

CITY OF LEANDER
INVITATION FOR BID
FUEL DELIVERY AND TANK RENTAL

PART I

GENERAL

1. **PURPOSE:** The City of Leander, herein after "City", seeks to establish a contract with a qualified person, firm or corporation, herein after "Respondent", to provide full, turnkey services for fuel delivery and above-ground tanks for the City fleet vehicles. Fuel shall include Conventional Gasoline with 10% Ethanol and Diesel Fuels on as as-needed basis. Fuel filling and above ground tank rentals shall be to the locations specified herein. Fuel filling services may also include City generators

City seeks one supplier for both fuel and tanks. Fuel provider shall furnish tanks to City.

2. **DEFINITIONS, TERMS AND CONDITIONS:** By submitting a response to this solicitation, the Respondent agrees that the City's standard Definitions, Terms and Conditions, in effect at the time of release of the solicitation, shall govern but shall be superseded by those terms and conditions specifically provided for otherwise within this solicitation, in a separate agreement or on the face of a purchase order. The City's Definitions, Terms and Conditions are herein made a part of this solicitation and can be found on the City's website by visiting <http://www.leandertx.gov/finance/page/purchasing>.

2.1. Any acceptance to or additional terms and conditions attached to the response will not be considered unless respondent specifically references them on the front of the response document. WARNING: Exception to or additional terms and conditions may result in disqualification of the response.

3. **ATTACHMENTS:** Attachment A through E are herein made a part of this solicitation:

- 3.1. Attachment A: Reference Sheet
- 3.2. Attachment B: Conflict of Interest Questionnaire (CIQ)
- 3.3. Attachment C: Bid Sheet
- 3.4. Attachment D: Delivery Areas and Map
- 3.5. Attachment E: Photos of Existing Tanks

4. **CLARIFICATION:** For questions or clarifications of specifications, you may contact:

Joy Simonton
Purchasing Agent
City of Leander
Telephone: 512-528-2730
jsimonton@leandertx.gov

The individual listed above may be contacted by telephone or visited for clarification of the specifications only. No authority is intended or implied that specifications may be amended or alterations accepted prior to solicitation opening without written approval of the City through the Purchasing Department.

5. **REQUIREMENTS:** The opening of a solicitation shall not be construed as the City's acceptance of such as qualified and responsive. All Respondents shall:

- 5.1. Be firms, corporations, individuals or partnerships normally engaged in the sale and distribution of commodity or provision of the services as specified herein.
- 5.2. Have adequate organization, facilities, equipment and personnel to ensure prompt and efficient service to the City.
- 5.3. In order to assure that the City does not encounter shipping delays, service delays or other unforeseen problems that can occur with out of area or foreign vendors, respondent shall be located within:

60 Miles from Leander, Texas 78641

120 Miles from Leander, Texas 78641

United States

- 5.4. Provide products and services in complete compliance with all Federal, State and Local regulations to include compliance with all regulations set forth by the Texas Commission on Environmental Quality (TCEQ).
- 5.5. Identify any subcontractors to be used for this project. The City reserves the right to approve or disapprove all subcontractors prior to any work being performed.
6. **AGREEMENT TERM AND CANCELLATION**: The term "agreement" shall mean the executed contract awarded as a result of this solicitation and all exhibits thereto.
 - 6.1. At a minimum, the following documents will be incorporated into the agreement:
 - 6.1.1. Solicitation document, attachments and exhibits;
 - 6.1.2. Solicitation addendums, if applicable;
 - 6.1.3. City's Definitions, Terms and Conditions;
 - 6.1.4. Successful Respondent's response documents.
 - 6.2. The initial term of the resulting agreement shall be five (5) consecutive twelve (12) month periods from the effective date. The agreement may be renewed for two (2) additional periods of time, not to exceed twelve (12) months each, provided both parties agree in writing prior to the expiration of the current term.
 - 6.3. The City reserves the right to review the Respondents' performance at the end of each twelve (12) month period and cancel all or part of the agreement(s) or continue the agreement(s) through the next period.
 - 6.4. Respondent fails to perform its duties in a reasonable and competent manner, the City shall give written notice the Respondent of the deficiencies and the Respondent shall have thirty (30) days to correct such deficiencies. If the Respondent fails to correct the deficiencies with the thirty (30) days, the City may terminate the agreement by giving the Respondent written notice of termination and the reason for the termination.
 - 6.5. If the agreement is terminated, for any reason, the Respondent shall complete all outstanding deliveries and provide any and all records to the City within fifteen (15) working days after completion of duties contained in the agreement.
7. **PRICE INCREASE OR DECREASE**: A price increase shall not be permitted. Percentage of mark-up over index shall remain in place for duration of agreement.

8. **QUANTITY:** The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the services needed to satisfy requirements within budgetary constraints, which may be more or less than indicated.
- Tank rental agreements shall be executed if rental fee(s) are within budgeted amounts. Existing tanks shall be used in the event the City does not have funding available for new tank rentals.
9. **AWARD:** The City reserves the right to enter into an agreement or a purchase order with a single award, split awards, non-award, or use any combination that best serves the interest and at the sole discretion of the City. Award announcement will be made upon City Council approval of staff recommendation and executed agreement. Award announcement will appear on the City's website at <http://www.leandertx.gov/finance/page/purchasing>.
10. **ACCEPTANCE:** Acceptance inspection should not take more than ten (10) working days after performance of Services. The vendor will be notified within this time frame if the goods delivered or services performed are not in full compliance with the specifications. If any agreement or purchase order is canceled for non-acceptance, the needed good or service may be purchased elsewhere and the vendor may be charged full increase, if any, in cost and handling.
11. **PROMPT PAYMENT POLICY:** Payments will be made in accordance with the Texas Prompt Payment Law, Texas Government Code, Subtitle F, Chapter 2251. The City will pay Vendor within thirty days after the acceptance of the supplies, materials, equipment, or the day on which the performance of services was completed or the day, on which the City receives a correct invoice for the supplies, materials, equipment or services, whichever is later. The Vendor may charge a late fee (fee shall not be greater than that which is permitted by Texas law) for payments not made in accordance with this prompt payment policy; however, this policy does not apply to payments made by the City in the event:
- 11.1. There is a bona fide dispute between the City and Vendor concerning the supplies, materials, services or equipment delivered or the services performed that causes the payment to be late; or
 - 11.2. The terms of a federal agreement, grant, regulation, or statute prevent the City from making a timely payment with Federal Funds; or
 - 11.3. There is a bona fide dispute between the Vendor and a subcontractor or between a subcontractor and its suppliers concerning supplies, material, or equipment delivered or the services performed which caused the payment to be late; or
 - 11.4. The invoice is not mailed to the City in strict accordance with instructions, if any, on the purchase order or agreement or other such contractual agreement.
12. **NON-APPROPRIATION:** The resulting Agreement is a commitment of the City's current revenues only. It is understood and agreed the City shall have the right to terminate the Agreement at the end of any City fiscal year if the governing body of the City does not appropriate funds sufficient to purchase the estimated yearly quantities, as determined by the City's budget for the fiscal year in question. The City may affect such termination by giving Vendor a written notice of termination at the end of its then current fiscal year.
13. **DAMAGE:** The successful Respondent shall be responsible for damage to all City, State, Federal or private equipment and/or property, the workplace and its contents by its work, negligence in work, its personnel and equipment. The Vendor shall be responsible and liable for the safety; injury and health of its working personnel while its employees are performing service work.
14. **ENVIRONMENT:** It is the intent of the City to purchase goods and services having the least adverse environmental impact, within the constraints of statutory purchasing requirements, departmental needs, availability, and sound economic considerations. Suggested changes and environmental enhancements for possible inclusion in future revisions of this specification are encouraged.

15. **INTERLOCAL COOPERATIVE CONTRACTING (PIGGYBACK):** Other governmental entities may be extended the opportunity to purchase off of the City's Agreements, with the consent and agreement of the awarded vendor(s) and the City. Such consent and agreement shall be conclusively inferred from lack of exception to this clause in a Respondent's submittal. However, all parties indicate their understanding and hereby expressly agree that the City is not an agent of, partner to, or representative of those outside agencies or entities and that the City is not obligated or liable for any action or debts that may arise out of such independently-negotiated "piggyback" procurements.

PART II

SCHEDULE

1. **SOLICITATION SCHEDULE:** It is the City's intention to comply with the following solicitation timeline:

- | | |
|----------------------------|------------------------|
| 1.1. Solicitation released | August 14, 2014 |
| 1.2. Mandatory Site Visits | August 26, 2014 |

**City of Leander Public Works Yard
607 Municipal Drive
Leander, TX 78641**

**Crystal Falls Golf Course
3400 Crystal Falls
Leander, TX 78646**

- | | |
|---------------------------------------------------|---------------------------|
| 1.3. Deadline for questions | August 28, 2014 |
| 1.4. City responses to all questions or addendums | September 2, 2014 |
| 1.5. Responses for solicitation due by 3:00 PM | September 11, 2014 |

All questions regarding the solicitation shall be submitted in writing by 5:00 PM on the due date noted in PART II, Paragraph 1. A copy of all the questions submitted and the City's response to the questions shall be posted on our webpage, , <http://www.leandertx.gov/finance/page/solicitations>. Questions shall be submitted to the City contact named in PART I.

The City reserves the right to modify these dates. Notice of date change will be posted to the City's website.

2. **NON-MANDATORY PRE-SOLICITATION MEETING, SITE VISIT AND INSPECTION:** A pre-solicitation meeting, site visit and inspection will be conducted to fully acquaint Respondents with the facilities, difficulties and/or restrictions inherent in the specified installation and delivery. The pre-solicitation meeting will be conducted on:

**August 26, 11:00 AM
City of Leander Public Works Yard
607 Municipal Drive
Leander, TX 78641**

**Crystal Falls Golf Course
3400 Crystal Falls
Leander, TX 67864**

- 2.1. The City considers this pre-solicitation meeting **voluntary**. Respondents shall sign-in at the pre-solicitation meeting to document their attendance.
 - 2.2. A location map and order of visit for each property is provided herein.
 - 2.3. Respondents are required to provide their own transportation for the meeting and site inspection tour.
 - 2.4. It is the responsibility of the Respondent to examine each site and determine quantity, amounts, take precise measurements, material requirements and other solicitation related details during said inspections. Additional site inspections will not be permitted.
3. **SOLICITATION UPDATES:** Respondents shall be responsible for monitoring the City's website at <http://www.leandertx.gov/finance/page/solicitations> for any updates pertaining to the solicitation described herein. Various updates may include addendums, cancelations, notifications, and any other pertinent information necessary for the submission of a correct and accurate response. The City will not be held responsible for any further communication beyond updating the website.
4. **RESPONSE DUE DATE:** Signed and sealed responses are due no later than **3:00 PM**, on the date noted above to the Purchasing Department. Mail or carry sealed responses to:
- Hand delivery, UPS, FedEx or other carrier:**
- City of Leander
Purchasing Department
200 W. Willis
Leander, Texas 78641
- Mail to:**
- City of Leander
Purchasing Department
PO Box 319
Leander, TX 78646
- 4.1. Responses received after this time and date shall not be considered.
 - 4.2. Sealed responses shall be clearly marked on the outside of packaging with the Solicitation title, number, due date and "**DO NOT OPEN**".
 - 4.3. Facsimile or electronically transmitted responses are **not acceptable**.
 - 4.4. Late responses will be returned to Respondent unopened if return address is provided.
 - 4.5. Responses cannot be altered or amended after opening.
 - 4.6. No response can be withdrawn after opening without written approval from the City for an acceptable reason.
 - 4.7. The City will not be bound by any oral statement or offer made contrary to the written specifications.
5. **COSTS INCURRED:** Respondent shall acknowledge that the issuance of a solicitation shall in no way obligate the City to award a contract or to pay any costs associated with the preparation of a response to said solicitation. The costs in developing and submitting proposals, preparing for and participating in oral presentations or any other similar expenses incurred by a Respondent are the sole responsibility of the Respondent and shall not be reimbursed by the City.

PART III

SPECIFICATIONS

1. **SCOPE OF WORK:** Successful respondent shall provide full, turnkey services for fuel delivery and above-ground tank rental. Fuel shall include Conventional Gasoline with 10% Ethanol and Diesel Fuels on an as needed basis. Fuel filling and above ground tank rentals shall be to the locations specified herein. Fuel filling services may also include City generators.
2. **FUEL SPECIFICATIONS AND VOLUME:** Fuel delivered shall meet the following specifications. The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum volume is made or implied. The City shall only order the commodity or services needed to satisfy operating requirements within budgetary constraints, which may be more or less than implied. The volume listed herein represents the estimated annual usage amount.
 - 2.1. 87 Octane Gasoline, E10 Gasoline Annual Volume: 28,000 Gallons/Year
 - 2.2. #2 USLD Clear On-Road Diesel Annual Volume: 20,000 Gallons/Year
 - 2.3. #2 USLD Non-Road Dyed Red Diesel Annual Volume: 7,000 Gallons/Year
 - 2.4. Fuels shall be free from contaminates;
 - 2.5. Confirm to all regulatory State and Federal requirements;
 - 2.6. Provide a minimum shelf life of 60 days.
3. **FUEL PRICING:** Pricing indicated on the bid form shall be all inclusive of labor, equipment, freight and fees necessary to provide and deliver goods and services as specified herein.
 - 3.1. **Respondent's price per gallon shall be clearly identified and listed for the week of August 4-10th, 2014;**
 - 3.2. **Respondent shall clearly disclose index used for pricing and provide supporting documentation;**
 - 3.3. City is an authorized and registered end user of off-road dyed diesel. City is authorized to purchase tax-free dyed diesel per this registration. Pricing shall reflect such.
4. **TANK LOCATIONS:** The City tanks shall be installed at the following locations. Fuel filling shall be to these tanks. A map of said locations in herein made a part of this solicitation as Attachment D.

TANK LOCATIONS							
Bid Item #	Map	Address	Number of Tanks	Size of Tanks	Type of Tank	Tank Installation and Rental Required	Pre-Solicitation Meeting and Inspection
7	A	City of Leander Public Works Yard (Clear) 607 Municipal Drive Leander, TX 78641	One (1)	1,000-Gallons	Elevated above ground, Double wall	YES (Budget Permitting)	08/26/2014 11:00
8	A	City of Leander Public Works Yard (Red) 607 Municipal Drive Leander, TX 78641	One (1)	500 Gallon	Elevated above ground, Double wall	YES (Budget Permitting)	08/26/2014 11:00
9	A	City of Leander Public Works Yard (Clear) 607 Municipal Drive Leander, TX 78641	One (1)	500 Gallon	Elevated above ground, Double wall	YES (Budget Permitting)	08/26/2014 11:00
10	A	City of Leander Public Works Yard (Unleaded) 607 Municipal Drive Leander, TX 78641	One (1)	1,000-Gallons	Elevated above ground, Double wall	YES (Budget Permitting)	08/26/2014 11:00
11	B	Crystal Falls Golf Course Cart Barn (Clear) 3400 Crystal Falls Leander, TX 78646	One (1)	500 Gallon	Above ground, Double wall	YES (Budget Permitting)	08/26/2014 11:45
12	C	Crystal Falls Golf Course Maintenance (Red) Next to 1101 High Lonesome Leander, TX 78641	One (1)	500 Gallon	Elevated above ground, Double wall or with containment	YES (Budget Permitting)	08/26/2014 12:00
13	D	Waste Water Treatment Plant (Clear) 10201 RM 2243 Leander, TX 78641	One (1)	500 Gallon	Above ground, Double wall or with containment	YES (Budget Permitting)	08/26/2014 12:00

5. **TANK FILLING SPECIFICATIONS:** Respondent shall maintain sufficient fuel volumes to accommodate City tank refill requests within 48-hours of request.
 - 5.1. City's request may be verbal or in writing. City shall order a minimum of 300 gallons per refill order of each type of fuel. Successful Respondent must be able to deliver between 300 and 1,000 gallons of fuel in one visit to said location(s);
 - 5.2. City shall provide notice of fill order 48-hours in advance of needed delivery;
 - 5.3. City shall allow access to tanks as needed;
 - 5.4. Respondent shall pump all fuel into designated tanks within 48-hours of request from City;
 - 5.5. Respondent shall provide all pumps, hoses and equipment necessary to fill tanks and generators;
 - 5.6. Respondent shall invoice City with accompanying indexed pricing documentation and manifest for each fill.

6. **TANK AND PUMP SPECIFICATIONS:** City requires successful Respondent to rent or provide at no charge, deliver, install and maintain above-ground, steel fuel tanks.
 - 6.1. Respondent shall remove and dispose of existing tanks;
 - 6.2. Newly rented tanks shall be removed at Respondent's expense at the conclusion of the agreement;
 - 6.3. Tank system shall be equipped with pump and usage meter.

- 6.4. Tanks shall be in new and unused condition;
- 6.5. Tanks shall be 5,00 or 1,000 gallons each as noted;
- 6.6. Tanks shall be of double wall design compliant with UL 2085 and provide containment where indicated;
- 6.7. Tanks shall be approved for storing flammable or combustible liquid;
- 6.8. Tanks shall provide leak detection feature;
- 6.9. Tanks shall include “Diesel”, “No Smoking”, “Combustible” colored hazard warning decals to identify contents;
- 6.10. Pump shall provide digital meter for dispensing and usage monitor;
- 6.11. Usage monitor shall provide for employee identification system for logging usage such as key pad access;
- 6.12. Pump shall allow City to kill power to the unit at desired times of day at City’s discretion;
- 6.13. Pump shall pump at a rate of no more than ten (10) gallons per minute and no less than five (5) gallons per minute;
- 6.14. Tanks, pumps and usage meters as specified herein shall be installed and maintained;
- 6.15. Respondent assumes and shall maintain all regulatory compliance with applicable agencies for installation and maintenance as tank owner;
- 6.16. Respondent assumes all liability associated with ownership of tanks, pumps and meters;
7. **TERMS OF TANK RENTAL:** City shall consider rental terms only or terms at no cost to City. Lease terms will not be permitted. All rented or furnished tanks shall remain the property of successful Respondent.
 - 7.1. Respondent shall assume liability for maintenance and repair of all rented items;
 - 7.2. Respondent shall submit written process for fuel spill clean-up procedure.
8. **GENERATORS:** Respondent shall provide fuel filling services to City generators on an as-needed bases. Generator locations are within City limits and will be provided to successful Respondent.
 - 8.1. City shall provide notice of fill order 48-hours in advance of needed delivery;
 - 8.2. City shall allow access to generators as needed;
 - 8.3. Respondent shall pump all fuel into designated generators within 48-hours of request from City;
9. **SERVICE REQUIREMENTS:** The successful Respondent shall:
 - 9.1. Obtain and provide all supervision, labor, equipment, services, fuel, oil, incidentals, permits, notifications and related items necessary to complete the Services specified herein;
 - 9.2. Furnish all tools, hard hats, safety vests, rubber boots, gloves, transportation to and from the work area, and all other safety materials or devices necessary for workers to perform the work in a safe and orderly manner;
 - 9.3. Protect all existing and newly installed work, materials, equipment, improvements, utilities, structures, and vegetation. Any property or incidentals damaged shall be repaired or replaced by the successful Respondent to the satisfaction of the City;
 - 9.4. Perform in a professional workmanlike manner;
 - 9.5. Submit invoice along with all supporting documentation specified herein.

PART IV

RESPONSE REQUIREMENTS

The City of Leander makes no warranty that this checklist is a full comprehensive listing of every requirement specified in the solicitation. This list is only a tool to assist participating Respondents in compiling their final responses. Respondents are encouraged to carefully read the entire solicitation.

Respondent shall submit one (1) executed (signed) original and two (2) copies of each response.

For your bid to be responsive, all required attachments identified below shall be submitted with your proposal. The Samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City unless the Respondent provides a return envelope and postage.

1. Responses shall be submitted on itemized, signed Bid Sheet provided herein as Attachment C. Failure to itemize or sign solicitation may result in disqualification. Submission of responses on forms other than the City's Solicitation Document may result in disqualification of the response.
 - 1.1. In the event of errors in extension pricing, unit prices shall govern;
 - 1.2. Respondent shall provide documentation identifying index and rate used for week of August 4-10th, 2014. Price shall be shown in price-per-gallon format;
 - 1.3. City is an authorized and registered end user of off-road dyed diesel. City is authorized to purchase tax-free dyed diesel per this registration. Pricing shall reflect such;
 - 1.4. Respondent shall list delivery fee if applicable;
 - 1.5. Respondent shall list minimum gallons required for fuel delivery.
2. Attachment A: Reference sheet that shall include the name, address, active telephone number and **valid E-mail** of at least three (3) Municipal and Government agencies or firms of comparable size that have utilized similar services within the last two (2) years.
3. Attachment B: Conflict of Interest Questionnaire (CIQ)
4. Photos front, back and sides of intended service truck(s).
5. Written process for fuel spill clean-up procedures;
6. Supporting Documentation: The City seeks to review the following:
 - 6.1. Example of manifest used for fuel deliveries;
 - 6.2. Example of invoice used for fuel deliveries.
7. Identification of subcontractors that will be involved in the performance of the Services;
8. Tank specification sheets and photos;
9. Pump specification sheets and photos;
10. Usage meter specification sheets and photos.

PART V

CONFIDENTIALITY

CONFIDENTIALITY OF CONTENT: All documents submitted in response to a solicitation shall be subject to the Texas Public Information Act. Following an award, responses are subject to release as public information unless the response or specific parts of the response can be shown to be exempt from the Texas Public Information Act. Pricing is not considered to be confidential under any circumstances.

Information in a submittal that is legally protected as a trade secret or otherwise confidential must be clearly indicated with stamped, bold red letters stating "CONFIDENTIAL" on that section of the document. The City will not be responsible for any public disclosure of confidential information if it is not clearly marked as such.

If a request is made under the Texas Public Information Act to inspect information designated as confidential, the Respondent shall, upon request from the City, furnish sufficient written reasons and information as to why the information should be protected from disclosure. The matter will then be presented to the Attorney General of Texas for final determination.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

4

Signature of person doing business with the governmental entity

Date



**ATTACHMENT C
CITY OF LEANDER BID FORM
PURCHASING DEPARTMENT
200 W. Willis Street • Leander, Texas 78641**

SOLICITATION INFORMATION

Quote Number: **#14-007**
Due Date: September 11, 2014
Time: On or Before 3:00 PM CST
Submit to: City of Leander
Purchasing Division
200 W. Willis Street
Leander, TX 78641

RESPONDENT INFORMATION

Tax ID Number: _____
Business Name: _____
Address: _____
Address: _____
Contact: _____
Telephone: _____
Entity Type: _____
E-mail: _____

HOW DID YOU HEAR ABOUT THIS SOLICITATION?

Newspaper City's Website E-mail Announcement ESBD Other _____

FIRST TIME RESPONDING TO CITY OF LEANDER?

Yes No

IS YOUR BUSINESS REGISTERED WITH TEXAS BID SYSTEM?

Yes No Register at: <http://www.texasbidsystem.com>

AUTHORIZED SIGNATURE

Print Authorized Individual Name: _____
Authorized Signature: _____
Date: _____

City of Leander Solicitation #14-007 Fuel Delivery and Tank Rental

Vendor Name:

Authorized Signature:

Fuel Index Name (week of 8/4-8/10, 2014):

Attach index sheet used for bid response.

Item	Description	Unit of Measure	Price Per Gallon Before Tax & Mark-Up	Added Mark-Up Per Gallon	Total Price Per Gallon	Estimated Gallons Per Year	Total Cost Per Year
1	87 Octane Gasoline, E10 Gasoline	Price per Gallon	\$	%		28,000	\$
2	#2 USLD Clear On-Road Diesel	Price per Gallon	\$	%		20,000	\$
3	#2 USLD Non-Road Dyed Red Diesel	Price per Gallon	\$	%		7,000	\$

Applicable taxes will apply to final invoicing.

Item	Description	Unit of Measure	Price Per Unit	Estimated Total Units	Total Cost Per Year
4	Fuel Delivery Fee to Public Works, Golf Course or WWTP	Per Delivery	\$		
5	Fuel Delivery Fee to Generator	Per Delivery	\$		
6	Removal and disposition of existing golf course tanks	Each	\$	2	\$
7	Public Works 1,000 Gallon Tank, Pump and Meter Rental	Each/Month	\$	12	\$
8	Public Works 500 Gallon Tank, Pump and Meter Rental	Each/Month	\$	12	\$
9	Public Works 500 Gallon Tank, Pump and Meter Rental	Each/Month	\$	12	\$
10	Public Works 1,000 Gallon Tank, Pump and Meter Rental	Each/Month	\$	12	\$
11	Crystal Falls 500 Gallon Cart Shed Tank, Pump and Meter Rental	Each/Month	\$	12	\$
12	Crystal Falls 500 Gallon Maintenance Shed Tank, Pump and Meter Rental	Each/Month	\$	12	\$
13	Waste Water Trtmt Plant 500 Gallon Tank, Pump and Meter Rental	Each/Month	\$	12	\$

14	Minimum Fuel Delivery Requirement for Tanks	Gallons	
15	Minimum Fuel Delivery Requirement for Generator	Gallons	

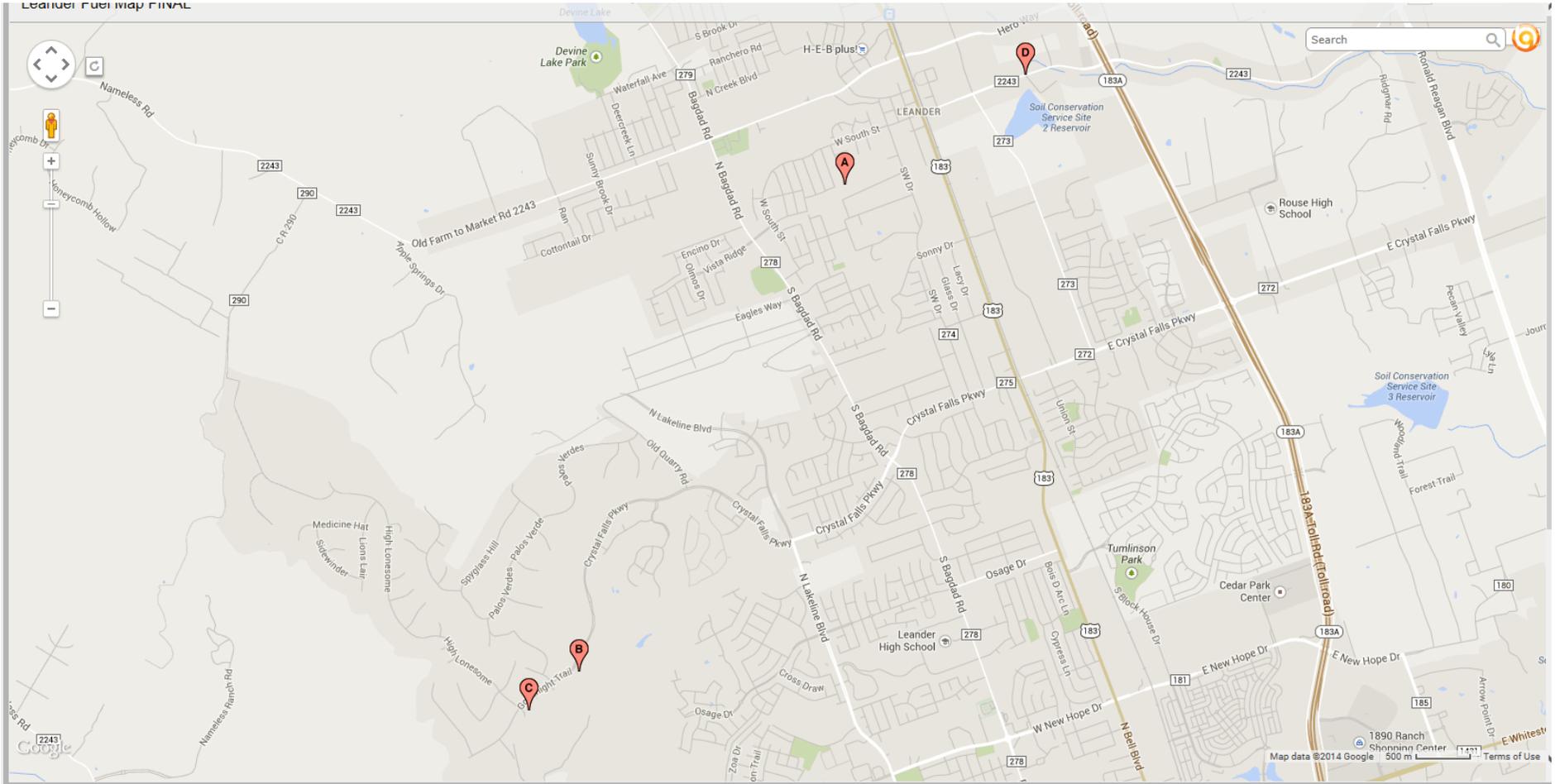
ATTACHMENT D

A: Public Works Yard
607 Municipal Drive
Leander, TX 78641

B: Crystal Falls Golf Course Cart Barn
3400 Crystal Falls
Leander, TX 78646

C: Crystal Falls Golf Course Maintenance
Next to 1101 High Lonesome
Leander, TX 78641

D: Waste Water Treatment Plant
10201 RM 2243
Leander, TX 78681



ATTACHMENT E

Photos of existing tanks.



City of Leander Public Works Yard
607 Municipal Drive
Leander, TX 78641



Crystal Falls Golf Course Cart Barn
3400 Crystal Falls
Leander, TX 78646



Crystal Falls Golf Course Maintenance
Next to 1101 High Lonesome
Leander, TX 78641