

## FSU FACTS MADE PART OF THIS SOLICITATION

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

*Answer: FSU currently utilizes Eli Roberts under the City of Tallahassee contract*

2. Vendor Question: Who is your current vendor?

*Answer: FSU currently utilizes Eli Roberts under the City of Tallahassee contract*

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

*Answer: FSU specific information not available.*

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

*Answer: FSU currently utilizes Eli Roberts under the City of Tallahassee contract*

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: FSU currently utilizes Eli Roberts under the City of Tallahassee contract*

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: Available invoices are listed at the bottom of this document.*

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

*Answer: Tank sizes and location information (when provided) have been posted to the UCF Procurement website under ITB 1611MCSA. This the comprehensive list of information provided by University. If information is missing for a particular University,*

*it is to be assumed that the information is not available.*  
<https://procurement.ucf.edu/solicitations/>

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

*Answer: Available invoices are listed at the bottom of this document.*

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

*Answer: Net 40.*

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

*Answer: FSU has multiple payment methods.*

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

*Answer: Available invoices are listed at the bottom of this document.*

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

*Answer: Net 40*

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

*Answer: We can pay in less than 40 days if discount is available for prompt pay.*

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

*Answer: No prompt payment discount with Eli Roberts.*

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

*Answer: Tank sizes and location information (when provided) have been posted to the UCF Procurement website under ITB 1611MCSA. This the comprehensive list of information provided by University. If information is missing for a particular University,*

*it is to be assumed that the information is not available.*  
<https://procurement.ucf.edu/solicitations/>

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

*Answer: FSU specific information not available.*

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

*Answer: FSU specific information not available.*

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

*Answer: FSU specific information not available.*

19. Vendor Question: What are the delivery hours?

*Answer: FSU specific information not available.*

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

*Answer: FSU specific information not available.*

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

*Answer: FSU specific information not available.*

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: FSU specific information not available.*

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: FSU specific information not available.*

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: *FSU specific information not available.*

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

Answer: *No*

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

Answer: *FSU currently piggybacks the City of Tallahassee contract with Eli Roberts.*

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

Answer: *FSU specific information not available.*

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

Answer: *FSU specific information not available.*

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

Answer: *Tank sizes and location information (when provided) have been posted to the UCF Procurement website under ITB 1611MCSA. This the comprehensive list of information provided by University. If information is missing for a particular University, it is to be assumed that the information is not available.*

<https://procurement.ucf.edu/solicitations/>

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

Answer: *Tank sizes and location information (when provided) have been posted to the UCF Procurement website under ITB 1611MCSA. This the comprehensive list of information provided by University. If information is missing for a particular University, it is to be assumed that the information is not available.*

<https://procurement.ucf.edu/solicitations/>

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

Answer: *FSU specific information not available.*

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

UCF 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)

UCF 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)?

UCF Answer: *Not to my knowledge.*

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).

UCF 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?

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

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

UCF 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?

UCF Answer: *No.*

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

UCF 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?

UCF 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?

UCF 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?

UCF 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?

UCF 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?

UCF 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?

UCF 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?

UCF 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?

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

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

UCF 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

UCF 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?

UCF 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?

UCF 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?

UCF 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?*

UCF 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?

UCF Answer: *FSU's payment terms are net 40.*

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

UCF Answer: *No.*

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

UCF 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?

UCF 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?

UCF Answer: *FSU currently piggybacks from the City of Tallahassee*

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

UCF 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

UCF Answer: *OPIS average rack rate.*

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

UCF Answer: *One copy will suffice.*





**ELI ROBERTS & SONS**  
**(850) 576-FUEL(3835)**

2195 Lake Bradford Road • Tallahassee, Florida 32310 • FAX: 850-574-3788

**Invoice**

Invoice No: 280575  
 Invoice Date: 08/10/16

Branch: 1

Sold To: 5566  
 FLORIDA STATE UNIVERSITY  
 UCA-5607 UNIVERSITY CTR  
 TALLAHASSEE, FL 32306

Shipped To: 5566-01  
 "SEMINOLE RESERVATION"  
 3226 Flastacowo Rd  
 PO #: 1203119 exp 6/30/2017  
 TALLAHASSEE, FL 32310  
 (850)644-8606

Salesperson	Delivery Date	Truck	Shipped Via	Purchase Order	Terms	User
None	08/10/16	2006	MO5	1203119	Net 10	le
Product	SC	Quantity	Price	Disc	Amount	
From branch: 5						
1 1000 – UNLEADED GASOLINE	NR	226.70 Gallon	1.89140		428.78	
		<b>Products Total</b>			<b>\$428.78</b>	
OIL SPILL TAX		226.70	0.00190		0.43	
FL.STATE GAS EXCISE TAX		226.70	0.17300		39.22	
FLORIDA POLLUTION FEE		226.70	0.02072		4.70	
LEON-LOC.OPTION GAS TAX		226.70	0.08300		18.82	
FL. MINIMUM CNTY. GAS TAX		226.70	0.11100		25.16	
REMOTE SITE DELIVERY FEE		1.00	35.00000		35.00	
FL.GAS/KERO INSPECTION		226.70	0.00125		0.28	
		<b>Taxes and Fees Total</b>			<b>\$123.61</b>	

Payment due by 08/20/16

Invoice Balance	<b>\$552.39</b>
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Invoice

1 Units HM. Conv Gas. Flammable Liq. 3. UN1203. PG II

IN ANY EMERGENCY INVOLVING THIS SHIPMENT WHICH ENDANGERS LIFE OR PROPERTY:  
 \*\*\*\*\*CALL 1-850-576-3145 DAY OR NIGHT\*\*\*\*\*

Customer Copy

# ELI ROBERTS & SONS

## (850) 576-FUEL(3835)

2195 Lake Bradford Road - Tallahassee, Florida 32310 - fax: 850-574-3788

**Invoice**

Invoice No: 283403  
 Invoice Date: 10/27/16

Branch: 1

Sold To: 5562  
 FSU MARINE LAB  
 ATTN: MARANDA MARXSEN  
 3618 HWY 98  
 SOPCHOPPY, FL 32358

Shipped To: 5562-02  
 MARINE LAB - DYED DIESEL for GEN  
 PO # 1202130 exp 6/30/2017  
 TALLAHASSEE, FL 32310  
 (850)644-8436

Salesperson	Delivery Date	Truck	Shipped Via	Purchase Order	Terms	User
None	10/27/16	104	DO1	1202130	Net 10	le
Product	SC	Quantity	Price	Disc	Amount	
From branch: 4						
1 4101 - DYED ULT. LO SULPHUR DSL	NR	1500.30 Gallon	1.77700		2,666.03	
<b>Products Total</b>					<b>\$2,666.03</b>	
FLORIDA POLLUTION FEE		1500.30	0.02072		31.09	
FEDERAL L.U.S.T. TAX		1500.30	0.00100		1.50	
OIL SPILL TAX		1500.30	0.00190		2.85	
REMOTE SITE DELIVERY FEE		1.00	35.00000		35.00	
<b>Taxes and Fees Total</b>					<b>\$70.44</b>	

Payment due by 11/06/16

Invoice Balance	<b>\$2,736.47</b>
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Invoice

1 Units HM. Fuel Oil No. 2 Combustible Liq. 3. NA1993. PGIII

IN ANY EMERGENCY INVOLVING THIS SHIPMENT WHICH ENDANGERS LIFE OR PROPERTY:  
 \*\*\*\*\*CALL 1-850-576-3145 DAY OR NIGHT\*\*\*\*\*

*1.82/gal*

*Diesel*

*PO# 1200983*

*Rec# 736976*

**FAXED**  
10/31/16

*22002-327*

Customer Copy