

REQUEST FOR QUOTES

1. Sealed quotes will be received at the office of the Auditor of Dubuque County in the Courthouse, Dubuque, Iowa, until 4:00 P.M. on Tuesday, May 28, 2019 and opened on Tuesday, May 28, 2019 at a 5:30 P.M. meeting of the Dubuque County Board of Supervisors for ethanol blended gasoline (gasohol) and premium biodiesel fuel for the Dubuque County Secondary Road Department.
2. Quote forms may be seen and secured at the office of the County Engineer or County Auditor.
3. All quotes must be filed on the forms furnished by Dubuque County, sealed and plainly marked. Quotes containing any reservations not provided for in the forms furnished may be rejected, and the County Board reserves the right to waive technicalities and to reject any or all quotes.
4. In keeping with the principles of Equal Employment Opportunity and the Civil Rights Act of 1964, no employee shall be favored or discriminated against in the hiring and placement process because of race, religion, color, sex, national origin, age, physical or mental disability, political affiliation or other non-merit factors, unless bona fide occupational requirements necessitate selective hiring.
5. Consideration will be given to a locally owned business if costs and other considerations are relatively equal.
6. By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, and also, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country, which gives or requires a preference to bidders from that state or foreign country both, on projects in which there are no Federal Funds involved..
7. It is the policy of Dubuque County that Minority, Women and Disadvantaged Business Enterprises shall be given maximum practicable opportunity to participate in the performance of contracts financed in whole or in part with county funds, notwithstanding Chapters 23A.3 and Chapter 73 of the Code of Iowa.
8. Dubuque County requires that potential vendors employing personnel required to hold Commercial Drivers Licenses must comply with the provisions of the Commercial Driver's License Regulations, Code of Federal Regulations, Title 49, Part 382, and comply with procedures for the administration of the Department of Transportation substance abuse prevention program.

May 13, 2019, Board of Supervisors of Dubuque County, Iowa.

By: Denise M. Dolan, Dubuque County Auditor

* * * * *

Publication Date: May 15, 2019 Cascade Pioneer - Dyersville Commercial - Telegraph Herald

**Dubuque County Secondary Road Department
FY2020 FUEL MARGIN BID
Special Provisions and Supplemental Specifications**

SPECIFICATIONS:

Federal Law mandates the use of Ultra Low Sulfur Diesel fuel. Dubuque County will be using this product. All products shall meet or exceed the Fuel Specifications of the Iowa Department of Transportation for Unleaded/Ethanol and No. 1 and No. 2 Ultra Low Sulfur Diesel Fuel and Soy Biodiesel. The cetane shall be at least 45 or higher for No. 1 and No. 2 Ultra Low Sulfur Diesel Fuel. The supplier must attach their products specification sheets for each of the fuels listed above to the proposal form for review by the County prior to acceptance of the quote.

The specifications are made a part of this proposal and any materials which do not meet the specifications may be rejected. The County will not pay for any materials delivered and/or used which do not meet specifications.

GASOHOL:

This specification covers two types of regular grade gasoline for use in automotive spark-ignition engines. The two types are those commercially designated as unleaded and gasohol. Unleaded gasoline shall not contain lead antiknock compounds or phosphorous containing deposit modifiers. Gasohol shall be a blend, by volume, of 90 percent unleaded gasoline and 10 percent denatured ethyl alcohol.

The standard specifications are amended by the following additions. These are special provisions, and they shall prevail over those published in the Standard Specification.

0.1 **Description.** This covers nominally anhydrous denatured fuel ethanol to be blended with unleaded base gasoline for use as a spark-ignition automotive engine fuel. This fuel shall meet the requirements of Motor Vehicle Fuels under Chapter 214A of the Code of Iowa.

0.2 **Properties.** The fuel ethanol shall meet the following requirements:

Ethanol purity, volume % min.	98
Appearance	Visibly free of suspended or precipitated contaminants

The denaturant shall be unleaded gasoline at 2% by volume. The unleaded base gasoline shall meet the following requirements: Octane min. 87

0.3 **Blended Fuel.** The blended fuel shall be by volume 10% denatured ethanol fuel and 90% unleaded gasoline. The blended fuel shall be free of materials that have adverse effects on fuel stability, automotive engines and fuel systems. Those materials shall include, but not be limited to methanol, ketones, pyrroles, turpentine, and tars.

PREMIUM DIESEL FUEL:

All diesel products are to be “Premium Ultra Low Sulfur” and be dyed farm use type and must show this on the billing.

Premium #2 Ultra low Sulfur Dyed Biodiesel (B5) will be required at the Dubuque Shop and Farley Shop where fuel is stored in underground tanks.

Premium #2 Ultra low Sulfur Dyed Biodiesel (B2) will be required at the Outlying Shops where fuel is stored in aboveground tanks.

When air temperatures are predicted to register below freezing, the fuel order from the Shop Supervisor will be a specified blend of Premium #2 Ultra low Sulfur Dyed Biodiesel and Premium #1 Ultra low Sulfur Dyed Biodiesel.

PRICING:

The daily rack price is provided by the Iowa Dept. of Transportation Office of Procurement and Distribution via website at <http://www.iowadot.gov/purchasing/> . Gasohol is listed as U87E10. Diesel fuel is listed as Ultra LS Diesel Fuel #1 or #2. Supplier is expected to obtain the Daily Rack Price and submit it with the invoices for payment.

The prices the County will be charged for **Gasohol** will be the daily rack price as provided by the Iowa Dept. of Transportation of Procurement and Distribution plus your margin quote plus state tax on gasohol.

The prices the County will be charged for **biodiesel** will be the daily rack price as provided by the Iowa Dept. of Transportation of Procurement and Distribution plus your margin quote.

The margin quote you submit should include the LUST tax for the Dubuque and Farley Underground Tanks, the price for delivery, surcharges, dye, and additives to produce a **PREMIUM** dyed biodiesel (B2) or (B5) product as required, etc. No additional delivery fuel surcharges or taxes or other adjustments to prices are allowed.

TAXES:

The quoted margin price is to be FOB Destination and shall **NOT** include federal or state taxes. State and federal tax exemption numbers will be furnished to the successful bidder.

The County pays the State tax on U87E10, but not on diesel. The quoted margin price for gasohol shall **NOT** include the appropriate state gas tax. The state gas tax for the delivery date shall be listed separately on each invoice.

Superfund Surcharge - Superfund and all other surcharges shall be included in the quote.

LUST Tax - Leaking Underground Storage Tank Taxes for the Farley and Dubuque Shop underground tanks **SHOULD** also be included in the quoted prices for these two locations.

DELIVERY:

Deliveries to the Dubuque and Farley Shops will be full tanker loads (7,000 to 8,000 gallons).

When gasohol is ordered for Farley, Dubuque County reserves the right to order a split product load with the remainder of the load to be diesel for the Farley Shop.

A delivery ticket shall be furnished by the vendor at the time of delivery showing gallons delivered.

Truck Transport Deliveries - All items for any one garage or delivery site must be priced. All diesel fuel products delivered to one site are tied.

Prices: FOB Delivered quote price per gallon

Orders: From 7,000 to 8,000 gallons.

The vendor is required to make delivery within two working days after receiving the order. Delivery is to be made between the hours of 8:00 AM and 2:00 PM, Monday thru Friday excluding holidays. Loads may be made up of one or two different products. During summer months deliveries will not be allowed on Fridays.

Tankwagon Deliveries - All items for any one maintainer station or delivery site must be priced. All fuel products delivered to one location by tankwagon are tied.

Prices: FOB Delivered quote price per gallon

Orders: From 200 to 900 gallons.

The vendor is required to make delivery within one working day after receiving an order. Delivery is to be made between the hours of 7:00 AM and 3:00 PM, Monday thru Friday, excluding holidays. Loads may be made up of one or two different fuel products. During summer months deliveries will not be allowed on Fridays.

Vendors are required to fulfill their contract under conditions of this proposal for the complete period of the contract and extensions.

Sub-Contractors - The main supplier may use sub-contractors for delivery of fuel. However, the quoted margin must be the same for all locations, all orders by the County will be placed with the main supplier and all billing must be made to the County by the main supplier. Payments by the County will also be made only to the main supplier.

INVOICING:

The contractor shall invoice the Engineer's Office with the following information clearly marked:

1. Delivery date, Delivery Time and delivery site location
2. Mark amount of additive used on delivery ticket
3. Gallons of each type fuel delivered
4. Copy of daily rack price with markup computation shown
5. Total delivered cost (Delivered unit price times the number of gallons delivered)
6. Notification to Secondary Road Foreman/Representative that delivery has been made (Delivery receipt signed by Foreman when possible).
7. Estimated tank level after delivery marked on delivery receipt
8. Metered tickets to be attached to the invoice

QUANTITIES:

It is understood that quantities of each item below are approximate only. The department reserves the right to increase or decrease the quantity ordered. Payment will be made for the actual quantities ordered and delivered. The quantity will be measured in U.S. Standard gallons by metering the fuel at the time of delivery.

The successful bidder agrees to furnish Dubuque County Road Department with fuel throughout the contract period and, if necessary, reserve fuel for the department on a priority basis.

Estimated Quantities		
SHOP	Shop Address	GALLONS
	Tank Sizes	
DUBUQUE SHOP	13047 City View Dr, Dubuque	
Gasohol	10,000 gal Tank - Underground	21,000
#2 Premium Dyed with or without Biodiesel (B5)	10,000 gal Tank - Underground	29,000
#1 Premium Dyed with or without Biodiesel (B5)		1,800
FARLEY SHOP	209 3rd St NW, Farley	
Gasohol	6,000 gal Tank - Underground	7,500
#2 Premium Dyed with or without Biodiesel (B5)	10,000 gal Tank - Underground	33,000
#1 Premium Dyed with or without Biodiesel (B5)		2,500
BERNARD	547 Rolus St, Bernard	
#2 Premium Dyed with or without Biodiesel (B2)	1,000 gal Tank - Aboveground	6,100
#1 Premium Dyed with or without Biodiesel (B2)		850
FILLMORE	21655 Route 151, Bernard	
#2 Premium Dyed with or without Biodiesel (B2)	1,000 gal Tank - Aboveground	4,300
#1 Premium Dyed with or without Biodiesel (B2)		870
WORTHINGTON	308 2nd Ave SW, Worthington	
#2 Premium Dyed with or without Biodiesel (B2)	1,000 gal Tank - Aboveground	3,800
#1 Premium Dyed with or without Biodiesel (B2)		320
NEW VIENNA	2136 Main St, New Vienna	
#2 Premium Dyed with or without Biodiesel (B2)	1,000 gal Tank - Aboveground	5,200
#1 Premium Dyed with or without Biodiesel (B2)		500
HOLY CROSS AREA	20450 Holy Cross Rd, Holy Cross	
#2 Premium Dyed with or without Biodiesel (B2)	1,000 gal Tank - Aboveground	3,800
#1 Premium Dyed with or without Biodiesel (B2)		320
DURANGO	18494 Durango Rd, Durango	
#2 Premium Dyed with or without Biodiesel (B2)	1,000 gal Tank - Aboveground	4,400
#1 Premium Dyed with or without Biodiesel (B2)		225

AWARD:

An award may be made for each garage or site location. Each garage or site location shall be considered a separate and distinct quotation. All items at the garage or site of delivery must be quoted. A contract will be written by Dubuque County after an award has been made. The Dubuque County Board of Supervisors reserves the right to accept or reject all or part, or to reject the entire quotation. Contract period shall be one year, running from July 1, 2019 thru the end of Fiscal Year 2020 (June 30, 2020).

The Premium #2 Diesel with additive to produce Biodiesel (B2) quote shall be the controlling quote over the Premium #1 Diesel with additive to produce Biodiesel (B2) quote when determining the award of the contract.

CANCELLATION:

A vendor may be relieved of its obligation to furnish fuel to a county agency for due cause. Due cause may be defined as a catastrophic event or the discontinuance in the petroleum business. All such requests must be documented and made in writing at the earliest possible date.

All petroleum products quoted must meet or exceed the County's requirements hereto defined, which are made as part of this proposal. Any materials delivered, which do not meet or exceed the County's specifications may be rejected and the County may refuse to pay for them.

The County reserves the right to cancel any contract at any time should the service become unsatisfactory or the materials show continued failure to meet the specifications.

The successful Bidder shall not sell or assign any portion of this contract without consent of the Board of Supervisors and the County Engineer.

Dubuque County reserves the right to have the deliveries at any district cease and acquire fuel through other means.

Dubuque County Secondary Road Department FY2020 FUEL MARGIN QUOTE

Quotes shall be in cents per gallon.

Underground Tanks - include LUST Tax	#2 Premium Dyed Biodiesel (B5)	#1 Premium Dyed Biodiesel (B5)	Gasohol
DUBUQUE SHOP			
FARLEY SHOP			

	#2 Premium Dyed Biodiesel (B2)	#1 Premium Dyed Biodiesel (B2)
BERNARD		
FILLMORE		
WORTHINGTON		
NEW VIENNA		
HOLY CROSS AREA		
DURANGO		

Sealed quotes will be accepted at the Dubuque County Auditor's office, Courthouse, 720 Central Ave., Dubuque, IA 52001, until 4:00 p.m. on Tuesday, May 28, 2019 and opened on Tuesday, May 28, 2019 at the 5:30 p.m. Board of Supervisors Meeting.

Brand: _____

Vendor: _____

Address/City/State: _____

Contact Person: _____ Phone: _____

Email: _____ Fax: _____

Signature: _____ Title: _____