



*October 10, 2016*

St. John the Baptist Parish Council

**“Bid for 2017 ANNUAL FUEL REQUIREMENTS”**

“BID For Fuel”

BID OPENING 10/11/2016 @ 2:45 p.m.

**BID QUOTE SUBMITTED TO:**

St. John the Baptist Parish President's Office  
Receptionist Desk  
Percy D. Hebert Building  
1801 West Airline Hwy  
Laplace, LA 70068

Yvonne Rongey  
y.rongey@stjohn-la.gov  
Phone (985)652-9569

**BID QUOTE SUBMITTED BY:**

**LAVIGNE OIL COMPANY  
11203 PROVERBS AVE.  
BATON ROUGE, LA. 70816  
PHONE 225-952-7900 EXT 10**



**LAVIGNE OIL COMPANY OF BATON ROUGE, LLC  
11203 PROVERBS AVENUE  
BATON ROUGE, LA 70816**

**BID RESPONSE FOR:**

**ST. JOHN THE BAPTIST PARISH COUNCIL**

**“Bid for 2017 ANNUAL FUEL REQUIREMENTS”  
January 1, 2017 – December 31, 2017**

**BID DEADLINE: October 11, 2016 @ 2:45PM CST**

# **INDEX**

1. Notice of Bid
2. Specifications for Fuel Requirements
3. Bid Form – 2017 Requirements
4. Lavigne Insurance Certificate

## **NOTICE OF BID**

**Sealed Bids will be received by St. John the Baptist Parish Council until: 2:45p.m., October 11, 2016** at the Receptionist Desk of the Parish President, Percy D. Hebert Building, 1801 West Airline Hwy. LaPlace, LA, for:

### **2017 ANNUAL FUEL REQUIREMENTS** **For parish vehicles and equipment**

Complete Specifications and Bid Forms may be viewed and electronic bids are being accepted at [www.centralbidding.com](http://www.centralbidding.com). Bid documents are also available for viewing on [www.sjbparish.com](http://www.sjbparish.com) and can be obtained by contacting the Yvonne Rongey at [y.rongey@stjohn-la.gov](mailto:y.rongey@stjohn-la.gov).

Bids must be in a **sealed envelope** displaying the name and address of the bidder and addressed to St. John the Baptist Parish Council and delivered to the receptionist at the Parish President's Office in the Percy Hebert Building at **1801 West Airline Highway, LaPlace, LA 70068**. Bid Envelope shall be clearly marked:

#### **"Bid for 2017 ANNUAL FUEL REQUIREMENTS"**

Bids will be publicly opened in the Operations Room of the Emergency Operation Center, 1801 W. Airline Hwy. LaPlace, LA at 3:00 PM on October 11, 2016.

Certificates of Liability Insurance, Vehicle Insurance, and Workmen's Compensation Insurance will be required.

*St. John the Baptist Parish Council, being a government agency, is exempt from all sales tax. Therefore, the amount you bid should contain no sales tax.*

St. John the Baptist Parish Council reserves the right to accept or reject any and all bids and to waive any irregularities or informalities incidental there to, and to accept any bid which the Council feels serves their best interest. Any such action will be in accordance with Title 38 of the Louisiana Revised Statutes.

Publish: September 21, 2016  
September 28, 2016  
October 5, 2016

**ST. JOHN THE BAPTIST PARISH COUNCIL  
SPECIFICATIONS FOR FUEL REQUIREMENTS  
Contract Period January 1, 2017 – December 31, 2017**

St. John the Baptist Parish Council proposes to purchase annually the following approximate quantities:

**UNLEADED GASOLINE (REGULAR)(Non-Ethanol) - 60,000 GALLONS**  
**LOW SULFUR DIESEL FUEL (ON ROAD) - 25,000 GALLONS**  
**HIGH SULFUR DIESEL FUEL (OFF ROAD) - 40,000 GALLONS**

Items will be awarded individually. Pricing is to be per gallon, based on markup over rack price to supplier. Only La. State Tax and UST Fee surcharges will be allowed. Terminal location and brand bid are to be indicated.

Fuel is to be delivered on a regular basis via supplier's truck, FOB delivery site to 1801 West Airline Hwy., LaPlace, LA or Hwy 18, Edgard, LA or St. John Airport, Reserve, LA and to other parish locations when required in a pre-emergency or emergency situation.

Submission of bid indicates the supplier will maintain adequate inventory and is capable of delivering fuel in needed quantities to parish locations in a pre-emergency or emergency situation and will fill orders at such times including nights, weekends and holidays.

Regular deliveries are to be made Monday through Friday between 7:00 AM and 3:00 PM. Miscellaneous emergency\*, night, weekend, and holiday deliveries, if required, will be handled as exceptions. \* When no "State-of-emergency" has been declared. Billing is to be submitted monthly. Evidence of actual rack price on day of delivery is to be furnished with each invoice.

## BID FORM – 2017 Fuel Requirements

<u>BID ITEM</u>	<u>Markup Over Rack Price</u>	<u>Terminal Location</u>	<u>Vendor Brand Bid</u>
<u>UNLEADED GASOLINE (REGULAR) Est. 52,000 gals to LaPlace – 8,000 gals to Edgard</u>	.105	Port Allen	Unbranded
<u>LOW SULFUR DIESEL FUEL (ON ROAD) Est. 25,000 gals to LaPlace</u>	.105	Port Allen	Unbranded
<u>HIGH SULFUR DIESEL FUEL (OFF ROAD) Est. 37,000 gals to LaPlace – 3,000 gals to Edgard</u>	.105	Port Allen	Unbranded

### Equipment at LaPlace Delivery Location

4000 Gallon – Regular gasoline tank (in ground tank)

1000 Gallon – On Road diesel tank

500 Gallon – Off Road diesel tank

500 Gallon – Off Road diesel tank truck

### Equipment at Edgard Delivery Location

1000 Gallon – Regular gasoline tank

500 Gallon – Off Road diesel tank

Lavigne Oil Company of Baton Rouge, LLC  
Vendor Name

 CONTRACTOR  
Vendor Signature & Title

11203 Proverbs Ave, Baton Rouge, LA 70816

Vendor Address

anne@lavigneoilbr.com

Vendor Email Address

(225)952-7900 Fax (225)952-7901

Vendor Phone & Fax number



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/2/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 229 Heymann Blvd. Lafayette LA 70503	<b>CONTACT NAME:</b> Hellice Harris	
	<b>PHONE (A/C, No, Ext):</b> 337-289-5010 <b>FAX (A/C, No):</b> 866-317-1282	
	<b>E-MAIL ADDRESS:</b> hellice_harris@ajg.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> Liberty Surplus Insurance Corporati	10725
	<b>INSURER B:</b> Nationwide Agribusiness Insurance C	28223
	<b>INSURER C:</b> Endurance American Specialty Ins Co	41718
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**INSURED** LAVIOIL-01  
LAVIGNE OIL CO. OF BATON ROUGE LLC  
LAVIGNE LOGISTICS LLC  
11203 PROVERBS AVENUE  
BATON ROUGE LA 70816-4182

**COVERAGES** **CERTIFICATE NUMBER:** 1486430207 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	CPP136290A	2/5/2016	2/5/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	Y	Y	CPP136290A	2/5/2016	2/5/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$	Y	Y	CU136290A	2/5/2016	2/5/2017	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	Y	WCC136290A	2/5/2016	2/5/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A B C	<b>CONTRACTORS POLLUTION PROPERTY IN TRANSIT EXCESS LIABILITY</b>	Y	Y	TIEHO105677116 COP136290A ELD10004573902	2/5/2016 2/5/2016 2/5/2016	2/5/2017 2/5/2017 2/5/2017	PER INCIDENT 500,000 AGGREGATE 50,000 OCCURRENCE 10M xs 5M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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