

SUBMIT BID TO:
UNIVERSITY OF CENTRAL FLORIDA
Via Bonfire Web Portal
Phone: (407)823-2661
www.procurement.ucf.edu

<https://ucfprocurement.bonfirehub.com/opportunities/3056>

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **May 15, 2017 3:00 PM EDT**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission. See **Appendix I** for submittal instructions.

University of Central Florida

INVITATION TO BID

Commodities

Acknowledgment Form

Page 1 of 26 Pages

BIDS WILL BE OPENED: **May 15, 2017 @ 3:00PM**

ITB NO. 1622MCA

and may not be withdrawn within 120 days after such date and time.

UNIVERSITY MAILING DATE:
April 24, 2017

ITB TITLE: BULK FUEL, GASOLINE, DIESEL, BIODIESEL AND E85

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER

59-2358666

VENDOR NAME

Palmdale Oil Company Inc.

REASON FOR NO BID:

VENDOR MAILING ADDRESS

911 N. 2nd St.

CITY - STATE - ZIP CODE

Alt. Pierce, FL 34950

AREA CODE

772

TELEPHONE NO.

461 2300

800

TOLL FREE NO. **785 7114**

772

FAX NO. **595 0843**

POSTING OF BID TABULATIONS

Bid tabulations with intended award(s) will be posted for review by interested parties at the Procurement Services Department and our solicitation web page and will remain posted for a period of 72 hours. "Failure to file a protest in accordance with BOG regulation 18.002, or failure to post the bond or other security as required in BOG regulation 18.003, shall constitute a waiver of protest proceedings."

Government Classifications

Check all applicable

- | | |
|--|---|
| <input type="checkbox"/> African American | <input type="checkbox"/> American Women |
| <input type="checkbox"/> Asian-Hawaiian | <input type="checkbox"/> Government Agency |
| <input type="checkbox"/> Hispanic | <input type="checkbox"/> MBE Federal |
| <input type="checkbox"/> Native American | <input type="checkbox"/> Non-Minority |
| <input type="checkbox"/> Non-Profit Organization | <input type="checkbox"/> Pride |
| <input type="checkbox"/> Small Business Federal | <input type="checkbox"/> Small Business State |

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder and that the bidder is in compliance with all requirements of the Invitation to Bid, including but not limited to, certification requirements. In submitting a bid to an agency for the State of Florida, the bidder offers and agrees that if bid is accepted, the bidder will convey, sell, assign or transfer to the State of Florida all rights, title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the state of Florida. At the State's discretion, such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the bidder.

GENERAL CONDITIONS

SEALED BIDS: All bid sheets and this form must be executed and submitted as specified in Section 2. Bid prices not submitted on attached bid price sheets when required may be rejected. All bids are subject to the terms and conditions specified herein. Those which do not comply with these terms and conditions are subject to rejection. The terms Contractor, Payee and Vendor are used interchangeably in this document.

1. EXECUTION OF BIDS: Each bid must contain a manual signature of the representative authorized to legally bind the Vendor to the provisions herein. All spaces requesting information from the Vendor are to be completed. Each bid must be typed or printed in ink. Use of erasable ink

2. NO BID SUBMITTED: If not submitting a bid, respond by returning only this bidder acknowledgment form, marking it "NO BID," and explain the reason in the space provided above. Failure to respond without justification may be cause for removal of the bidder's name from the bid mailing list. NOTE: To qualify as a respondent, bidder must submit a "NO BID," and it must be received no later than the stated bid opening date and hour.

AUTHORIZED SIGNATURE

Lochlan Cheatham

AUTHORIZED NAME (TYPED/PRINTED)

as a contractor, supplier, subcontractor, or consultant under, a contract with any public entity, and may not transact business with any public entity in excess of the bid limit for that public entity, for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

15. **FLORIDA PREFERENCE.** For purchases of tangible personal property, Florida legislature has enacted economic development laws establishing certain conditions and circumstances which, when applicable, require the granting of price preferences to businesses whose principal place of business is the State of Florida. Pursuant to §287.084 Florida Statute, award recommendations shall make appropriate adjustments to Resident Vendor pricing when considering solicitations from Bidders having a principal place of business outside the State of Florida. All Bidders must complete and submit Attachment 2 with the response to this solicitation. Failure to comply shall be considered non-responsive to the terms of this solicitation. Refer to <http://www.leg.state.fl.us/Statutes/index.cfm> or <http://regulations.ucf.edu/chapter7/index.html> 3.g.1.c for additional information regarding this Statute and its applicability.
16. **IDENTICAL TIE BIDS:** Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. If none, or all of the tied vendors have a drug-free workplace program, vendors with Florida as their primary location will receive preference. Failing the above, a coin flip will be used to determine the winning vendor. In order to have a drug-free workplace program, business's drug free policy shall be in accordance with applicable State and Federal laws.

As the person authorized to sign the statement, my initials certify that this firm complies fully with the above requirements. Initials: JC

17. **EQUAL OPPORTUNITY STATEMENT:** The State Universities have established equal opportunity practices which conform to both the spirit and the letter of all laws against discrimination and prohibits discrimination based on race, creed, color, sex, age, national origin, marital status or religion. To be considered for inclusion as a supplier under this agreement, the bidder commits to the following:
- A. The provisions of Executive Order 11246, September 24, 1996, and the rules, regulations, and relevant orders of the Secretary of Labor are applicable to each order placed against this agreement regardless of value.
 - B. If the bidder expects to receive \$10,000 in orders during the first 12 months of this agreement, a complete certificate of non-segregated facilities shall be included in the bid response. A sample certificate is attached as Attachment 3.
 - C. If the bidder expects to receive \$50,000 in orders during the first 12 months of this agreement and employs more than 50 people, standard form 100 (EEO-1) must be filed prior to March 1 of each year.
 - D. If the bidder expects to receive \$50,000 in orders during the first 12 months and employs more than 50 people, a written program for affirmative action compliance is to be maintained by the bidder, subject to review upon request by the user agencies of the contract resulting from this ITB.
18. **WORK FOR HIRE.** Any work specifically created for the University under an agreement resulting from this ITB by the Payee or anyone working on behalf of the Payee (the term Payee shall encompass both) shall be considered a "work for hire." All designs, prints, paintings, artwork, sketches, etchings, drawings, writings, photographs, or any other work or material or property produced, developed or fabricated and any other property created hereunder, including all material incorporated therein and all preliminary or other copies thereof, (the "Materials") shall become and remain the property of the University, and, unless otherwise specifically set forth herein, shall be considered specially ordered for the University as a "work made for hire," or, if for any reason held not to be a "work for hire,"

The Payee who created, produced, developed or fabricated the Materials hereunder (or under any contract resulting from this ITB) assigns all of his/her right, title and interest in the Materials to the University. The University shall own all right, title and interest in the Materials. The Payee agrees upon request to execute any documents

BID SHEET

The Markup shall be noted on the Bid Sheet as follows:

- Discount Markup – A Discount Markup shall be noted as a negative number, using either a minus sign “-xx” or enclosed within parentheses “(.xx)”, i.e. “-.01” or “(.01)”.
- Markup – All other prices will be construed as a positive number for the Markup
- Minimum order conditions will not be accepted and shall constitute rejection vendor bid.

NOTE: Bidder must bid on each fuel type to be considered responsive for a particular school. Failure to bid on all fuel types by school shall be cause for removal of award consideration for that particular school. Qtyx Mark-up = Ext.Price.

University of Central Florida

Line Item	Qty.	Item Description	Mark-up from DTN FastRacks average daily rate /gallon	Extended Price
001	66,760	Gasoline – E10 Unleaded 87 Octane	\$ (.0074)	\$ (494.02)
002	9,695	B5 Biodiesel – On Road	\$.12	\$ 1,163.40
003	4,313	B5 Biodiesel – Off Road, dyed	\$.20	\$ 862.60
004	26,018	E85 Ethanol	\$.0412	\$ 1,071.94
TOTAL EXTENDED PRICE				\$ 2663.92

University of North Florida

Line Item	Qty.	Item Description	Mark-up from DTN FastRacks average daily rate /gallon rate /gallon	Extended Price
001	36,979	Gasoline – E10 Unleaded 87 Octane	\$ N/B	\$ N/B
002	2,429	ULSD #2, Regular Diesel - dyed	\$ N/B	\$ N/B
TOTAL EXTENDED PRICE				\$ N/B

University of Florida

Line Item	Qty.	Item Description	Mark-up from DTN FastRacks average daily rate /gallon	Extended Price
001	212,169	Gasoline – E10 Unleaded 87 Octane	\$.0239	\$ 5,070.84
003	72,256	ULSD #2, Regular Diesel	\$.0384	\$ 2,774.63
004	47,021	E85 Ethanol	\$.0497	\$ 2,336.94
TOTAL EXTENDED PRICE				\$ 10,182.41

Florida State University

Line Item	Qty.	Item Description	Mark-up from DTN FastRacks average daily rate /gallon	Extended Price
001	178,329	Gasoline – E10 Unleaded 87 Octane	\$ N/B	\$ N/B
002	31,755	ULSD #2, Regular Diesel	\$ N/B	\$ N/B
TOTAL EXTENDED PRICE				\$ N/B

University of South Florida

Line Item	Qty.	Item Description	Mark-up from DTN FastRacks average daily rate /gallon	Extended Price
001	93,989	Gasoline – E10 Unleaded 87 Octane	\$ (.0113)	\$ (1,062.08)
002	57,023	ULSD #2, Regular Diesel	\$.0037	\$ 210.99
003	97,299	B20 Biodiesel on-road	\$.0094	\$ 914.61
TOTAL EXTENDED PRICE				\$ 63.52

Florida International University

Line Item	Qty.	Item Description	Mark-up from DTN FastRacks average daily rate /gallon	Extended Price
001	147,544	Gasoline – E10 Unleaded 87 Octane	\$(.0025)	\$(368.86)
003	42,173	ULSD #2, Regular Diesel	\$.0198	\$835.03
TOTAL EXTENDED PRICE				\$466.17

Alternates to the specified Fuel type will not be accepted.

Does your bid meet our specifications exactly? ☒ Yes ☐ No

If No, please detail how your bid meets or exceeds the specifications of the required item(s) and provide proof that verifies your claim.

Prices quoted are good for at least 90 days following bid opening.

Delivery will be 1 days after receipt of order.

F.O.B. delivered to UCF

Payment terms: Net 30

I certify that this bid is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and in all respects fair and without collusion or fraud. The following information, including an authorized representative signature and witness, is required to be submitted with your bid in order to be considered for evaluation and award. The person signing below acknowledges and agrees with all proposed information as submitted and has the authorization of the said company to enter into a contractual agreement with the University for the purposes as proposed and as described herein. Please print below unless where a signature is required.

<u>Palmdale Oil Company Inc.</u>	<u>[Signature]</u>
COMPANY NAME	AUTHORIZED SIGNATURE
<u>911 N. 2nd St.</u>	<u>Lachlan Cheatham</u>
MAILING ADDRESS	PRINTED NAME
<u>Ft. Pierce, FL 34950</u>	<u>President</u>
CITY, STATE, ZIP CODE	TITLE
<u>(772) 461-2300</u>	<u>(772) 595-0843</u>
PHONE NUMBER	FAX NUMBER
<u>lacw@palmdaleoil.com</u>	
E-MAIL ADDRESS	

ATTACHMENT 1
Secure Handling of UCF Data

Secure protection and handling of data by vendors and third parties

1. Network Security. Vendor agrees at all times to maintain network security that – at a minimum – includes: network firewall provisioning, intrusion detection, and regular third party penetration testing. Likewise Vendor agrees to maintain network security that conforms to one of the following:
 - a) Those standards that UCF applies to its own network, as found at <http://www.cst.ucf.edu/about/information-security-office/iso-policies-standards/>
 - b) Current standards set forth and maintained by the National Institute of Standards and Technology, including those at: <http://web.nvd.nist.gov/view/ncp/repository>
 - c) Any generally recognized comparable standard (e.g., ISO/IEC 27001, etc.) that Vendor then applies to its own network.
2. Data Security. Vendor agrees to protect and maintain the security of UCF data based on the latest industry security standards and best practices. These security measures include, but are not limited to, maintaining secure segmented networks, maintaining systems that are up-to-date, and environments free of malware.
3. Data Transmission. Vendor agrees that any and all transmission or exchange of system application data with UCF and/or any other parties expressly designated by UCF – solely in accordance with Section 6 below – shall take place via secure means, e.g. HTTPS or FTPS with 128 bit key AES encryption or better.
4. Data Storage. Vendor agrees that any and all UCF data will be stored, processed, and maintained solely on designated target servers and that no UCF data at any time will be processed on or transferred to any portable or laptop computing device or any portable storage medium, unless that storage medium is in use as part of the Vendor's designated backup and recovery processes.
5. Data Encryption. Vendor agrees to store all UCF backup data as part of the its designated backup and recovery processes in encrypted form using 128 bit key AES encryption or better.
6. Data Re-Use. Vendor agrees that any and all data exchanged shall be used expressly and solely for the purposes enumerated in the Current Agreement. Data shall not be distributed, repurposed or shared across other applications, environments, or business units of Vendor.
Vendor further agrees that no UCF data of any kind shall be transmitted, exchanged or otherwise passed to other vendors or interested parties except on a case-by-case basis as specifically agreed to in writing by an agent of UCF.
7. End of Agreement Data Handling. Vendor agrees that upon termination of this Agreement it shall erase, destroy, and render unreadable all UCF data according to the standards enumerated in DOD 5220.22 or NIST 800-88 and certify in writing that these actions have been completed at a mutually predetermined date.
8. Data Breach. Vendor agrees to comply with all applicable laws that require the notification of individuals in the event of unauthorized release of personally-identifiable information or other event requiring notification. In the event of a breach of any of Vendor's security obligations or other event requiring notification under applicable law ("Notification Event"), Vendor agrees to assume responsibility for informing all such individuals in accordance with applicable law and to indemnify, hold harmless and defend UCF and its trustees, officers, and employees from and against any claims, damages, or other harm related to such Notification Event.
Related Documents:
 - Third-Party Outsourcing (Cloud Computing) of University Data
 - UCF Third Party Assurance Questionnaire
 - 4-008 Data Classification and Protection
9. FERPA. If Vendor is provided access to any student personally identifiable information (as defined under FERPA), Vendor acknowledges that it will comply with the privacy regulations outlined in the Family Educational Rights and Privacy Act ("FERPA"), for the handling of such information, to the extent such regulations apply to Vendor. Vendor will not disclose or use any student information except to the extent necessary to carry out its obligations under its agreement with UCF and as permitted by FERPA.

Company: Palmdale Oil Company Inc.
Authorized Representative's Name: Lachlan Cheeghem
Authorized Representative's Signature: [Signature]
Date: 5/12/17

ATTACHMENT 2

BIDDER'S STATEMENT OF PRINCIPAL PLACE OF BUSINESS
(Must be completed & submitted with each competitive solicitation)

Name of Bidder: Poludale Oil Company Inc.
Identify the state in which the Bidder has its principal place of business: Florida

Proceed as follow: **IF** your principal place of business above is located within the State of Florida, the Bidder must sign below and attach to your solicitation. No further action is required. **IF** your principal place of business is outside of the State of Florida the following must be completed by an attorney and returned with your solicitation. Failure to comply may be considered to be non-responsive to this solicitation.

OPINION OF OUT-OF-STATE BIDDER'S ATTORNEY ON BIDDING PREFERENCES
(To be completed by the Attorney for an Out-of-State Bidder)

NOTICE: Section 287.084(2), Fla. Stat., provides that "a vendor whose principal place of business is outside this state must accompany any written bid, proposal, or reply documents with a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that state [or political subdivision thereof] to its own business entities whose principal places of business are in that foreign state in the letting of any or all public contracts."

LEGAL OPINION ABOUT STATE BIDDING PREFERENCES
(Please Select One)

_____ The Bidder's principal place of business is in the State of _____ and it is my legal opinion that the laws of that state **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that state.

_____ The Bidder's principal place of business is in the State of _____ and it is my legal opinion that the laws of that state **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that state: [Please describe applicable preference(s) and identify applicable state law(s)]:

LEGAL OPINION ABOUT POLITICAL SUBDIVISION BIDDING PREFERENCES
(Please Select One)

_____ The Bidder's principal place of business is in the political subdivision of _____ and it is my legal opinion that the laws of that political subdivision **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision.

_____ The Bidder's principal place of business is in the political subdivision of _____ and the laws of that political subdivision **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision: [Please describe applicable preference(s) and identify applicable authority granting the preference(s)]:

Signature of out-of-state Bidder's attorney: _____

Printed name of out-of-state Bidder's attorney: _____

Address of out-of-state bidder's attorney: _____

Telephone Number of out-of-state bidder's attorney: (____) ____ - _____

Email address of out-of-state bidder's attorney: _____

Attorney's states of bar admission: _____

Bidder's Printed Name: _____

Signature _____

Attachment 3

CERTIFICATE OF NON-SEGREGATED FACILITIES

We, Pelmdale Oil Company Inc. certify to the University of Central Florida that we do not and will not maintain or provide for our employees any segregated facilities at any of our establishments, and that we do not and will not permit our employees to perform their services, under our control, where segregated facilities are maintained. We understand and agree that a breach of this certification is a violation of the Equal Opportunity clause required by Executive order 11246, amended..

As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash room, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom or otherwise.

We, further, agree that (except where we have obtained identical certifications from offered subcontractors for specific time periods) we will obtain identical certifications from offered subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that we will retain such certification in our files; and that we will forward the following notice to such offered subcontractors (except where the offered subcontractors have submitted certifications for specific time periods):

NOTE TO PROSPECTIVE SUBCONTRACTORS OR REQUIREMENTS FOR CERTIFICATIONS OF NON-SEGREGATED FACILITIES. A Certificate of Non-segregated Facilities, as required by the 9 May 1967 order on Elimination of Segregated Facilities, by the Secretary of Labor (32 Fed. Reg. 7439, 19 May 1967), must be submitted prior to the award of a sub-contract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each sub-contract or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

The Contractor and subcontractors shall abide by the requirements of 41 CFR, Section 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

NOTE: Whoever knowingly and willfully makes any false, fictitious, or fraudulent representation may be liable to criminal prosecution under 18 U.S.C. 1001.

Attachment 3

CERTIFICATE OF NON-SEGREGATED FACILITIES SUBPART - CONTRACTOR'S AGREEMENTS

SEC. 202. Except in contracts exempted in accordance with Section 204 of this Order, all Government contracting agencies shall include in every Government contract hereafter entered into the following provisions:

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (3) The contractor will send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965 and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- (6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoiced as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (7) The contractor will include the provision of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase orders the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

SEC. 402 Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era:

- (1) The contractor agrees to comply with the affirmative action clause and regulation published by the US Department of Labor implementing Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974, as amended, and Executive Order 11701, which are incorporated in this certificate by reference.

Company: Palmdale Oil Company Inc.
Authorized Representative's Name: Lachlan Cheetham
Authorized Representative's Signature: [Signature]
Date: 5/12/2017

Attachment 4

COMPLIANCE AND CERTIFICATION OF GOOD STANDINGS

The parties shall at all times comply with all applicable ordinances, laws, rules and regulations of local, state and federal governments, or any political subdivision or agency, or authority or commission thereof, which may have jurisdiction to pass laws, ordinances, or make and enforce rules and regulations with respect to the parties.

Vendors shall certify below that they are in good standings to conduct business in the State of Florida. **The awardee of any contract resulting from this solicitation shall forward a certification of good standing.** The certifications must be submitted to the UCF Purchasing Department prior to providing any goods or services required under the resulting contract. Noncompliance with this provision may constitute rejection of proposal or termination of a contract at UCF's sole discretion.

CERTIFICATION

I certify that the company submitting an offer under this solicitation in is compliance with all applicable laws to conduct business in the State of Florida, is in good standings and will provide a certificate of good standings from the State of residence prior to initiating any performance under any contract resulting from this solicitation.

Company: Polandele Oil Company Inc.
Authorized Representative's Name: Lochlyn Chestham
Authorized Representative's Signature: [Signature]
Date: 5/12/2017



Procurement Services

ADDENDUM

IMPORTANT DOCUMENT – INVITATION TO BID ADDENDUM

ITB NUMBER: 1622MCSA OPENING DATE & TIME: May 15, 2017 at 3:00PM

ITB TITLE: Bulk Fuel, Gasoline, Diesel, Biodiesel and E85

ADDENDUM NUMBER: 1 ADDENDUM DATE: May 2, 2017

The purpose of this addendum is to answer questions asked during the open q/a period.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM AND RETURN IT WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH YOUR BID COULD RESULT IN REJECTION OF YOUR BID.

L. Cheatham
PROPOSERS SIGNATURE

Lachlen Cheatham
PRINT OR TYPE PROPOSER'S NAME

Palmdale O-I Company
COMPANY NAME

lach@palmdaleoil.com
EMAIL ADDRESS

1. Vendor Question: Can you provide information about tank sizes at the various locations so we can determine if the majority of deliveries will be via transport or tankwagon?

*UCF Answer: A spreadsheet showing tank sizes and locations has been added to the UCF Procurement Services website under ITB 1622MCSA.
<https://procurement.ucf.edu/solicitations/>*

2. Vendor Question: When is the anticipated award date?

UCF Answer: Bids are due on May 15, 2017 by 3:00PM. Internal review and approvals must be made by UCF and participating schools before the intended award is posted. The amount of time the review and approvals take is unknown, but typically award is posted within 2 weeks of the due date.

3. Vendor Question: Why have you chosen to be priced over DTN and not over the OPIS?

UCF Answer: For price auditing purposes. We were informed that OPIS prices are protected and only institutions with memberships can view them. DTN prices are listed on the state of Florida website.

ADDENDUM

IMPORTANT DOCUMENT – INVITATION TO BID ADDENDUM

ITB NUMBER: 1622MCSA OPENING DATE & TIME: May 15, 2017 at 3:00PM

ITB TITLE: Bulk Fuel, Gasoline, Diesel, Biodiesel and E85

ADDENDUM NUMBER: 2 ADDENDUM DATE: May 9, 2017

The purpose of this addendum is to add the following requirement for E85 FUEL:

- **The benchmark for E85 FUEL shall be the OPIS average daily rack rate. All other fuel types shall use DTN FastRacks average daily price as the benchmark.**

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM AND RETURN IT WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH YOUR BID COULD RESULT IN REJECTION OF YOUR BID.



PROPOSERS SIGNATURE

Lachlan Cheatham

PRINT OR TYPE PROPOSER'S NAME

Palmdate Oil Company

COMPANY NAME

lach@palmdateoil.com

EMAIL ADDRESS

ADDENDUM

IMPORTANT DOCUMENT – INVITATION TO BID ADDENDUM

ITB NUMBER: 1622MCSA OPENING DATE & TIME: May 15, 2017 at 3:00PM

ITB TITLE: Bulk Fuel, Gasoline, Diesel, Biodiesel and E85

ADDENDUM NUMBER: 3 ADDENDUM DATE: May 10, 2017

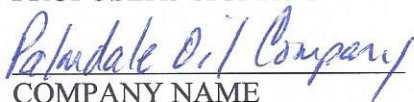
The purpose of this addendum is to clarify the extended price column on the bid sheet:

- **The extended price on the bid sheet is calculated by multiplying the quantity x the mark-up for each type of fuel. The markup should be a fixed price for the duration of the agreement, if awarded.**

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM AND RETURN IT WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH YOUR BID COULD RESULT IN REJECTION OF YOUR BID.



PROPOSERS SIGNATURE



COMPANY NAME



PRINT OR TYPE PROPOSER'S NAME



EMAIL ADDRESS

ADDENDUM

IMPORTANT DOCUMENT – INVITATION TO BID ADDENDUM

ITB NUMBER: 1622MCSA OPENING DATE & TIME: May 15, 2017 at 3:00PM

ITB TITLE: Bulk Fuel, Gasoline, Diesel, Biodiesel and E85

ADDENDUM NUMBER: 4 ADDENDUM DATE: May 10, 2017

The purpose of this addendum is to further clarify the pricing index for E85.

- **As listed in Addendum #2, E85 fuel is to be priced based on OPIS rack rates. If the E85 rate isn't available at a particular port, benchmark your markup based on the price as determined by the closest appropriate rack that prices E85.**

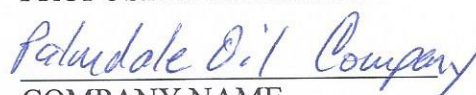
PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM AND RETURN IT WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH YOUR BID COULD RESULT IN REJECTION OF YOUR BID.



PROPOSERS SIGNATURE



PRINT OR TYPE PROPOSER'S NAME



COMPANY NAME



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