

RESOLUTION 2019 - 11

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SUNNYSIDE, WASHINGTON, ACCEPTING
BID AND AUTHORIZING AWARD OF CONTRACT
FOR FUEL SUPPLIES (CO ENERGY, Inc.)**

WHEREAS, the City of Sunnyside has solicited sealed bids for provision of fuel supplies for the City of Sunnyside; and

WHEREAS, the lowest responsive bid for such supplies was submitted by CO ENERGY, Inc., including analysis of wholesale price of fuel, state taxes and profit per-gallon markup; and

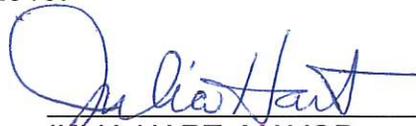
WHEREAS, the City Council finds and determines that acceptance of such bid and award of contract to CO ENERGY, Inc. is in the best interests of residents of the City of Sunnyside and will promote the general health, safety and welfare.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUNNYSIDE, WASHINGTON, as follows:

Section 1. That the bid for fuel supplies submitted by CO ENERGY, Inc. in the amounts and pursuant to the plans and specifications for such supply attached hereto as Exhibit A, is hereby accepted; and the City Manager is hereby authorized to execute any contract and other documents necessary to accomplish such acceptance and award.

Section 2. This Resolution shall be effective upon passage, approval and signatures hereon in accordance with law.

PASSED this 25th day of November, 2019.



JULIA HART, MAYOR

ATTEST:

A handwritten signature in black ink, appearing to read "Jacqueline Renteria", written over a horizontal line.

JACQUELINE RENTERIA, CITY CLERK

**CITY OF SUNNYSIDE
INSTRUCTIONS TO BIDDERS
FUEL BID
SUBMISSION OF BIDS**

Sealed bids shall be addressed or delivered to:

City of Sunnyside
Public Works Department
818 East Edison Avenue
Sunnyside, Washington 98944

The bid envelope shall be clearly marked "FUEL BID"

CLOSING DATE

Bids will be received until 3:00 p.m. local time, November 13, 2019.

BID OPENING

Bids will be opened and publicly read aloud in the Conference Room, City Hall, Sunnyside, Washington, at 3:00 p.m. local time, November 13, 2019 at which time interested parties may be present to witness the bid opening.

ACCEPTABILITY OF BIDS

Bids must be submitted on the City of Sunnyside Bid Form and placed in the sealed envelope. The words "Fuel Bid" must be clearly marked on the front of the envelope.

The bid form must contain the bidders business or home address and must be signed by a duly authorized official.

Bids that are unsigned, incomplete, illegible, unbalanced, obscure, or with any other irregularities may be rejected. The City Council reserves the right to accept any or all bids or any portion thereof and to waive minor irregularities, informalities, at the City's discretion.

The bid shall be valid for ninety (90) calendar days following the bid opening date.

Prices shall be filled in where indicated on the bid form. Prices shall be net, F.O.B., Sunnyside unless otherwise stated, and shall not include any taxes, nor shall they be subject to any discounts or other conditions.

- A. There shall be a “card lock” pumping location throughout the state of Washington with **24 hour service**, to include the City of Sunnyside. At the time of purchase, as a minimum, the card lock system must be set up so that the vehicle number, the vehicle odometer reading, and the employee’s number obtaining fuel must be used to begin the fuel pump delivery system. The supplier shall provide the appropriate cards and personal identification numbers to operate the system so that all record keeping and security procedures are maintained.
- B. The supplier must provide a monthly electronic accounting, in Excel format, that must include an itemized account detailing the activity of each vehicle (see attached sample on page 8). This accounting as a minimum must list: date, time, vehicle number, employee number used when obtaining fuel, vehicle odometer reading, type of fuel, number of gallons pumped, and actual price charged. Each monthly billing shall also include copies of the appropriate weekly OPIS publication for that billing cycle or the major supplier’s price change letter.
- C. Contract shall be for a five (5) year term beginning January 1, 2020 through December 31, 2024. Either party may terminate this contract upon ninety (90) days written notice to the other.

PRICING, PRICE ESCALATION - BULK FUELS

- A. Contract prices will be allowed to increase or decrease after bid opening and during the term of the contract. All contract price adjustments shall be based on the change in the vendor’s major supplier’s listed price for the following P.A.D. cities: Seattle, Spokane, Portland, Sunnyside, or Pasco as reported in the weekly publications, Oil Price Information Service (OPIS published by the United Communications Group). A second method shall be to reference the major supplier’s price change letter which reflects changes at the location of your plant.
- B. Bidder shall specify his supplier (See Bid Form) and the price adjustment reference City (Seattle, Spokane, Portland, Sunnyside, or Pasco) to be used for contract price adjustments on bid Proposal. Bidder may submit any number of suppliers and reference cities as necessary to demonstrate the availability of their fuel supply. A copy of the appropriate OPIS publication, or in the case of the second method (above) the calculation price shall show the wholesale buying price per gallon, applicable Federal and State taxes, supplier cost mark-ups for handling, distribution, and profit, used as a bidding reference and must be included with the bid submitted. If OPIS does not list one or more supplier product prices for a reference city, the listed average price for that city shall be used.
- C. Any upward or downward change in the major supplier’s prices from one OPIS publication to the next, or change in the price from the major supplier’s price change letter will be added or subtracted from the previous contract price but the margin as bid will remain the same. It is important to note that the difference between the Bid Price and the selected OPIS Price or major suppliers price change letter at the time of the bid, must be maintained throughout the period of the contract. The effective date of the price change will be on 12:01 a.m. the day following the date of the publication which reflects the price change.

BID FORM

I/We the undersigned, having read all requirements of this call for bids, together with all the special provisions and specifications set forth herein, do agree in every particular, and will furnish petroleum products and documentation as specified herein as follows:

Bidder's Major Supplier is (are): PHILLIPS 66, and the OPIS price adjustment reference city(s) shall be: Seattle, Spokane, Sunnyside, Portland, or Pasco.

	<u>Regular Unleaded</u>	<u>Diesel Fuel</u>
Estimated Annual Volume:	<u>36,000</u>	<u>14,000</u>
Per Gallon Rack Price (Effective: Date of Bid Submittal)	<u>1.85</u>	<u>2.395</u>
Per Gallon State Taxes:	<u>.494</u>	<u>.494</u>
Per Gallon Federal Taxes:	<u>EXEMPT</u>	<u>EXEMPT</u>
Per Gallon Profit Margin Above Rack Price: (Excluding Taxes)	<u>.0781</u>	<u>.114</u>
Total Cost Per Gallon:	<u>2.422</u>	<u>3.003</u>

NOTE: ALL BIDS WILL BE EVALUATED AS A WHOLE, NOT "PER PRODUCT"

Location(s) of 24 hour pumping facilities: 106 N. 9TH ST. SUNNYSIDE WA. 98944
SEE ATTACHED LOCATION DIRECTORY

This bid shall be valid for a period of ninety (90) days from the bid opening date.

Sample Billing

Equip	DATE	TIME	VEH#	MISC#	ODOM	ST	SITE	PRD	GALLONS	FED TAXES	ST/CNTY TAXES	PPG	TOTAL
17	11/8/09	19:05	B.	HARRIS	49091	WA	SSIDE #2065	DF	20.542	0.06	8.27	2.6443	54.32
27	11/2/09	2:51	B.	HARRIS	50844	WA	SSIDE #2065	DF	26.823	0.08	10.81	2.631	70.57
27	11/4/09	20:08	R.	SAVAGE	51037	WA	SSIDE #2065	DF	21.239	0.06	8.56	2.671	56.73
37	11/4/09	20:11	D.	BOER	47236	WA	SSIDE #2065	DF	12.544	0.04	5.05	2.6706	33.5
37	11/7/09	6:05	G.	SMITH	47424	WA	SSIDE #2065	DF	22.91	0.07	9.24	2.6451	60.6
37	11/7/09	21:48	B.	HARRIS	47387	WA	SSIDE #2065	DF	20.001	0.06	8.05	2.6444	52.89
117	11/5/09	13:28	L.	HAZZAR	37621	WA	SSIDE #2065	UNL	17.416	0.05	7.01	2.6114	45.48
118	11/1/09	13:42	B.	HARRIS	16459	WA	CLE ELUM-WA	UNL	11.458	0.03	4.63	2.7614	31.64
118	11/2/09	16:25	G.	SMITH	16565	WA	SSIDE #2065	UNL	9.255	0.03	3.72	2.6008	24.07
209	11/5/09	7:16	J.	URIBE	34526	WA	SSIDE #2065	UNL	22.004	0.06	8.85	2.6109	57.45
233	11/4/09	8:57	M.	ZIEGLE	549	WA	SSIDE #2065	DF	9.198	0.03	3.71	2.6723	24.58

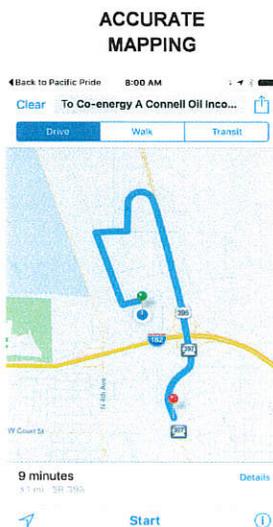
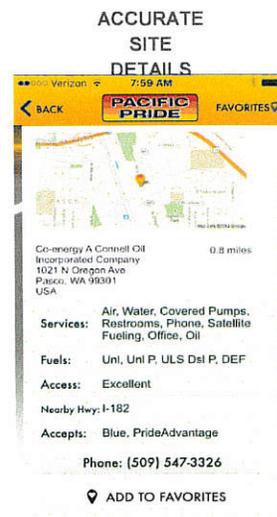
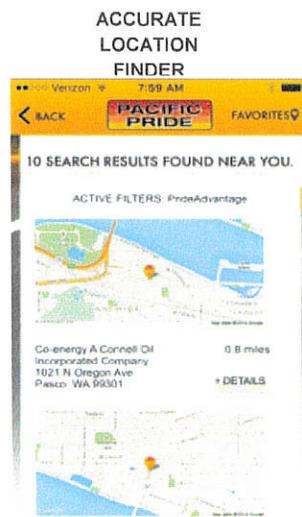
PACIFIC PRIDE MOBILE APP: THE APP THAT FUELS FLEETS



*With Pacific Prides mobile app, you can quickly find the nearest fueling locations and fuel pricing. It's the most convenient fuel finding app available today, with accurate mapping, site details, and it's free!

**Instantly find gas stations and all of their services. Find gas stations that offer alternative fuels, such as : Diesel, E85 & CNG.

***Save your favorite searches allowing you to quickly monitor price changes along your route. Emergency Fuel Access! If you are in an area with adverse weather or power outages, you will always know where the nearest fuel is still available. Text-to-Speech for hands free turn by turn directions.



Travis Coulter



Pasco Office
 509-547-3326
 509-380-8991
tcoulter@connelloil.com



CO-ENERGY PACIFIC PRIDE SITE LOCATIONS

* As a Pacific Pride Cardholder you may fuel at any Pacific Pride site in the United States and/or Canada. Below is a list of Pacific Pride sites owned by Connell Oil, Inc. * Visit www.pacificpride.com for more location details.

PASCO

1802 N. Commercial Ave **DEF & 91 Non-Eth**
Pasco, WA 99301

1015 N. Oregon Ave (6C) **DEF & 91 Non-Eth**
Pasco, WA 99302

3802 Swallow Ave. (ARF) **91 Non-Eth**
Pasco, WA 99301

KENNEWICK (ARI) **DEF & 91 Non Eth (Both)**

815 W. Columbia Drive
Kennewick, WA 99336

106609 E. Wiser Parkway
Kennewick, WA 99338

RICHLAND (ARK) – **DEF & 91 Non-Eth**

1980 Terminal Drive
Richland, WA 99352

PROSSER (ARJ) – **DEF & 91 Non-Eth**

101 Merlot Drive
Prosser, WA 99350

WASHTUCNA (AU3) – **91 Non-Eth**

505 Main St.
Washtucna, WA 99371

SUNNYSIDE (AVK) – **91 Non-Eth**

106 North 9th St. Sunnyside, WA 98944

OROVILLE (WW)- **91 Non-Eth**

615 11th St Oroville, WA 9844

CONNELL (SK) – **DEF & 91 Non-Eth**

900 S. Columbia Drive
Connell, WA 99326

BASIN CITY (ARG)

6521 Road 170
Basin City, WA 99343

OTHELLO (WZ) – **DEF & 91 Non-Eth**

20 E. Wahluke Street
Othello, WA 99344

LIND (AU2) – **91 Non-Eth**

318 W. First
Lind, WA 99341

RITZVILLE (AU1) – **DEF & 91 Non-Eth**

1302 W. First Ave.
Ritzville, WA 99169

DAVENPORT (AVC) – **DEF & 91 Non-Eth**

1308 W. 12th St.
Davenport, WA 99122

BENGE (AG3)

2963 E. Benge-Winona Rd.
Benge, WA 99105

ELTOPIA (ALF) – **DEF & 91 Non-Eth**

5100 Eltopia West Road Eltopia, WA 99330