAN HPFI Antifoulant Power Plus blended to the manufacturers specifications. Any substitutions to the above specifications MUST be approved by Morgan County.

## GENERAL CONDITIONS

1. A bill of lading or delivery ticket shall accompany each delivery and shall show product, quantity, and posted terminal price for the day delivery is made to County.
2. Invoices shall be sent at least weekly to Morgan County Accounts Payable, P.O. Box 189, Fort Morgan, CO 80701. Invoices must be itemized and be accompanied by the Pad 4/5 reports.
3. Bids should be inclusive of all taxes and be F.O.B. to delivery points specified.
4. Quantities listed at locations are approximations. The County reserves the right to increase or decrease the quantities without adjustments in bid price.
5. Bids will be based on the total six month cost to furnish and deliver estimated fuel quantities to the County of Morgan at the locations listed.
6. Bids shall be sealed, envelope marked "Fuel Bid 2010-0923" and sent to:

Susan Bailey  
Administrative Services Manager  
218 W Kiowa  
P.O. Box 596  
Fort Morgan, Colorado 80701

**ALL BIDS MUST BE INCLUSIVE OF ALL APPLICABLE TAXES,  
INCLUDING SUPERFUND FEE AND ENVIRONMENTAL  
SURCHARGE.**

**LOCATIONS, FUEL TYPES, STORAGE AND USAGE**

<u>LOCATION</u>	<u>TYPE OF FUEL</u>	<u>STORAGE</u>	<u>SIX MONTHS USAGE ESTIMATE</u>
Fort Morgan	Diesel No lead	12,000 gallons 12,000 gallon	82,000 gallons 62,000 gallons
14 Mi. North Fort Morgan	Diesel	500 gallons	3,800 gallons
13 Mi. South Fort Morgan	Diesel	500 gallons	3,800 gallons
Snyder	Diesel	500 gallons	3,800 gallons
Weldona	Diesel	3,000 gallons	8,500 gallons
Wiggins	Diesel	3,000 gallons	8,500 gallons
Landfill	Diesel	4,500 gallons	5,500 gallons
9 Mi. South Brush	Diesel	500 gallons	3,800 gallons

**BIDDER REPLY FORM**

The undersigned is familiar with the specifications and conditions for supplying fuel to the County of Morgan for a period of 6-months, effective October 1, 2010 through March 31, 2011 and proposes to sell and deliver to the County of Morgan for the prices indicated.

<u>Location</u>	<u>Fuel Type</u>	<u>Base Price Per Gallon</u>	<u>Summer Additive Version Price Per Gallon</u>	<u>Winter Additive Version Price Per Gallon</u>	<u>Reseller Price Per Gallon</u>	<u>Total Price Per Gallon</u>
Fort Morgan	# 2 Diesel	_____	_____	_____	_____	_____
	Unleaded	_____	_____	_____	_____	_____
14 Mi. North Fort Morgan	#2 Diesel	_____	_____	_____	_____	_____
13 Mi. South Fort Morgan	#2 Diesel	_____	_____	_____	_____	_____
Snyder	#2 Diesel	_____	_____	_____	_____	_____
Weldona	#2 Diesel	_____	_____	_____	_____	_____
Wiggins	#2 Diesel	_____	_____	_____	_____	_____
Landfill	#2 Diesel	_____	_____	_____	_____	_____
9 Mi. South Brush	#2 Diesel	_____	_____	_____	_____	_____

**\*To Calculate Total Price per Gallon use Base Price per gallon + Winter Additive Version Price per Gallon + Reseller Price per Gallon = Total Price per Gallon.**

Base prices are based on the average Denver rack price on Pad 4/5. Report dated 09/17/10. (Bidder must attach specified PAD 4/5 Report. No substitutions will be considered.) ALL BIDS MUST BE INCLUSIVE OF ALL APPLICABLE TAXES, INCLUDING SUPERFUND AND ENVIRONMENTAL SURCHARGE.

**NAME AND ADDRESS OF BIDDER:**

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Agent: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_