BID RCI 15-01

BOONE COUNTY HIGHWAY DEPARTMENT
PROPOSALS AND SPECIFICATIONS FOR
DIESEL FUEL, RANGE HEAT OIL, AND UNLEADED GASOLINE

INSTRUCTION TO BIDDERS

1. ACCEPTANCE OF BIDS

The Roads and Capital Improvement Committee of the Boone County Board will accept, in writing, one or more of the proposals or reject all proposals within 30 days from the date of opening bids; and the Road and Capital Improvement Committee reserves the right to accept or reject any or all proposals, and to waive all technicalities when, in the opinion of the committee, the best interest of the County Highway Department will be served by such action. All sealed bids shall be submitted to the office of the Boone County Clerk, 1212 Logan Ave., Belvidere, Illinois 61008 prior to 9:30 A.M., January 27, 2015.

2. WITHDRAWAL OF BIDS

No bidder shall withdraw his bid, for a period of 30 days from the "opening of bids" date as advertised. Bidders may withdraw their proposals at any time prior to the date specified in the advertisement as the closing time for the receipt of bids. No bid will be opened which has not been received before the specified closing time for the receipt of bids.

3. SPECIFICATIONS

It will be assumed that the bid is based on the specifications, unless the bidder states to the contrary on the Proposal forms, in which case the bidder shall point out in detail any and all deviations from the specifications.

4. INSPECTION

All inspection fees and other cost attending the sale of the material bid herein is to be incurred at the bidder's expense.

5. TAX EXEMPTION

Boone County is exempt from Federal Excise Tax and sales taxes. The price bid must be exclusive of these taxes and will be so construed. The County will be required to pay the Illinois Motor Fuel Tax and any additional taxes implemented that do not exclude Boone County.

6. INVITATIONS

All bids shall be tendered on forms prepared and furnished by the County Highway Department. All bids must be signed.

7. **BID IDENTIFICATION**

Each bidder shall mark on the envelope the item or items being bid.

8. **BID AWARD**

All bids shall be based on the sum of three parts which are as follows: 1) the 2015 OPUS low rack price per gallon at your supplier, 2) include the added costs for the transportation, delivery charges to the Highway Department and profit margins and include any discounts for less than transport load deliveries, and 3) with taxes added.

Fuel prices are to be for a one year contract period. The contract begins on March 1, 2015 and ends on February 29, 2016 at 11:59 P.M.

Bids for diesel fuel #1 and #2 will be considered together for a bid and unleaded gasoline will be considered separately and awarded to the bidder submitting the lowest responsible bid for each. Two awarded bids.

The County reserves the right to cancel the contracts within five (5) days notice if the suppliers diesel fuel or unleaded gasoline does not meet State or Federal requirements or those as stated herein.

9. **SIGNATURES**

A proposal made by a corporation, company, or firm must be signed in a legal manner in the name of the corporation, company, or firm by an authorized officer whose name and title shall be stated, and the official address must be stated. Proposals shall be typewritten or written in ink on the forms prepared by the County Highway Department. Add corrections or erasures shall be initialed by the person signing the bid.

10. **BILLS**

The bills will be approved for payment at Boone County Board meeting held on the third Wednesday of each month. To receive payment that month, all bills must be in the office of the County Engineer by the first of each month.

The price of the fuel delivered shall be that of the low rack price as shown on the supplier OPUS price sheet and the Dealer shall submit a copy of the OPUS low rack price for the day of delivery to justify the invoice price for the various fuels. The supply location on the OPUS report shall remain the same throughout the life of the bid contract.

The price for the transportation, delivery charges and profit margin shall remain constant thru the life of the contract.

The additional cost for the biodiesel shall remain constant during the life of the contract.

The taxes shall be as regulated by law. If a price change occurs the supplier shall provide a copy of the tax change to the Highway Department.

11. **DELIVERY**

The approved supplier shall check the fuel tanks every week or on a schedule approved by the County Engineer. During heavy fuel use deliveries will need to be more frequent. In emergencies the supplier shall deliver fuel within 24 hours when requested.

12. **TOXIC SUBSTANCES**

Where applicable, all bidders shall comply with the "Toxic Substance Disclosure to Employees Act", of the State of Illinois (P.A. 83-240), effective January 1, 1984 and provide Material Safety Data Sheets as requested.

13. **TAXES**

On the separate sheet included please list a brake down of the taxes and rates for each fuel type.

SPECIFICATIONS FOR LOW SULFUR DIESEL FUEL #2

1. The Dealer shall submit a unit bid price per gallon for a premium quality low sulfur diesel fuel made specifically for diesel engines. The physical properties of the fuel shall meet or exceed all A.S.T.M. specifications for #2 premium low sulfur diesel fuel.

The diesel fuel shall be a blend of 2% biodiesel to be in compliance with Public Act 094-0346. This cost shall remain constant through the contract. The biodiesel may be omitted during winter months.

Boone County has an existing 1,000 gallon above ground diesel fuel tank. The supplier shall deliver variable amounts of fuel estimated at 500 gallons more or less. This contract shall be for a period beginning March 1, 2015. It is estimated that 10,000 gallons will be required for the twelve month period. All deliveries are to be made to the Boone County Highway Garage, 9759 Illinois Route 76, Belvidere, Illinois.

SPECIFICATIONS FOR LOW SULFUR DIESEL #1

1. The Dealer shall submit a unit bid price per gallon for low sulfur diesel Number 1. The physical properties of the fuel shall meet or exceed all A.S.T.M. specifications for number 1 diesel fuel.

The diesel fuel No. 1 will be combined with the diesel fuel No. 2 during the cold months to prevent jelling. Fuel No. 1 will be combined as necessary with the diesel fuel No. 2 in the county's existing 1,000 gallon above ground tank. The contract shall be for a period beginning March 1, 2015. It is estimated that 3,000 gallons will be required during the approximate twelve months. All deliveries are to be made to the Boone County Highway Garage, 9759 Illinois Route 76, Belvidere, Illinois.

SPECIFICATIONS FOR UNLEADED GASOLINE

The Dealer shall submit a unit bid price per gallon for unleaded gasoline meeting all State and Federal standards with the following properties:

1. Have controlled volatility for each starting and fast warm-up with excellent acceleration and power.

2. Seasonally tailored vapor pressure to help prevent vapor lock and prevent carburetor icing.

3. Specially formulated to provide clean-up of fuel injectors for maximum performance and carburetor detergents with corrosion protection for metal components.

4. Shall comply in all respects with Federal specifications with a minimum octane rating of 89. Bidders shall use the mid range price for the unleaded fuel for both gasohol and regular gasoline.

5. Gasohol consisting of 10% ethanol made from corn may be bid for the unleaded gasoline and must be listed on the bid sheet if bid.

6. Regular (non-gasohol) gasoline shall be bid as mid range low rack price.

Boone County has an existing 560 gallon above ground unleaded gasoline storage tank. The supplier shall deliver variable amounts estimated at 250 gallons more or less.

This contract shall be for a period of twelve months beginning March 1, 2015. It is estimated that 4,000 gallons will be required for the twelve month period. All deliveries are to be made to the Boone County Highway Garage, 9759 Illinois Route 76, Belvidere, Illinois.

COUNTY OF BOONE
HIGHWAY DEPARTMENT
BID SHEET – RCI 15-01

PREMIUM LOW SULFUR DIESEL FUEL #2 PRICE BID SHEET

BIODIESEL FUEL

1. Price per gallon.
   (Based on Jan. 20 OPUS Rack Low Price for bidders supplier.) $_____

2. Additional rate in cents per gallon to be applied to the above price to cover transportation, delivery and profit. $_____

3. Additional cost for biodiesel $_____

4. Tax, any and all applicable. $_____

5. Total $_____

LOCATION OF TERMINAL IS_____

BID SUBMITTED BY:_____
Company

_____
Street Address City State Zip Code

_____
Phone Number

NAME OF AGENT OR OFFICER:_____
Print/Type Title

Sign Here:_____Date:_____

NOTICE: THE SEALED BIDS FOR THIS PROJECT WILL BE OPENED IN THE OFFICE OF THE BOONE COUNTY CLERK AT 9:30 A.M. ON JANUARY 27, 2015. ALL SEALED BIDS SHALL BE SUBMITTED TO THE OFFICE OF THE BOONE COUNTY CLERK, 1212 LOGAN AVE., BELVIDERE, ILLINOIS 61008 PRIOR TO 9:30 A.M. ON JANUARY 27, 2015.

COUNTY OF BOONE
HIGHWAY DEPARTMENT
BID SHEET – RCI 15-01

#1 LOW SULFUR PRICE BID SHEET

RANGE HEAT OIL

1. Price per gallon. (Jan. 20 OPUS Rack Low Price for bidders supplier.) $_____

2. Additional rate in cents per gallon to be applied to the above price to cover transportation, delivery and profit. $_____

3. Tax, any and all applicable. $_____

4. Total $_____

LOCATION OF TERMINAL IS_____

BID SUBMITTED BY:_____
Company

_____
Street Address City State Zip Code

_____
Phone Number

NAME OF AGENT OR OFFICER:_____
Print/Type Title

Sign Here:_____Date:_____

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COUNTY OF BOONE
HIGHWAY DEPARTMENT
BID SHEET – RCI 15-01

UNLEADED GASOLINE PRICE BID SHEET

UNLEADED GASOLINE

1. Price per gallon.(Jan. 20 OPUS Mid Low Rack Price for bidders supplier.) $_____

2. Additional rate in cents per gallon to be applied to the above price to cover transportation, delivery and profit. $_____

3. Tax, any and all applicable. $_____

4. Total $_____

LOCATION OF TERMINAL IS_____

BID SUBMITTED BY:_____
Company

_____
Street Address City State Zip Code

_____
Phone Number

NAME OF AGENT OR OFFICER:_____
Print/Type Title

Sign Here:_____Date:_____

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FUEL TAX BREAK DOWN

DIESEL FUEL NO. 2 PREMIUM ULTRA LOW SULFUR:

TAX	RATE
Illinois Motor Fuel Tax	_____
Underground Storage Tax	_____
Environmental Impact Tax	_____
Lust	_____
Other	_____
TOTAL	_____

DIESEL FUEL NO. 1 ULTRA LOW SULFUR:

TAX	RATE
Illinois Motor Fuel Tax	_____
Underground Storage Tax	_____
Environmental Impact Tax	_____
Lust	_____
Other	_____
TOTAL	_____

UNLEADED 89 OCTANE (MID RANGE):

TAX	RATE
Illinois Motor Fuel Tax	_____
Underground Storage Tax	_____
Environmental Impact Tax	_____
Lust	_____
Other	_____