BID NUMBER: **19-10 Petroleum Products Purchases and Automated Fueling System Services**

PART B. FIRM BID PRICES FOR AUTOMATED FUELING SYSTEM SERVICES

$ Bid Amount	Bid Item
$0.06	Per U.S. Gallon Above Laid-In Cost For Ultra Low Sulphur Diesel
$ 0.06	Per U.S. Gallon Above Laid-In Cost For Unleaded Regular Gasoline
$ 5.00	Unit Cost For Replacement and/or Duplicate Cards
30 # Days	Lead Time For Bidder To Start Up This Program And Provide All Users With Cards
(Yes) No (Circle One To Confirm)	Bidder Must Provide (As An Attachment To The Bid Form) A Sample Copy Of The Printout Information That Will Be Provided To The County At Time Of Invoicing, Circle: Yes or No As Confirmation.
(Yes) No (Circle One To Confirm)	In case of emergency (hurricane, tornado, fire and any other state emergency disaster), You must certify, NO EXCEPTIONS, you will supply within 24 hours a fuel allocation for county vehicles of at least 16,000 gallons of diesel fuel, and 8,000 gallons of unleaded gasoline, Circle: Yes or No As Confirmation.
(Yes) No (Circle One To Confirm)	During emergency situations, where fuel supply is limited or unavailable in the retail market, fuel will be made available to County employees at the request of the Fleet Manager. This fuel will be for the purpose of ensuring Alachua County employees can commute to and from work as needed during the emergency situation.

Acknowledge Receipt of Addendum(s) *(if applicable circle):* (#1 Yes) No (#2 Yes) No #3 Yes No #4 Yes No

Bidder: Almond Oil Company Company: Almond Oil Company

Address: 504 SE Williston Road

Gainesville, FL 32641

Authorized Signature: Chris Almond Title: President

Clearly Print Signature: Chris Almond Title:

PHONE: 352-376-5131 FAX: 352-378-6482 DATE: 6/9/18

Email Address: calmond@almondoilcompany.com

BID FORM (Cont'd)

BID NUMBER: **19-10 Petroleum Products Purchases and Automated Fueling System Services**

Vendor: Almond Oil Company Location: Gainesville, FL

ULTRA-LOW SULPHUR DIESEL FUEL

3. Current price per gallon of Ultra-Low Sulphur Diesel Fuel furnished and delivered to various sites based on transport and tank wagon loads.

Posted OPIS Price	Firm Differential Price Per Gallon $
Daily average OPIS; Jacksonville, FL; per Gallon; Transport Delivery	4.77 cents per gallon

Posted OPIS Price	Firm Differential Price Per Gallon $
Daily average OPIS; Jacksonville, FL; per Tank Wagon Prices (Metered off) up to 2,150 gallons	10.49 cents per gallon

Additional Charges $	
Pump charges for aboveground tanks	$ 35 per stop
Demurrage charge	$ 60 per hour
Split terminal charges	$ 35 per split

BIO-DIESEL

4. Current price per tank wagon of Bio-Diesel Fuel furnished and delivered to various sites based on transport and tank wagon load.

Price	Firm Differential Price Per Gallon $
* Per Gallon; Transport Delivery	$ Cost (F.O.B.) + 6 cents per gallon

must be paired with ULSD transport delivery to County

Posted OPIS Price	Firm Differential Price Per Gallon $
Per Tank Wagon Prices (Metered off) up to 2,150 gallons	$ Laid-in Cost (GVL) + 10 cents per gallon

Additional Charges $	
Pump charges for aboveground tanks	$ 35 per stop
Demurrage charge	$ 60 per hour
Ancillary (per hour) associated fuel charges	$ 75 per hour

4. **Confirmations: County's Invoice Sample Copy and Emergency Fuel Allocations**

(Yes) No (Circle One To Confirm)	Bidder **Must** Provide (*As An Attachment To The Bid Form*) A Sample Copy Of The Printout Information That Will Be Provided To The County At Time Of Invoicing, **Circle: Yes or No As Confirmation.**
(Yes) No (Circle One To Confirm)	In case of emergency (hurricane, tornado, fire and any other state emergency disaster), You must certify, **NO EXCEPTIONS**, you will supply within 24 hours a fuel allocation for county vehicles of at least 16,000 gallons of diesel fuel, and 8,000 gallons of unleaded gasoline, **Circle: Yes or No As Confirmation.**

PART D – BIDDERS CHECK LIST

Bidders may use the boxes to the left to check off items when completed.

The checklist is intended as a reminder for certain important items and is not necessarily a complete list of what must be included in your BID submission.

- ☐ Bid Form (Remember to fill this form out completely) **THIS FORM MUST BE SIGNED.**

- ☐ Acknowledge all Addendum(s) issued with this solicitation. A place to check off acknowledgement is on the bid form.

- ☐ Submit the appropriate number of copies.

- ☐ Include any insurance requirements.

- ☐ Include any bid bonds that may be applicable.

- ☐ Remember to submit your Bid prior to the submittal deadline. It is the vendor's responsibility when using courier services, such as Fed Ex, UPS, etc., to make sure that the bid arrives on time. Please be aware that it may be difficult at times to find parking around the County Administration Building. **LATE BIDS WILL NOT BE CONSIDERED.**

- ☐ Make sure that your bid package has been clearly marked and sealed. The bid number and name along with the vendor's company name should be clearly marked on the outside of the envelope.

  If you have questions concerning these items or other sections of the bid solicitation please contact the Division of Purchasing for clarification prior to submitting your bid.

BID FORM

BID NUMBER: **19-10: Annual Petroleum Product Purchases**

BID OPENING DATE: **2:00 pm, Wednesday, June 13, 2018**

PLACE OF BID OPENING: Alachua County Division of Purchasing, 3rd Floor
County Administration Building
12 SE 1st Street
Gainesville, Florida, 32601-6983

Vendor: Almond Oil Company Location: Gainesville, Florida

PART A. FIRM BID PRICES FOR GASOLINE(S), DIESEL(S) AND BIO-DIESEL(S)

1. Automated Fuel Level Tracking System.

Automated Fuel Level Tracking System	Monthly Cost Per Tank	$ 20.00

87 OCTANE UNLEADED GASOLINE

2. Current price per gallon of 87 Octane Unleaded Regular Gasoline furnished and delivered to various sites based on transport and tank wagon loads.

Posted OPIS Price	Firm Differential Price Per Gallon $
Daily average OPIS; Jacksonville, FL; per Gallon; Transport Delivery	4.37¢ per gallon

Posted OPIS Price	Firm Differential Price Per Gallon $
Daily average OPIS; Jacksonville, FL; per Tank Wagon Prices (Metered off) up to 2,150 gallons	9.67¢ per gallon

Additional Charges $	
Pump charges for aboveground tanks	35.00/00 /stop
Demurrage charge	60.00/00 per hour
Split terminal charges	35.00/00

Almond Oil company

Main Office
504 S.E. Williston Road
Gainesville, FL 32641
Office (352) 376-5131
Fax (352) 378-6482

High Springs Operation
405 N.E. 1st Avenue
High Springs, FL 32643
Office (386) 454-1114
Fax (386) 454-8427

Mailing Address | 504 S.E. Williston Road, Gainesville, FL 32641

June 9, 2018

Alachua County Board of County Commissioners
Mr. Gerald Bailey, Fleet Manager
Ms. Mandy Mullins, Purchasing Agent
Alachua County Division of Purchasing
12 SE 1st Street, 3rd Floor
Gainesville, Florida 32601

Re: Bid 19-10, Annual Petroleum Product Purchases

Dear County Commissioners and County Staff,

My company is proud to provide you this bid for the services outlined in 19-10.

Since 2013, my company has been your primary fuel supplier. I hope that during our time as awardee, we have performed admirably. I think the highlight of our ability to supply fuel was during the Hurricane Irma crisis, where Almond Oil Company was able to maintain the needs of the County while others in the County and around the State of Florida were having issues. In fact, in addition to maintaining our obligations with Alachua County we were also able to assist Gainesville Regional Utilities Water Treatment Plant (a non-contractual obligation) the day after Hurricane Irma struck Alachua County and helped them avoid a power loss crisis (Gainesville Sun September 12, 2017).

Being a locally owned and operated fuel and lubricant distribution company does have significant added value that sometimes does not reflect in bid price. We hope to being retained as your primary fuel supplier for years to come.

Sincerely,

Chris Almond

MARATHON

CITGO LUBRICANTS

Mystik LUBRICANTS

clarion LUBRICANTS

EXHIBIT B

DRUG FREE WORKPLACE

Section 22.09 Competitive Sealed Bidding of the Alachua County Purchasing Code states that in the evaluation of bids, all factors in the bidding process being equal, both as to dollar amount and ability to perform, priority will be given, first, to those vendors certifying a drug-free workplace.

The undersigned vendor in accordance with §287.087, Florida Statute and Section 22.09 of the Alachua County Purchasing Code hereby certifies that

Almond Oil Company

Name of Business

Does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Bidder's Signature

6/9/18

Date

EXHIBIT C

PUBLIC RECORD DECLARATION OR CLAIM OF EXEMPTION

As a bidder or proposer, any document you submit to Alachua County may be a public record and be open for personal inspection or copying by any person. In Florida 'public records" are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by any agency. Section 119.011, F.S. A document is subject to personal inspection and copying unless it falls under one of the public records exemptions created under Florida law. Please designate what portion of your bid or proposal, if any, qualifies to be exempt from inspection and copying:

(Execute either section I. or II, but not both; bidder may not modify language)

I. NO EXEMPTION FROM PUBLIC RECORDS LAW

No part of the bid or proposal submitted is exempt from disclosure under the Florida public records law, Ch. 119, F.S.

Bidder's Signature _____ Date 6/9/18

- - - OR - - -

II. EXEMPTION FROM PUBLIC RECORDS LAW AND AGREEMENT TO INDEMNIFY AND DEFEND ALACHUA COUNTY

The following parts of the bid or proposal submitted are exempt from disclosure under the Florida public records law because: (list exempt parts and legal justification. i.e. trade secret):

_____

_____

_____

_____

By claiming that all or part of the bid or proposal is exempt from the public records law, the undersigned bidder or proposer agrees to protect, defend, indemnify and hold the County, its officers, employees and agents free and harmless from and against any and all claims arising out of a request to inspector copy the bid or proposal. The undersigned bidder or proposer agrees to investigate, handle, respond to, provide defense (including payment of attorney fees, court costs, and expert witness fees and expenses up to and including any appeal) for and defend any such claim at its sole cost and expense through counsel chosen by the County and agrees to bear all other costs and expenses related thereto, even if they (claims, etc.) are groundless, false, or fraudulent.

Bidder's Signature _____ Date _____

EXHIBIT D

TYPE "E" INSURANCE REQUIREMENTS
"Vendors"

Vendors shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with products and materials supplied to the County.

I. **COMMERCIAL GENERAL LIABILITY.**
Coverage must be afforded under a per occurrence form policy for limits not less than $1,000,000 General Aggregate, $1,000,0000 Products / Completed Operations Aggregate, $1,000,000 Personal and Advertising Injury Liability, $1,000,000 each Occurrence, $50,000 Fire Damage Liability and $5,000 Medical Expense.

II. **AUTOMOBILE LIABILITY.** (When Vendor Delivers to County Premises)
Coverage must be afforded including coverage for all Owned vehicles, Hired and Non-Owned vehicles for Bodily Injury and Property Damage of not less than $1,000,000 Combined Single Limit each accident.

III. **WORKERS COMPENSATION AND EMPLOYER'S LIABILITY.** (While Vendor's Employee(s) are on County Premises)
A Coverage to apply for all employees at STATUTORY Limits in compliance with applicable state and federal laws; if any operations are to be undertaken on or about navigable waters, coverage must be included for the USA Longshoremen & Harbor Workers Act.
B Employer's Liability limits for not less then $100,000 each accident; $500,000 disease policy limit and $100,000 disease each employee must be included.

IV. **OTHER INSURANCE PROVISIONS.**
The policies are to contain, or be endorsed to contain, the following provisions:
A Commercial General Liability and Automobile Liability Coverages
1 The Alachua County Board of County Commissioners, its officials, employees and volunteers are to be covered as an Additional Insured as respects: Liability arising out of activities performed by or on behalf of the Vendor; products and completed operations of the Vendor; or automobiles owned, leased, hired or borrowed by the Vendor.
2 The Vendor's insurance coverage shall be considered primary insurance as respects the County, its officials, employees and volunteers. Any insurance or self-insurance maintained by the County, its officials, employees or volunteers shall be excess of the Vendor's insurance and shall be non-contributory.
B Workers' Compensation and Employers' Liability Coverages
1 The insurer shall agree to waive all rights of subrogation against the County, its officials, employees and volunteers for losses arising from work performed by the Vendor for the County.
C All Coverages
1 The Vendor shall provide a Certificate of Insurance to the County with a Thirty (30) day notice of cancellation. The certificate shall indicate if cover is provided under a "claims made" or "per occurrence" form. If any cover is provided under a claims made form the certificate will show a retroactive date, which should be the same date of the contract or purchase order (original if contact is renewed) or prior.

V. **SUBCONTRACTORS**
Vendors shall include all subcontractors as insured under its policies. All coverages for subcontractors shall be subject to all of the requirements stated herein.

CERTIFICATE HOLDER: **Alachua County Board of County Commissioners**

The Certificate of Insurance must contain the following:

Department Contact:	**Gerald Bailey**
Department:	**Public Works, Fleet**
Dept. Contact Phone:	**352.374.5245**
Dept. Contact Email:	gbailey@alachuacounty.us
Bid:	**19-10: Annual Petroleum Product Purchases**

ALMOND OIL COMPANY

Invoice

Remit To:
504 SE Williston Road
Gainesville, FL 32641
Phone: (352) 376-5131
Fax: (352) 378-6482

Branch:
504 SE Williston Road
Gainesville, FL 32641
Phone: (352) 376-5131
Fax: (352) 378-6482

Branch:
23179 W US Hwy 27
High Springs, FL 32643
Phone: (386) 454-1114
Fax: (386) 454-8427

Invoice Number: 0100459-IN
Invoice Date: 5/17/2018
Ship Date: 5/17/2018
Order Number:
Order Date:
Bill of Lading: 565226
Meter Stamp:
Cust #: 05-COUNTY

Bill To:
ALACHUA COUNTY FLEET MANAG.
5620 NW 120TH LANE
GAINESVILLE, FL 32653

Ship To:
HAGUE COMPOUND
5620 NW 120TH LANE
PO 2018-00000053
DEP# 018626841
GAINESVILLE, FL 32653

Customer P.O.	Ship VIA	Salesperson:	Terms	Invoice Due Date
	9224	0005	NET 10 DAYS	5/27/2018

Item Code	Whse	Item Description	UOM	Quantity	Unit Price	Amount
01E87	999	GASOLINE 87 OCTANE, 3, UN1203, PGII, REG CVG ETHANOL 10% ADD. MSDS AVAILABLE UPON REQUEST.	GAL	2,959.000	2.2014	6,513.94
02ACPGAS-JAX-HG	999	ACPW FR GAS JAX HAGUE CONTRACT RATE 4.57 CENTS	EACH	2,959.000	0.0457	135.23
T1GAS	999	FEDERAL EXCISE TAX - GASOLINE	EACH	2,959.000	0.1840	544.46
/E87FEDEXCREF		GAS FEDERAL EXCISE TAX REFUND		2,959.000	0.1830-	541.50-
T2GAS	999	FL STATE EXCISE TAX - GASOLINE	EACH	2,959.000	0.1770	523.74
T3	999	FL MINIMUM LOCAL OPTION TAX - GASOLINE	EACH	2,959.000	0.1373	406.27
T3ALACHUA	999	ALACHUA COUNTY LOCAL OPTION SURCHARGE	EACH	2,959.000	0.0600	177.54
T4GAS	999	ENVIRONMENTAL TAX - GASOLINE Federal Environmental Recovery Fee 0.00193 Florida Pollutant Tax 0.02071	EACH	2,959.000	0.0227	67.17
01ULSD	999	ULTRA LOW SULFUR DIESEL <15PPM SULFUR CONTENT UNDYED NO. 2 DIESEL FUEL, 3, NA1993, PGIII, COMBUSTIBLE LIQUID. FOR USE IN ALL DIESEL VEHICLES AND ENGINES. MATERIAL SAFETY DATA SHEET AVAILABLE UPON REQUEST	GAL	4,006.000	2.4201	9,694.93
02ACPDIE-JAX-HG	999	ACPW FR DIESEL JAX - HAGUE CONTRACT 5.07 CENTS	EACH	4,006.000	0.0507	203.10
T1UDD	999	FEDERAL EXCISE TAX - UNDYED DIESEL	EACH	4,006.000	0.2440	977.46
/ULSDFEDEXCREF		DIESEL FED EXCISE TAX REFUND		4,006.000	0.2430-	973.46-
T2UDD	999	FL STATE EXCISE TAX - UNDYED DIESEL	EACH	4,006.000	0.1770	709.06
T3UDD	999	FL LOCAL OPTION TAXES - UNDYED DIESEL	EACH	4,006.000	0.1460	584.88

Continued

Customer hereby agrees and promises to pay all invoices or other amounts due Almond Oil Company. Customer has (5) days from the date of invoice to dispute any alleged discrepancies otherwise Customer deems this invoice as true and accurate. Any payments returned for non-sufficient funds, stopped payments, and/or incorrect banking information shall be subject to a $30.00 per incident charge. Customer agrees to pay interest at a rate of 1.5% per month (18% annual interest) or $10.00 per statement, whichever is greater, on all past due amounts. Customer agrees to pay in addition to past due balances plus interest and charges, all collection costs which may include reasonable attorney's fees, whether suit be filed or not, court costs and investigative services. Venue is Alachua County, Florida.

ALMOND OIL COMPANY

Invoice

Remit To:
504 SE Williston Road
Gainesville, FL 32641
Phone: (352) 376-5131
Fax: (352) 378-6482

Branch:
504 SE Williston Road
Gainesville, FL 32641
Phone: (352) 376-5131
Fax: (352) 378-6482

Branch:
23179 W US Hwy 27
High Springs, FL 32643
Phone: (386) 454-1114
Fax: (386) 454-8427

Invoice Number: 0100459-IN
Invoice Date: 5/17/2018
Ship Date: 5/17/2018
Order Number:
Order Date:
Bill of Lading: 565226
Meter Stamp:
Cust #: 05-COUNTY

Bill To:
ALACHUA COUNTY FLEET MANAG.
5620 NW 120TH LANE
GAINESVILLE, FL 32653

Ship To:
HAGUE COMPOUND
5620 NW 120TH LANE
PO 2018-00000053
DEP# 018626841
GAINESVILLE, FL 32653

Customer P.O.	Ship VIA	Salesperson:	Terms	Invoice Due Date
	9224	0005	NET 10 DAYS	5/27/2018

Item Code	Whse	Item Description	UOM	Quantity	Unit Price	Amount
T4UDD	999	ENVIRONMENTAL TAX - UNDYED DIESEL	EACH	4,006.000	0.0229	91.74
		Federal Environmental Recovery Fee 0.00214				
		Florida Pollutant Tax 0.02071				
/PUMP35		PUMP CHARGE TRANSPORT				35.00

Taxable:	0.00
Non Taxable:	19,149.56
Net Invoice:	19,149.56
Sales Tax:	0.00
Invoice Total:	**19,149.56**

Customer hereby agrees and promises to pay all invoices or other amounts due Almond Oil Company. Customer has (5) days from the date of invoice to dispute any alleged discrepencies otherwise Customer deems this invoice as true and accurate. Any payments returned for non-sufficient funds, stopped payments, and/or incorrect banking information shall be subject to a $30.00 per incident charge. Customer agrees to pay interest at a rate of 1.5% per month (18% annual interest) or $10.00 per statement, whichever is greater, on all past due amounts. Customer agrees to pay in addition to past due balances plus interest and charges, all collection costs which may include reasonable attorney's fees, whether suit be filed or not, court costs and investigative services. Venue is Alachua County, Florida.

INVOICE

ALMOND OIL COMPANY

Remit To:
504 SE Williston Road
Gainesville, FL 32641
Phone: (352) 376-5131
Fax: (352) 378-6482

Branch:
504 SE Williston Road
Gainesville, FL 32641
Phone: (352) 376-5131
Fax: (352) 378-6482

Branch:
23179 W US Hwy 27
High Springs, FL 32643
Phone: (386) 454-1114
Fax: (386)454-8427

INVOICE:CL03561
INVOICE DATE:05/31/2018
DUE DATE :06/10/2018
CUST#::05-0000113
ACCOUNT NO:05-COUNTY

ALACHUA COUNTY FLEET MANAG.
PURCHASED FROM DEP# 018500314
5620 NW 120TH LANE
GAINESVILLE, FL 32653

SITE	TRANS	DATE	TIME	ODOM	MPG	PROD	PRICE	QTY	FET	SET	LOT	SST	AMT
DRIVER: 00757 WILL CALL CARD													
AOC - GAINESVILLE	2304	5/31/2018	09:46A	0	.00	ULSD	2.926	231.000	5.52	74.61	0.00	0.00	675.91
								231.000					675.91
VEHICLE: 00850 EPD													
AOC - GAINESVILLE	0200	5/25/2018	08:59A	1	.00	89 NON ETH	3.317	3.012	0.07	0.95	0.18	0.00	9.99
								3.012					9.99
VEHICLE: 00911 FIRE RESCUE													
AOC - GAINESVILLE	0271	5/29/2018	09:37A	0	.00	89 NON ETH	3.317	14.810	0.35	4.65	0.89	0.00	49.12
								14.810					49.12
								Quantity					Amount Due
						INVOICE TOTALS:		248.822					735.02

* PLEASE PAY FROM THIS INVOICE *

Tax Types:
FET - Federal and Environmental Excise Taxes
SET - State and County Excise Taxes
LOT - Local Option Taxes
SST - State Sales Taxes

		QTY	FET	SET	LOT	SST	AMT
SUMMARY BY FUEL PRODUCT							
02	89 NON ETH	17.822	0.42	5.60	1.07	0.00	59.11
03	ULSD	231.000	5.52	74.61	0.00	0.00	675.91

		QTY	FET	SET	LOT	SST	AMT
SUMMARY BY CARD							
00712	FIRE RESCUE	14.810	0.35	4.65	0.89	0.00	49.12
00735	EPD	3.012	0.07	0.95	0.18	0.00	9.99
00757	WILL CALL CARD	231.000	5.52	74.61	0.00	0.00	675.91
FUEL AND TAX TOTALS:		248.822	5.94	80.21	1.07	0.00	735.02

Almond Oil Company
504 SE Williston Road
Gainesville, FL 32641

JUN 12 '18 AM 9:40

VIA HAND DELIVERY

Bid No. 19-10 : Annual Petroleum Product Purch

Alachua County Admin. Building
Division of Purchasing, 3RD Floor
12 SE 1st Street
Gainesville, FL 32601-6983

Due : 1400 hours, Wednesday, June 13th, 20