

USF FACTS MADE PART OF THIS SOLICITATION

1. Vendor Question: Please provide prior bid tabulations, invoices and Bill of Ladings

Answer: Please see the bottom of this addendum for USF specific information (when available).

2. Vendor Question: Who is your current vendor?

Answer: USF, MANSFIELD OIL COMPANY

3. Vendor Question: How long have they been your vendor?

Answer: USF, 2/22/2012

4. Vendor Question: Can you provide us with the bid tabulation sheet from the last time the contract was bid?

Answer: State contract used by USF: #405-000-10-1, #405-120-250-1030

5. Vendor Question: Please provide a copy of the original awarded vendor's bid from your last awarded bid (pages where they put their pricing and/or signature and any additional pages provided with their bid) for gasoline and diesel.

Answer: USF, State contract used by USF: #405-000-10-1, #405-120-250-1030

6. Vendor Question: Please provide two (2) invoices per month for the last 12 months of your current contract delivered by your current vendor(s) and corresponding bill of ladings of each gasoline and diesel.

Answer: Please see the bottom of this addendum for USF specific information (when available).

7. Vendor Question: Do you have the tank sizes for each location?

Answer *USF, ONE 20,000 Gals. UST, divided on 5,000 (diesel) and 15,000 for GAS. Three AST of 30,000 (diesel).*

8. Vendor Question: Can you provide us with a recent invoice for each product from the current contractor?

Answer: *Please see the bottom of this addendum for USF specific information (when available).*

9. Vendor Question: How many days does the University pay in?

Answer: *Standard payment terms are Net 30 for USF*

10. Vendor Question: What method does the University pay with, is ACH/EFT an option?

Answer: *USF, pays by ACH*

11. Vendor Question: Please provide a current gas and (or) diesel bill of lading.

Answer: *Please see the bottom of this addendum for USF specific information (when available).*

12. Vendor Question: What is your current turnaround on payment of invoices?

Answer: *USF's standard payment terms are net 30*

13. Vendor Question: Can you do better than 30 days for payment terms, i.e. Net 10 or Net 15?

Answer: *No.*

14. Vendor Question: Do you currently receive a discount for prompt payment of invoices?

Answer: *USF, no.*

15. Vendor Question: What is the average load size for gas and diesel?

Answer: *USF, 8,500 Gals.*

16. Vendor Question: Are the tanks on a keep fill program?

Answer: *USF, NO, (they are monitored in-house by a veeder- root system)*

17. Vendor Question: Will any of the tanks require a tank wagon delivery instead of a transport delivery?

Answer: *USF, NO, both tanks have access to transport delivery*

18. Vendor Question: Is a pump required at any location? If so, which locations will require a pump?

Answer: *USF, NO pump is required for delivery*

19. Vendor Question: What are the delivery hours?

Answer: *USF, FROM 7:00am TO 1:30pm*

20. Vendor Question: Can or will deliveries be split between locations?

Answer: *USF, yes.*

21. Vendor Question: How many consecutive years has the current vendor been awarded?

Answer: *USF, since 2/22/2012*

22. Vendor Question: You talk about transport loads split (pump off) at the same site; but don't mention tank wagon deliveries. With some of the annual volumes so low, it appears there are tank wagon deliveries also. Please verify:

Answer: Tank wagons may be needed in case of an emergency

23. Vendor Question: University of Florida – On the Bid Sheet there is space for E85, but there it is not listed on Appendix II. Do they need pricing for E85?

Answer: Yes. July 2016 – October 2016 UF purchased 21,177 gallons of ethanol fuel. USF has not purchased any E85.

24. Vendor Question: Under the Fuel Requirements, it listed ULSD #2 Clear and Dyed, but I didn't see any ULSD #2 Dyed on the Bid Sheet. Please verify there is none to quote.

Answer: USF, correct.

25. Vendor Question: Will there ever be a split load between more than one locations?

Answer: USF, no.

26. Vendor Question: What are the current OPIS cities used to price the sites under the current contract?

Answer: State contract used by USF: #405-000-10-1, #405-120-250-1030

27. Vendor Question: Is the B5 Biodiesel priced off of the B5 OPIS value

Answer: USF, THE TANKS AT LOT 28 DO NOT STORE B5 Biodiesel Only Diesel and Unleaded Gas

28. Vendor Question: Is the B5 priced off of the ULSD #2 diesel OPIS value

Answer: *USF specific answer not available.*

29. Vendor Question: What is the size of your average delivery?

Answer: *USF, 8,500 Gals.*

30. Vendor Question: can you provide the tank details? Such as tank sizes and whether the tanks are above or below ground please.

Answer: *Three 30,000 Gals, AST's one 20,000 Gals. UST*

31. Vendor Question: Do you have specified delivery windows at each site?

Answer: *USF, from 7:00am TO 1:30pm*

32. Vendor Question: Will the entire solicitation be awarded to one vendor or by line item?

Answer: *Please refer to the Award clause, paragraph 8, in the bid document*

33. Vendor Question: Is this bid a cooperative bid? (I noticed several other Universities listed)

Answer: *UCF and five other State University System schools are participating in this bid. Please refer to page 4 of the bid document for participating schools.*

34. Vendor Question: Do you participate in the State of Florida Cooperative Bid (or have you in the past and are bidding on your own now)?

Answer: *Not to my knowledge. UCF is currently utilizing the City of Orlando contract with Lynch Oil.*

35. Vendor Question: Do you have separate SPOT bids (1 time request for fuel) for the University of Central Florida that ride your bulk fuels contract? (The reason I am asking this is because I received what appears to be a SPOT bid for the University of Central Florida yesterday).

Answer: *No. The quote request you received for a spot bid from UCF was for E85 only and was only to fill the gap until this new contract is awarded.*

36. Vendor Question: Are bidders required to bid all products/locations?

Answer: *No. Bidders can choose to bid on one, multiple, or all locations.*

37. Vendor Question: What is the anticipated award date?

Answer: *See page 1 of the solicitation for award date information. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

38. Vendor Question: Is there a DBE requirement for this bid?

Answer: *No.*

39. Vendor Question: Please provide estimated annual usage for each location.

Answer: *See Appendix II, page 24 of the solicitation for historical usage for each school. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

40. Vendor Question: Can we please have a list of bidders invited to submit a proposal?

Answer: *The bid was directly emailed to the following companies. In addition, it was advertised on the Florida states vendor bid system (VBS). It is unknown how many vendors obtained the bid document through the VBS.*

- *American Homegrown Fuel Corp*
- *G.W Hunter Inc*
- *J.V. Gander Distributors*
- *L.V Hiers, Inc*
- *Macmillan Oil Company of Florida*
- *Mansfield Oil Company (A)*
- *Petroleum Traders Corporation*
- *Lykins Energy Solutions*

41. Vendor Question: When is the award date?

Answer: *See page 1 of the solicitation for award date information. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

42. Vendor Question: When is the first board meeting after the opening?

Answer: *There will be no board meeting. Bids will be evaluated by the Procurement office and UCF end users and the intended award(s) will be posted as soon as possible after the opening.*

43. Vendor Question: Will decision be made before or at the board meeting?

Answer: *There will be no board meeting. Bids will be evaluated by the Procurement office and UCF end users and the intended award(s) will be posted as soon as possible after the opening.*

44. Vendor Question: Will the bid award be split by product or awarded all to one bidder?

Answer: *See page 5 of the solicitation for award information. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

45. Vendor Question: Will the bid be awarded per location?

Answer: *See page 5 of the solicitation for award information. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

46. Vendor Question: Are there any extensions available? If so, are they mutually agreed upon?

Answer: *See page 5 of the solicitation for contract term information. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

47. Vendor Question: Have any addendums been released for this bid?

Answer: *This is the first addendum for this bid.*

48. Vendor Question: Will a firm fixed price be considered? If not, why?

Answer: *Refer to the scope of work, Section II, "Mark-Up" for pricing requirements. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>*

49. Vendor Question: If we were to insert any conditions into our alternate firm fixed bid, would they be taken into consideration or rejected? Sample

Answer: Refer to the scope of work, Section II, "Mark-Up" for pricing requirements. A copy of the solicitation can be downloaded at <https://procurement.ucf.edu/solicitations/>

50. Vendor Question: Will the bid opening be publically held? If so, what will the date, time and location be?

Answer: Bid openings are public. Please see paragraph 2, "Bid opening" and paragraph 3 of the solicitation for bid submittal requirements and address information where the bid opening will take place.

51. Vendor Question: What information will you be reading out loud at the bid opening?

Answer: Only the names of the vendors who submitted bids before the deadline.

52. Vendor Question: If we attend the bid opening, will we be able to review other submitted bids?

Answer: No. Vendor bids are not public information until a decision for award has been made or 30 days after opening, whichever is sooner.

53. Vendor Question: If we do not attend the bid opening, how and when will we be notified of the low bidder and can we receive a copy of the bid tabulations?

Answer: The intended award(s) will be posted on the UCF Procurement website once a decision has been made. <https://procurement.ucf.edu/solicitations/>.

54. Vendor Question: What are the payment terms?

Answer: Net 30.

55. Vendor Question: Is there a fee associated with the on-line submission?

Answer: No.

56. Vendor Question: Will there ever be a split load between more than one location?

Answer: Each location (University) will independently coordinate and schedule orders with the selected awardee(s).

57. Vendor Question: Who determines which terminal is closest, vendor or the University of Central, FL?

Answer: It is expected that the awardee determine which terminal is closest. This should be reflected in your bid price.

58. Vendor Question: What are the current OPIS cities used to price the sites under the current contract?

Answer: UCF piggybacks from the City of Orlando's contract with Lynch Oil which uses Orlando terminal #4.

59. Vendor Question: If B20 or B5 does not post in OPIS for the closest terminal, what OPIS value should be used to price?

Answer: The OPIS value for the closest terminal that does post B20 and/or B5.

60. Vendor Question: Are we to price on the OPIS average, low or high

Answer: OPIS average rack rate.

61. Vendor Question: How many copies of the bid do you want

Answer: One copy will suffice.

NON-NEGOTIABLE / BILL OF LADING



"FOR CHEMICAL EMERGENCY - SPILL, LEAK, FIRE, EXPOSURE OR ACCIDENT CALL CHEMTREC 800-424-9300 DAY OR NIGHT." (CHEMTREC CONTRACT #12365)

THIS IS TO CERTIFY THAT THE HEREIN NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED, AND ARE IN PROPER CONDITION FOR TRANSPORTATION, ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION.

THE CARRIER CERTIFIES THAT THE CARGO TANK SUPPLIED FOR THIS SHIPMENT IS A PROPER CONTAINER FOR THE TRANSPORTATION OF THIS COMMODITY AS DESCRIBED BY THE SHIPPER.

THE SUPPLIER WHOSE NAME IS INDICATED ON THIS BOL IS RESPONSIBLE FOR COLLECTING AND REMITTING THE STATE MOTOR FUEL TAXES.

GASOLINE ADDITIZED TO MEET EPA DETERGENT ADDITIVE REQUIREMENTS.

THE DRIVER BY SIGNING THIS TICKET HEREBY CERTIFIES THAT TRANSPORT WAS LOADED AS SPECIFIED. SIGN HERE -> 11/7/16 [Signature]

RECEIVED QUANTITIES IN GOOD ORDER SIGN HERE -> CARLOS 11-07-16

1 TANK TRUCK

HAZARDS UN1203, GASOLINE, 3, PGII

GALLONS 8002

Product Loaded At: 2101 Gatx Drive Tampa, FL 33605 Phone: (813)248-4274

SOLD TO: ExxonMobil Unbranded 3225 Gallows Road Fairfax, VA 22037-0001

SHIP TO: 0000404955 MANSFIELD OIL CO / FL P/U TAMPA - GATX TAMPA, FL 33605

SUPPLIER: Exxon Mobil Refining & Supply Co 22777 Springwoods Village Parkway Spring, TX 77389

PETROEX/TABS # MANIFEST DATE 1487886 11/07/16 SPECIAL HANDLING ORDER #

CARRIER: SUN FUELS, INC 260116405 18308 EASTWYER DR TAMPA, FL 33647

DRIVER NAME DRIVER # LEONEL RIZO 22439 TRAILER NUMBER END LOAD TIME LOAD SPOT 050803 06:08 01

PRODUCT INFORMATION table with columns: PRODUCT, OCT, GROSS, TEMP, GRAV, NET. Rows include GEN UNL, CBOB REG, ETHANOL.

Additive Information table with columns: Adtv name, Rate, Target, Gross, Adtv%. Row includes HiTEC 6590.

SEE NOTE 8

USF-Fowler Rel# 537577 PO#0000232574

B-46.0 A 99.5

B-46.0 A

T 1:UNLEADED INVENTORY INCREASE INCREASE START 11-07-16 7:06 AM VOLUME = 4984 GALS HEIGHT = 43.71 INCHES WATER = 0.00 INCHES TEMP = 86.5 DEG F INCREASE END 11-07-16 7:48 AM VOLUME = 12917 GALS HEIGHT = 95.59 INCHES WATER = 0.00 INCHES TEMP = 77.8 DEG F

GROSS INCREASE= 7933 TC NET INCREASE= 7865

***** PLEASE PAY *****
 ***** FROM THIS *****
 ***** ORIGINAL *****
 ***** INVOICE *****

INVOICE # 874912

SHIP TO:
 UNIVERSITY OF SOUTH FLORIDA
 UNIV SOUTH FL - TRANSPORTATIO
 4202 E FOWLER AVE - OPM
 TAMPA, FL 33620-9951

REMIT TO:
 MANSFIELD OIL COMPANY
 PO BOX 638544
 CINCINNATI, OH 45263-8544
 FEIN 58-1091383

ACCOUNT # 20595-01-874912
 ORDER # 0000232574

BILL TO: UNIVERSITY OF SOUTH FLORIDA
 UNIV OF SOUTH FL - TRANSPORTA
 4202 E FOWLER AVE OPM 100
 TAMPA, FL 33620

----- CONTROL # -----
 874912

TERMS:	SHIP VIA:	TERMINAL:	REL #	DEL DATE	INV DATE
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Net 30	SUN FUELS INC	TAMPA, FL	537-577	11/07/2016	11/09/2016

B/L NO	DESCRIPTION		GROSS	NET	PRICE	AMOUNT
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1487886	87 UNL W/10%ETH	06:08	8002	7936	1.414900	11,228.65
	GASOLINE FREIGHT		8002		.040200	321.68
	HILLSBOROUGH CO TAX				.144000	1,142.78
	FED EXC TAX/ETHANOL				.184000	1,460.22
	FL INSPECTION FEE				.001250	9.92
	FL MTR FUEL TAX				.173000	1,372.93
	FL POLLUTION TAX				.020714	164.39
	MIN.FREIGHT CHG					20.02
	FED ENV REC FEE				.001710	13.57

DUE DATE 12/09/2016

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AMOUNT DUE \$15,734.16

***** PLEASE PAY *****
 ***** FROM THIS *****
 ***** ORIGINAL *****
 ***** INVOICE *****

INVOICE # 874912

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 4202 E FOWLER AVE OPM 100
 TAMPA, FL 33620

----- CONTROL # -----
 874912

TERMS: SHIP VIA: TERMINAL: REL # DEL DATE INV DATE

 Net 30 SUN FUELS INC TAMPA,FL 537-577 11/07/2016 11/09/2016

B/L NO	DESCRIPTION		GROSS	NET	PRICE	AMOUNT
1487886	87 UNL W/10%ETH	06:08	8002	7936	1.414900	11,228.65
	GASOLINE FREIGHT		8002		.040200	321.68
	HILLSBOROUGH CO TAX				.144000	1,142.78
	FED EXC TAX/ETHANOL				.184000	1,460.22
	FL INSPECTION FEE				.001250	9.92
	FL MTR FUEL TAX				.173000	1,372.93
	FL POLLUTION TAX				.020714	164.39
	MIN.FREIGHT CHG					20.02
	FED ENV REC FEE				.001710	13.57
						=====
DUE DATE 12/09/2016				AMOUNT DUE		\$15,734.16