



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

5000138598 Two Year Contract for Supply of Diesel and Gasoline (Bulk Fuel) for the Jefferson Parish Department of Fleet Management.
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com
24-Jun-2022 11:23:30 AM



Bid Number 50-00138598

**Two Year Contract for Supply of Diesel and Gasoline (Bulk Fuel) for
the Jefferson Parish Department of Fleet Management.**

BID DUE: July 7, 2022 AT 2:00 PM

ATTENTION VENDORS!!!

**Please review all pages and respond accordingly, complying with all provisions
in the technical specifications and Jefferson Parish Instructions for Bidders and
General Terms and Conditions. All bids must be received on the Purchasing
Department's eProcurement site, www.jeffparishbids.net, by the bid due date
and time. Late bids will not be accepted.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Donna Reamey
Email: Dreamey@jeffparish.net
Phone: 504-364-2684**

BID SPECIFICATIONS FOR BID # 50-138598

A Contract for a Supply of Diesel and Gasoline (Bulk Fuel) for the Jefferson Parish Department of Fleet Management

1. QUANTITIES:

- No specific quantities are guaranteed
- Only quantities needed by the department during the contractual period will be ordered.
- Estimated usage is based on the past twelve (12) months use.

2. TERMINOLOGY – DEFINED HEREIN:

- A. OPIS – Oil Price Information Service
- B. Tank Wagon – Shall mean a delivery by a Tank Wagon/Truck
- C. Transport Truck – Shall mean a delivery by a Transport Truck with the capability of a combination load with a minimum delivery of 2500 gallons of fuel.
- D. Vendor Pricing – The vendor's price to cover all costs associated with providing fuel to Jefferson Parish as outlined with the Invitation to Bid.
- E. Terminal Name/Location – Name of Terminal as referenced in the Weekly OPIS PADD 3 Report, representing New Orleans, LA.

3. VENDOR PRICING:

- a. Vendor's are to bid prices only (OPIS)
- b. Bids offering "Vendor's plant plus freight" will not be considered for award.
- c. Vendors prices must be submitted on estimated delivery for each load of each type of fuel.
- d. Prices based on combined minimum quantities will not be considered for award.
- e. The vendors price shall include all applicable charges of delivery and overhead as well as the Superfund tax, inspection fees, Leaking Underground Storage Tank, and Oil Spill Liability Trust Fund (LUST)
- f. **No additional charges for underground storage and related fees will be allowed.**
- g. Contractor must supply the Oil Price Information Service (AKA OPIS-Newsletter Pricing Report) publication to Jefferson Parish weekly with contractor's invoice. The OPIS is for the New Orleans, La. Rack.
- h. The vendor price shall be noted on the price sheet as follows:
 - 1. Prices must be limited to four places behind the decimal due to computerization. If price is submitted for more than four places behind the decimal, it will be rounded up or down to the nearest then thousandth.

BID SPECIFICATIONS FOR BID # 50-138598

2. The vendor's prices shall remain firm throughout the entire term of this contract.
 3. Award will be made to the vendor quoting the lowest pricing for each location.
4. **BASE PRICE**
 - a. Price will be the OPIS weekly unbranded rack average per New Orleans, LA rack Thursday posted the following Monday.
 - b. OPIS price published Thursday will be used for deliveries made Monday – Sunday of the week issued.
 - c. This contract, for bid purposes, should use the OPIS Newsletter pricing for New Orleans, Louisiana Vol. 42, No. 16 Issued April 18, 2022 for prices confirmed through April 14, 2022.
5. **TAXES:** State motor fuel tax (.20¢ road, excise) will be added to the average OPIS price per gallon and on road diesel fuel. **** State motor fuel tax (road, excise) tax will not be paid for diesel off road fuel.
6. **INVOICES:** Vendor price, Base price (OPIS), and State motor fuel tax (road, excise) will be the basis for invoice price by the vendor.
7. **STATE SALES TAX AND FEDERAL TAX**
 - a. Are not to be included in bid prices.
 - b. Taxes MAY NOT be added to invoices.
 - c. BIDS WHICH INCLUDE THIS TAX WILL NOT BE CONSIDERED FOR AWARD.
 - d. ANY REFUNDS DUE WILL BE THE VENDOR'S RESPONSIBILITY.
 - e. Questions regarding applicable fuel taxes, contact the Department of Revenue at (225)219-7656.
 - f. Should there be a federal tax increase, vendor must notify the Jefferson Parish Fleet Management Department and attach notice to the first receipt of increase.
8. **RVP INDEX:** Louisiana uses conventional 9.0 RVP (Reid Vapor Pressure) gasoline index pricing throughout the year excluding the months of June – September when 7.8 RVP gasoline is mandated by EPA in some areas.

All motor fuels must meet or exceed federal and state specifications for the ATM test, method. The motor fuels products shall be equivalent to Texaco, Exxon or Shell. Should any equipment perform improperly from poor quality fuel, the fuel will be tested by the Parish. If fuel is to be of lesser quality than the manufacturer's listed, it shall be removed and replaced at contractor's expense.
9. **OCTANE:** The minimum octane and product specifications shall be as specified: 87% Octane and low sulfur diesel. The EPS Energy Policy Act of 2005 states the national

BID SPECIFICATIONS FOR BID # 50-138598

standard applicable to gasoline refiners and importers for 2008 is 7.76% of gasoline production and imports. The expectation is that, on average, the national pool of gasoline will contain at least 7.76% Ethanol – the RFS standard is a minimum requirement, so actual Ethanol use may be higher. The standard will be met by bl gasoline with 10% ethanol and some ethanol will find its way to E85. All motor fuels must meet or exceed federal state specifications for the ASTM test method. The motor fuel products shall be equivalent to Texaco, Exxon, or Shell. Should any equipment perform improperly from poor quality fuel, the fuel will be tested by the Parish. If fuel is found to be of lesser quality than the manufacturers listed, it shall be removed and replaced at contractor's expense.

10. **DELIVERY:** Fuel is to be delivered to the agency's tank(s) within 48 hours after notification is received unless specified otherwise by the agency. Vendor must make every effort to have an adequate supply of gasoline and/or diesel fuel in order to meet the Department's requirements, as ordered, where ordered, during the life of the contract. However, in the event the contractor cannot make delivery within 48 hours, the Department of Fleet Management reserves the right to purchase gasoline and/or diesel fuel on the open market. All deliveries shall be made in such quantities and such destinations as requested.
11. **PAYMENTS:** Invoices will be paid within thirty (30) days from the date of receipt and acceptance of delivery. Payment will be made for the item(s) ordered at the unit price in effect when delivered for fuel type at the OPIS New Orleans, LA rack unbranded rack average ending the Thursday prior to Monday posting for that terminal location, plus Vendor pricing, plus application State motor fuel tax (road, excise). Such price and payment shall constitute full compensation for furnishing and delivering the fuel requested.
12. **Contract Requirements:** Quantities shown are based on the previous twelve (12) months usage, or estimates, where usage is not available. Vendor must supply at bid prices actual requirements as ordered whether the total of such requirements are more or less than the quantities shown.
13. **Fuel Sites and Accessibility:** All Agency tanks shall be properly equipped to enable the vendor to safely deliver fuel. The vendor shall notify the agency of all situations that may be deemed unsafe. A vendor may refuse to deliver fuel to an unsafe fuel site until the safety issue is resolved. The agency shall work with the vendor marking a delivery to assure that the vendor has proper accessibility to all tanks being fueled.
15. **Fuel Tankers:**
Vendor must provide two (2) fuel tanks, two (2) bobtail tankers and four (4) drivers on an as needed basis to be available within a twenty-four (24) hour notice during Hurricane Season or any other declared emergency.
Tankers are to arrive fully filled at designated locations on the East and West

BID SPECIFICATIONS FOR BID # 50-138598

Banks for Jefferson Parish. They MUST have full access to company owned depots to refuel as needed. Jefferson Parish MUST have priority rights to the company's fuel depots for the duration of the emergency. The fuel tankers are to have an 8,500 gallon capacity and be filled with diesel fuel. The bobtail tankers are to have a 4,500 gallon capacity and be filled with 2,500 gallons of diesel and 2,000 gallons of unleaded gasoline. Truck and drivers will remain under the direction of the Jefferson Parish President for the duration of the emergency.

Jefferson Parish will provide the drivers with room and board with the Emergency Staff of Jefferson Parish. Drivers must be licensed, insured and HAZMAT certified.

Jefferson Parish will only pay for the amount of diesel and unleaded fuel actually pumped from the tankers for our use.

Jefferson Parish will pay for the time that the drivers are under our direction

Pricing to be for two (2) fuel tankers, two (2) bobtail tankers and four (4) drivers.

16. Renewal Clause:

If a new contract has not been executed by October 1, 2022, the existing contract shall automatically extend until the end of the calendar year.

DATE: 6/22/2022

BID NO.: 50-00138598

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETNA, LA. 70054-0009
504-364-2678

BUYER: DREAMEY@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 7/07/2022 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

Visit our website at [HTTP://PURCHASING.JEFFPARISH.NET](http://PURCHASING.JEFFPARISH.NET)

DATE: 6/22/2022

BID NO.: 50-00138598

Page: 2

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA - R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

DATE: 6/22/2022

BID NO.: 50-00138598

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Page: 3

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

10,12,13,15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. **PUBLIC WORKS BIDS:** All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. **PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required;** This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission; and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application, or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

DATE: 6/22/2022

Page: 6

BID NO.: 50-00138598

BID FORM
Non Public Works

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO X

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

1 day ARO

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Retif Oil & Fuel, LLC

ADDRESS: 1840 Jutland Dr.

CITY, STATE: Hervey, LA ZIP: 70058

TELEPHONE: (800) 349-9000 FAX: (504) 684-1459

EMAIL ADDRESS: orders@retif.com

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: #1

NUMBER: #2

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 3,589,189.09

AUTHORIZED
SIGNATURE: Kenneth J. Retif

Kenneth J. Retif

Printed Name

TITLE: CEO

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00138598

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO YEAR CONTRACT FOR SUPPLY OF DIESEL AND GASOLINE (BULK FUEL) FOR THE JEFFERSON PARISH DEPARTMENT OF FLEET MANAGEMENT.		
1	25.00	GL	0001 - DIESEL TRETMENT ONLY PRICE PER GALLON OF TREATED LOW SULFUR DIESEL.	1. \$0.10	1. \$2.50
2	6,749.00	GL	0002 - GASOLINE-UNLEADED (ETHANOL 10%) GALLONS MORE OR LESS DELIVERED IN QUANTATIES OF 4501 GALLONS OR MORE. TRANSPORT DELIVERY IN ACCORDANCE WITH SPECIFICATIONS.	2. \$3.1499	2. \$21,258.68
3	10,460.50	GL	0003 - GASOLINE-UNLEADED GALLONS MORE OR LESS TO BE DELIVERED QUANTITIES OF 4500 GALLONS OR LESS. TANK WAGON DELIVERY IN ACCORDANCE WITH SPECIFICATIONS.	3. \$3.2999	3. \$34,518.60
4	25.00	GL	0004 - DIESEL TAXABLE TAXABLE DIESEL: LOW SULFUR HIGHWAY USE LIGHT DIESEL #2, IN ACCORDANCE WITH SPECIFICATIONS. TRADE NAME DIESELT #2, OR EQUIVALENT. GALLONS MORE OR LESS TO BE DELIVERED IN QUANTITIES OF 4501 GALLONS OR MORE TRANSPORT DELIVERY IN ACCORDANCE WITH SPECIFICATIONS.	4. \$4.0496	4. \$101.24
5	9,550.00	GL	0005 - DIESEL TAXABLE GALLONS MORE OR LESS TO BE DELIVERED IN TANK WAGON DELIVERY OF 4500 GALLONS OR LESS IN ACCORDANCE WITH SPECIFICATIONS.	5. \$4.1996	5. \$40,106.18
6	698,261.00	GL	0006 - DIESEL NON-TAXABLE NON-TAXABLE DIESEL: HIHG OR LOW SULFER/OFF-ROAD LIGHT DIESEL #2, IN ACCORDANCE WITH SPECIFICATIONS. TRADE NAME OR EQUIVALENT.	6. \$4.0527	6. \$2,829,842.35
7	154,867.00	GL	0007 - DIESEL NON-TAXABLE GALLONS MORE OR LESS TO BE DELIVERED IN	7. \$4.2027	7. \$650,859.54

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00138598

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			QUANTITIES OF 4500 GALLONS OR LESS. TANK WAGON DELIVERY IN ACCORDANCE WITH SPECIFICATIONS.		
8	50.00	HR	0008 - FUEL TANKER COST OF EACH TANKER RENTAL PER HOUR.	8. \$100.00	8. \$5,000.00
9	50.00	HR	0009 - FUEL TANKER COST OF EACH BOBTAIL TANKER RENTAL PER HOUR.	9. \$100.00	9. \$5,000.00
10	25.00	HR	0010 - FUEL TANKER COST OF DRIVERS DRIVER FOR THE TWO (2) FUEL TANKERS COST PER HOUR FOR EACH DRIVER.	10. \$50.00	10. \$1,250.00
11	25.00	HR	0011 - FUEL TANKER COST OF DRIER DRIVER FOR TWO (2) BOBTAIL TANKERS COST PER HOUR FOR EACH DRIVER.	11. \$50.00	11. \$1,250.00

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Retif Oil & Fuel, LLC

INCORPORATED.

AT THE MEETING OF DIRECTORS OF Retif Oil & Fuel, LLC
INCORPORATED, DULY NOTICED AND HELD ON July 19, 2022,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED THAT Kenneth J. Retif, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE
A TRUE AND CORRECT COPY OF AN
EXCERPT OF THE MINUTES OF THE ABOVE
DATED MEETING OF THE BOARD OF
DIRECTORS OF SAID CORPORATION, AND
THE SAME HAS NOT BEEN REVOKED OR
RESCINDED.



SECRETARY-TREASURER

07/19/2022

DATE

Non-Public Works Bid Affidavit Instructions

- Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.
- Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.
- Affidavit must be notarized or the affidavit will not be accepted.
- Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.
- Affiant **MUST** select either A or B when required or the affidavit will not be accepted.
- Affiants who select choice A must include an attachment or the affidavit will not be accepted.
- If both choice A and B are selected, the affidavit will not be accepted.
- Affidavit marked N/A will not be accepted.
- It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Kenneth J. Retif
, (Affiant) who after being by me duly sworn, deposed and said that
he/she is the fully authorized CEO of Retif Oil & Fuel, LLC (Entity),
the party who submitted a bid in response to Bid Number 50-138598, to the Parish of
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required
attachment):**

Choice A Attached hereto is a list of all campaign contributions, including
the date and amount of each contribution, made to current or
former elected officials of the Parish of Jefferson by Entity,
Affiant, and/or officers, directors and owners, including
employees, owning 25% or more of the Entity during the two-year
period immediately preceding the date of this affidavit or the
current term of the elected official, whichever is greater. Further,
Entity, Affiant, and/or Entity Owners have not made any
contributions to or in support of current or former members of the
Jefferson Parish Council or the Jefferson Parish President through
or in the name of another person or legal entity, either directly or
indirectly.

Choice B X there are **NO** campaign contributions made which would require
disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X There are NO debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Kenneth J Retif
Signature of Affiant

Kenneth J. Retif
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 19 DAY OF July, 20 22.

Jordan Retif
Notary Public
Jordan Retif
Printed Name of Notary

38877
Notary/Bar Roll Number

My commission expires upon death.

JORDAN RETIF
ATTORNEY - NOTARY PUBLIC
LA Bar No. 38877
STATE OF LOUISIANA
My Commission is Issued for Life

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☒ **WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☒ COMMERCIAL GENERAL LIABILITY

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☒ COMPREHENSIVE AUTOMOBILE LIABILITY

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.
Property Damage Liability \$1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

☐ **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

July 5, 2022

ADDENDUM # 1

Bid Number: 50-00138598

Bid Opening Date: July 7, 2022

Bid Opening Date Postponed to: July 19, 2022

Description of Bid: Two year contract for supply of diesel and gasoline (bulk fuel) for Jefferson Parish Department of Fleet Management.

Bid Opening Is Postponed to July 19, 2022.

Vendor questions and answers:

1) If tanks are above or below ground?

ANSWER: All cited locations are above ground.

2) A list of address fuel will be delivered, and size of tank at each location.

ANSWER: SEE BELOW

<u>JP Pump Station</u>	<u>Address</u>	<u>Tanks</u>	<u>Capacity (gls)</u>
Bonnabel	1500 Beverly Gardens Drive Metairie, LA	2 @ 19,500	39,000
		4 @ 500	2,000
Suburban	4800 Lake Villa Drive Metairie, LA	3 @ 16,000	48,000
		4 @ 500	2,000
Elmwood	5400 Caryota Drive Metairie, LA	3 @ 16,000	48,000
		8 @ 500	4,000
Duncan	1800 Joe Yenni Blvd. Kenner, LA	3 @ 16,000	48,000
		5 @ 500	2,500
Parish Line	3100 Grand Lake Blvd. Kenner, LA	1 @ 12000	12,000
New Ames	5100 Rochester Dr Marrero, LA	4 @ 10,000	40,000
Planters	268 Bypass Rd Belle Chasse, LA	3 @ 9,500	28,500
Westwego No. 1	100 Vic A Pitre Dr. Westwego, LA	2 @ 8,000	16,000
Westwego No.2	820 S. Laroussini St. Westwego, LA	2 @ 5,000	10,000
Whitney/Barataria	1301 Engineers Rd. Belle Chasse, LA	2 @ 11,000	22,000

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242
OFFICE 504:364-2678

GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETN, LA 70053 - PO BOX 9 - GRETN - LA 70054
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET

WEBSITE: WWW.JEFFPARISH.NET



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

Mt. Kennedy	3100 Mt. Kennedy Dr. Marrero, LA	1 @ 500	500
		2 @ 6,600	13,200
		2 @ 500	1,000
Bayou Segnette	801 Louisiana Ave Westwego, LA	2 @ 20,000	40,000
New Bayou Segnette	801 Louisiana Ave Westwego, LA	2 @ 20,000	40,000
		1 @ 500	500
		1 @ 217	217
Cousins No. 2	2466 Destrehan Ave. Harvey, LA	3 @ 20,000	60,000
		1 @ 500	500
		1 @ 217	217
Estelle No. 1	2195 Barataria Blvd. Marrero, LA	2 @ 8,000	16,000
Estelle No. 2	3850 Destrehan Ave Harvey, LA	2 @ 6,000	12,000
Harvey	1600 Destrehan Ave	1 @ 10,000	10,000
Hero	4644 Peters Rd. Harvey, LA	3 @ 13,400	40,200
Lake Cataouatche No. 1	3901 Highway 90 Avondale, LA	2 @ 7,000	14,000
Lake Cataouatche No. 2	3901 Highway 90 Avondale, LA	1 @ 10,000	10,000

The following locations are approximate size tanks and gallons:

Canal Street	100 Canal St. Metairie, LA	2 @ 1,600	3,200
Belmont	Belmont St & Napoleon Canal Metairie, LA	2 @ 1,400	2,800
North Starrett	North Starrett & Napoleon Canal Kenner, LA	2 @ 1,000	2,000
Harahan	1088 Dickory Ave Harahan, LA	2 @ 2,000	4,000
Sauve	9940 Jefferson Hwy Jefferson, LA	2 @ 2,000	4,000
Westminister	2050 Watling Dr. Marrero, LA	2 @ 2,000	4,000

Sincerely,

Donna Reamey

Donna Reamey
Buyer I

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

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WEBSITE: WWW.JEFFPARISH.NET



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

5000138598 Two Year Contract for Supply of Diesel and Gasoline (Bulk Fuel) for the Jefferson Parish Department of Fleet Management.
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com

11-Jul-2022 04:18:37 PM



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

July 11, 2022

ADDENDUM # 2

Bid Number: 50-00138598

Bid Opening Date: July 19, 2022

Description of Bid: Two year contract for supply of diesel and gasoline (bulk fuel) for Jefferson Parish Department of Fleet Management.

Vendor questions and answers:

1. Our 1st question is, the PDF document attached above is what must be supplied weekly to Jefferson Parish by the winning contractor, is this statement correct?

ANSWER: Jefferson Parish's fuel contract requires a weekly copy of current OPIS prices for the New Orleans rack.

2. Our 2nd question is, it appears the OPIS NEWSLETTER mentions above only sends reports Monday, Tuesday, Wednesday, and Thursday, is this statement correct?

ANSWER: For the duration of our contract, we require a copy of OPIS' official New Orleans prices every week it is published.

3. Our 3rd question is, what if a fuel delivery is made to Jefferson Parish on a Friday, Saturday, and/or Sunday, how would this be billed? and/or this bill look?

ANSWER: The official OPIS New Orleans rack price reports we receive state; *Prices confirmed through month-date-year (usually Thursday)*. It begins; *Issued month-date-year (Monday)*. For Friday, Saturday or Sunday deliveries, vendor's price should use the current published OPIS for delivery dates.

4. Price will be the OPIS weekly unbranded rack average per New Orleans, LA rack Thursday posted the following Monday. Our 4th question is, what does this mean exactly? and/or how would this bill look? For Example, does this mean Thursdays, April 14th, 2022, posted price used for Friday, April 15th, 2022, Saturday, April 16th, 2022, and/or Sunday, April 17th, 2022, deliveries, is this statement correct?

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JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

Page Two

ANSWER: The OPIS reports Jefferson Parish receives are identified by volume. 2022 published OPIS reports are volume 42. Immediately following OPIS' volume designation is their number designation. In a given year, there are inevitably 52 OPIS reports issued for a given rack. Number 1 is reserved for early January and number 52 is always issued at the end of December. Most OPIS users understand that fuel prices change daily. Thursday's price is what OPIS use as their official weekly (Monday – Sunday) price.

5. Would you please also provide McPherson Oil a copy of OPIS Newsletter pricing for New Orleans, Louisiana VOL 42 No 16 issued April 18th, 2022, for prices confirmed through April 14, 2022.

ANSWER: The OPIS report is proprietary. They can get a copy from OPIS.

6. Our 6th question is, would Jefferson Parish be open to a less complex fuel billing?

ANSWER: We are not open to a different billing process.

7. Can you let us know who is the current vendor?

ANSWER: Please note that the bid tabulation, bid submissions, and awarding resolution are available on our eProcurement system at www.jeffparishbids.net. Search by the bid number 5000130697. Or you can inquire the information by Requesting a Public Records Request per our Public Records Procedures.

8. Can we get the volume delivered to each site?

ANSWER: The parish's pump stations are responsible for the overwhelming majority of fuel delivery volume on our bulk contract. Drainage superintendents manage pump station fuel levels and determine the frequency and volume of deliveries. Station delivery volume vary greatly and is inextricably precipitation correlated. Therefore, individual pump station deliveries will differ when compared annually. Jefferson Parish receives approximately 1,000,000 gallons (+/- 10%) of fuel annually on our bulk contract.

9. Regarding Item #4, is this diesel fuel or an additive for treatment?

ANSWER: Item #4 is taxable (road) diesel.



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

Page Three

10. Regarding Paragraph #10, it states the following: "However, in the event the contractor cannot make delivery within 48 hours, the Department of Fleet Management reserves the right to purchase gasoline and/or diesel fuel on the open market." Will this create a penalty/fee for the vendor that does not deliver?

ANSWER: In the case of a vendor fails to deliver an order, the parish will secure delivery from another provider. The contracted vendor will be responsible for the price difference. The price difference is the contract price subtracted from what Jefferson Parish ends up paying.

Sincerely,

Donna Reamey

Buyer Name
Buyer II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

Jefferson Parish Bid No: 50-00138598

Item No.	0002	0003	0004	0005	0006	0007
				Diesel	Diesel	Diesel
		Gas E-10	Diesel	Taxable	Non-	Non-
	Gas E-10	Tank	Taxable	Tank	Taxable	Tank
	Transport	Wagon	Transport	Wagon	Transport	Wagon
OPIS	\$ 3.0057	\$ 3.0057	\$ 3.9052	\$ 3.9052	\$ 3.9083	\$ 3.9083
Margin	\$ 0.1400	\$ 0.2900	\$ 0.1400	\$ 0.2900	\$ 0.1400	\$ 0.2900
LUST	\$ 0.0010	\$ 0.0010	\$ 0.0010	\$ 0.0010	\$ 0.0010	\$ 0.0010
OIL Spill	\$ 0.0019	\$ 0.0019	\$ 0.0021	\$ 0.0021	\$ 0.0021	\$ 0.0021
St Inspection	\$ 0.0013	\$ 0.0013	\$ 0.0013	\$ 0.0013	\$ 0.0013	\$ 0.0013
Total	\$ 3.1499	\$ 3.2999	\$ 4.0496	\$ 4.1996	\$ 4.0527	\$ 4.2027

ount #137475

align the following data, change the font size to 9 in Courier New.

OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 42, No. 16 Issued 04-18-22 for Prices confirmed through 04-14-2022

OPIS GROSS CLEAR PRICES

9.0 RVP

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
all	u N-10	334.65	+12.75	-- --	-- --	-- --	-- --	04/13	18:00
acid	u Net	337.40	+19.85	-- --	-- --	384.15	+10.25	04/13	18:00
Energy	u Net	339.59	+15.50	-- --	-- --	377.34	+13.75	04/13	18:00
all	b 125-3	343.36	+16.50	-- --	-- --	-- --	-- --	04/13	18:00
ero	b 1-10	-- --	-- --	-- --	-- --	365.59	+15.12	04/13	18:00
ero	u N-10	-- --	-- --	-- --	-- --	379.46	+15.54	04/13	18:00
LOW RACK		334.65		-- --		365.59			
HIGH RACK		343.36		-- --		384.15			
RACK AVG		338.75		-- --		376.64			
S GULF COAST SPOT MEAN - 04/13									
OB COLONIAL		320.880		-- --		-- --			
S GULF WATERBORNE DELIVERED SPOT (SRI)									
OB NEW ORLEANS		323.13		-- --		348.63			
LOW RACK		343.36		-- --		365.59			
HIGH RACK		343.36		-- --		365.59			
RACK AVG		343.36		-- --		365.59			
LOW RACK		334.65		-- --		377.34			
HIGH RACK		339.59		-- --		384.15			
RACK AVG		337.21		-- --		380.32			
DAY AVG		320.29		-- --		359.36			

ORLEANS, LA

RETAIL	351.23
RETAIL	395.45
RETAIL EX-TAX	311.72
RETAIL EX-TAX	355.93

OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 42, No. 16 Issued 04-18-22 for Prices confirmed through 04-14-2022

OPIS GROSS CBOB ETHANOL(10%) PRICES

9.0 RVP

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
acid	u Net	297.60	+14.00	328.35	+14.25	356.15	+14.20	04/13	18:00
ero	u N-10	297.71	+15.54	333.21	+15.54	357.21	+15.54	04/13	18:00
Energy	u Net	303.09	+14.20	337.65	+12.67	373.06	+12.62	04/13	18:00
all	u N-10	303.87	+12.75	319.87	+12.75	356.87	+12.75	04/13	18:00
ethanol	b 1-10	304.24	+13.68	321.92	+13.69	357.27	+13.68	04/13	18:00
go	b 1-10	304.89	+14.72	318.02	+14.72	355.39	+14.71	04/13	18:00
ero	b 1-10	309.22	+14.91	326.80	+14.91	363.87	+14.91	04/13	18:00
1	b 125-3	309.89	+12.68	338.05	+12.69	366.20	+12.69	04/13	19:00
vron	b 1t45c	311.00	+15.50	324.70	+15.50	368.60	+15.50	04/13	18:00
saco	b 1t45c	311.00	+15.50	324.70	+15.50	368.60	+15.50	04/13	18:00
all	b 125-3	311.67	+14.74	332.93	+14.73	367.87	+14.74	04/13	18:00
LOW RACK		297.60		318.02		355.39			
HIGH RACK		311.67		338.05		373.06			
RACK AVG		305.83		327.84		362.83			
S GULF WATERBORNE DELIVERED SPOT (SRI)									
OB NEW ORLEANS		307.17		-- --		330.12			
LOW RACK		304.24		318.02		355.39			
HIGH RACK		311.67		338.05		368.60			
RACK AVG		308.84		326.73		363.97			
LOW RACK		297.60		319.87		356.15			
HIGH RACK		303.87		337.65		373.06			
RACK AVG		300.57		329.77		360.82			
DAY AVG		289.09		311.23		345.93			

OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 42, No. 16 Issued 04-18-22 for Prices confirmed through 04-14-2022

OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Move	Date	Time
acid	u Net	387.75	+29.50	-- --	-- --	-- --	-- --	-- --	04/13	18:00
Energy	u Net	388.87	+28.40	-- --	-- --	-- --	-- --	-- --	04/13	18:00
ell	u N-10	389.08	+23.75	-- --	-- --	-- --	-- --	-- --	04/13	18:00
athon	b 1-10	390.81	+28.44	-- --	-- --	-- --	-- --	-- --	04/13	18:00
1	b 125-3	391.13	+28.51	-- --	-- --	-- --	-- --	-- --	04/13	19:00
ero	b 1-10	392.16	+28.25	-- --	-- --	-- --	-- --	-- --	04/13	18:00
ero	u N-10	392.35	+28.90	-- --	-- --	-- --	-- --	-- --	04/13	18:00
vron	b 1t45c	392.90	+29.20	-- --	-- --	-- --	-- --	-- --	04/13	18:00
aco	b 1t45c	392.90	+29.20	-- --	-- --	-- --	-- --	-- --	04/13	18:00
ell	b 125-3	393.01	+30.05	-- --	-- --	-- --	-- --	-- --	04/13	18:00
go	b 1-10	394.53	+29.45	-- --	-- --	-- --	-- --	-- --	04/13	18:00
go	u 1-10	394.53	+29.45	-- --	-- --	-- --	-- --	-- --	04/13	18:00
1 RACK		387.75		-- --	-- --	-- --	-- --	-- --		
GH RACK		394.53		-- --	-- --	-- --	-- --	-- --		
RK AVG		391.67		-- --	-- --	-- --	-- --	-- --		
S GULF COAST SPOT MEAN - 04/13										
OB COLONIAL		378.090		-- --	-- --	-- --	-- --	-- --		
S GULF WATERBORNE DELIVERED SPOT (SRI)										
OB NEW ORLEANS		379.79		-- --	-- --	-- --	-- --	-- --		
LOW RACK		390.81		-- --	-- --	-- --	-- --	-- --		
HIGH RACK		394.53		-- --	-- --	-- --	-- --	-- --		
RACK AVG		392.49		-- --	-- --	-- --	-- --	-- --		
LOW RACK		387.75		-- --	-- --	-- --	-- --	-- --		
HIGH RACK		394.53		-- --	-- --	-- --	-- --	-- --		
RACK AVG		390.52		-- --	-- --	-- --	-- --	-- --		
DAY AVG		361.04		-- --	-- --	-- --	-- --	-- --		

OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 42, No. 16 Issued 04-18-22 for Prices confirmed through 04-14-2022

OPIS GROSS ULTRA LOW SULFUR RED DYE DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Move	Date	Time
acid	u Net	385.75	+29.50	-- --	-- --	-- --	-- --	-- --	04/13	18:00
ell	u N-10	389.58	+23.75	-- --	-- --	-- --	-- --	-- --	04/13	18:00
ero	u N-10	392.85	+28.90	-- --	-- --	-- --	-- --	-- --	04/13	18:00
go	b 1-10	395.13	+29.45	-- --	-- --	-- --	-- --	-- --	04/13	18:00
go	u 1-10	395.13	+29.45	-- --	-- --	-- --	-- --	-- --	04/13	18:00
1 RACK		385.75		-- --	-- --	-- --	-- --	-- --		
GH RACK		395.13		-- --	-- --	-- --	-- --	-- --		
RK AVG		391.69		-- --	-- --	-- --	-- --	-- --		
S GULF WATERBORNE DELIVERED SPOT (SRI)										
OB NEW ORLEANS		380.14		-- --	-- --	-- --	-- --	-- --		
LOW RACK		395.13		-- --	-- --	-- --	-- --	-- --		
HIGH RACK		395.13		-- --	-- --	-- --	-- --	-- --		
RACK AVG		395.13		-- --	-- --	-- --	-- --	-- --		
LOW RACK		385.75		-- --	-- --	-- --	-- --	-- --		
HIGH RACK		395.13		-- --	-- --	-- --	-- --	-- --		
RACK AVG		390.83		-- --	-- --	-- --	-- --	-- --		
DAY AVG		361.66		-- --	-- --	-- --	-- --	-- --		

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CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
03/05/2022

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER Aon Risk Services Central, Inc. Chicago IL Office 200 East Randolph Chicago IL 60601 USA	CONTACT NAME:	
	PHONE (A/C. No. Ext.): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
INSURED Retif Oil & Fuel, LLC 1840 Jutland Drive Harvey LA 70058-2361 USA	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: Zurich American Ins Co	16535
	INSURER B: American Zurich Ins Co	40142
	INSURER C:	
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES	CERTIFICATE NUMBER: 570091892447	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.		
Limits shown are as requested		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			GL0550312409	04/01/2022	04/01/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAP 5503125-09	04/01/2022	04/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WC550312309	04/01/2022	04/01/2023	<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

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

CERTIFICATE HOLDER**CANCELLATION**

Retif Oil & Fuel, LLC 1840 Jutland Drive Harvey LA 70058-2361 USA	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 <i>Aon Risk Services Central, Inc.</i>

Holder Identifier :

Certificate No : 570091892447