

Solicitation 669

Fuel Oil

Bid Designation: Public



Capitol Region Council of Governments

Bid 669 Fuel Oil

Bid Number 669
 Bid Title Fuel Oil
 Bid Start Date Feb 1, 2018 1:12:24 PM EST
 Bid End Date Feb 22, 2018 10:00:00 AM EST
 Question & Answer End Date Feb 19, 2018 3:00:00 PM EST

Bid Contact **Maureen Goulet**
 Purchasing Assistant
 Community Development
 860-522-2217 ext 237
 mgoulet@crcog.org

Contract Duration **365 days**
 Contract Renewal 1 annual renewal
 Prices Good for **Not Applicable**

Bid Comments **The Capitol Region Purchasing Council, on behalf of certain Capitol Region towns, boards of education, and agencies requests bids for the procurement of heating oil, ultra low sulfur diesel, biodiesel, and bio-heating fuel for the period commencing July 1, 2018 and ending June 30, 2019.**

Item Response Form

Item **669--01-01 - Town of Avon/BOE: #2 Heating Oil - 10,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 10,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Landfill, 281 Huckleberry Hill Road: tank size 275 gal; 1,000 gallons
 Fire Station #2, Secret Lake Road: tank size 500 gal; 1,500 gallons
 Fire Station #4, Huckleberry Hill Road: tank size 500 gal; 1,500 gallons
 Country Side Park, Huckleberry Hill Road: tank size 275 gal; 1,000 gallons
 Avon BOE Central Office, 34 Simsbury Road: tank size 2,000 gal; 5,000 gallons

Item **669--01-02 - Town of Avon/BOE: ULSD - 30,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 30,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Avon DPW, 11 Arch Road: 30,000 gallons
2 x 10,000 gallon above ground tanks

Item **669--02-01 - Town of Berlin: Winter Blend ULSD - 33,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 33,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

27 Townfarm Lane, Berlin - 6,000 gallon tank, 28,800 gallons
330 Southington Road - 1,000 gallon tank, 4,200 gallons
129 Patterson Way (Standby Generator)
241 Kensington Rd. (standby generator)

Item **669--03-01 - Town of Bloomfield: ULSD - 32,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 32,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

21 Southwood Drive, Bloomfield - 10,000 gallon tank, 32,000 gallons

Item **669--04-01 - Town of Bolton & BOE: Bio-Diesel B5 - 22,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Bio-Diesel B5 - 22,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Town of Bolton Highway & BOE - 22,000 gallons

Item **669--05-01 - Town of Canton: #2 Heating Oil - 29,500 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 29,500 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Cherry Brook School - 10,000 gallon tank, 23,000 gallons
 Town Hall, 4 Market Street - 3,000 gallon tank, 4,500 gallons
 WPCA Sewage Treatment Plant, 50 Old River Road - 1,000 gallon tank, 2,000 gallons

Item **669--05-02 - Town of Canton: ULSD - 19,800 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
ULSD - 19,800 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Highway Garage, 50 Old River Road - 2,000 gallon tank, 19,800 gallons

Item **669--06-01 - Capitol Region Education Council: #2 Heating Oil - 4,205 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 4,205 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Aerospace Elementary, 525 Brook Street, Rocky Hill, CT - 100 gallon tank, 100 gallons
 Aerospace High, 1101 Kennedy Rd., Windsor - 1,400 gallon tank, 1,400 gallons
 Aerospace High, 1101 Kennedy Rd., Windsor - 300 gallon tank, 300 gallons
 Discovery Academy, 176 Cumberland Ave., Wethersfield - 400 gallon tank, 400 gallons
 Public Safety Academy, 1617 King St., Enfield - 740 gallon tank, 740 gallons
 Reggio, 59 Waterville Rd., Avon - 415 gallon tank, 415 gallons
 Two Rivers Middle School, 337 East River Drive, East Hartford - 450 gallon tank, 450 gallons

Item **669--07-01 - Town of Cheshire: Bio-Diesel B5 - 31,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Bio-Diesel B5 - 31,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

On-call delivery for all locations
 Public Works Garage, 1286 Waterbury Rd. - 24,000 gallons
 Wastewater Treatment Plant Facility, 1325 Cheshire St. - 7,000 gallons

Item **669--07-02 - Town of Cheshire: ULSD 3,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD 3,500 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Fire Headquarters, 250 Maple Ave - 3,500 gallons - automatic delivery

Item **669--07-03 - Town of Cheshire: #2 Heating Oil - 31,750 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 31,750 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

The Yellow House Teen Center, 554 South Main Street - 275 gallon tank, 750 gallons - automatic delivery
 Fire House #2, 1511 Byam Road - 550 gallon tank, 500 gallons - automatic delivery
 Fire House #2, 1511 Byam Road - 275 gallon tank, 500 gallons - automatic delivery
 Public Works Garage, 5 Bay Building, 1286 Waterbury Road - 2 x 275 gallon tanks, 1,000 gallons - automatic delivery
 Public Works Garage, 8 Bay Building, 1286 Waterbury Road - 2 x 275 gallon tanks, 1,000 gallons - automatic delivery
 Cheshire Performing Arts Place, 1220 Waterbury Road - 500 gallon tank, 1,800 gallons - automatic delivery
 Parks and Recreation Garage, 1304 Waterbury Road - 275 gallon tank, 500 gallons - automatic delivery
 Parks and Recreation Garage, 1304 Waterbury Road - 500 gallon tank, 500 gallons - automatic delivery
 Public Works Garage, 1286 Waterbury Road - 6,500 gallon tank, 5,000 gallons - automatic delivery
 Wastewater Treatment Plant Facility, 1325 Cheshire Street - 4,000 gallon tank, 18,000 gallons - on-call delivery
 Art's Place Garage Facility, 1300 Waterbury Road, 275 gallon tank, 200 gallons, automatic delivery
 Police HQ, 500 Highland Avenue - 3,000 gallon tank, 2,000 gallons

Item **669--08-01 - Cheshire BOE: #2 Heating Oil - 52,000 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 52,000 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Darcey Elementary School, 1686 Waterbury Road - on call 10,000 gallon tank, 12,000 gallons. On-call delivery
 Doolittle Elementary School, 735 Cornwall Avenue - on call 10,000 gallon tank, 24,000 gallons. On-call delivery
 Norton Elementary School, 414 North Brooksvale Road - on call 8,000 gallon tank, 16,000 gallons. On-call delivery

Item **669--08-02 - Cheshire BOE: ULSD - 76,000 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
ULSD - 76,000 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Bus Depot, 157 Sandbank Road - 8,000 gallon tank, 76,000 gallons

Estimated diesel amount if bus company does not buy fuel and does not require 90% diesel/10% kerosene mixture from November 1st through February 28th of this school year.

Item **669--09-01 - Town of Coventry: Winter Blend ULSD - 5,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 5,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Coventry Central Station, 1755 Main Street, 6,000 gallon tank, 5,000 gallons

Item **669--09-02 - Town of Coventry: Premium ULSD - 37,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Premium ULSD - 37,500 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Bus Depot, 138 Main Street - 37,500 gallons

Item **669--09-03 - Town of Coventry: #2 Heating Oil - 43,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 43,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

DPW, 100 Olsen Farm Road - 1,000 gallon tank, 5,000 gallons
 North Coventry Fire, 3427 Main Street, 1,000 gallon tank, 3,000 gallons
 South Coventry Sub, 1645 Main Street, 275 gallon tank, 1,000 gallons
 Library, 2,000 gallon tank, 3,000 gallons
 Coventry Grammar and Robertson Schools, 25,000 gallons
 WPCA, 395 Main Street, 1,000 gallon tank, 6,000 gallons

Item **669--09-04 - Town of Coventry: Summer Blend ULSD - 6,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Summer Blend ULSD - 6,500 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Coventry Central Station, 1755 Main Street, 6,000 gallon tank, 6,500 gallons

Item **669--36-01 - Town of Cromwell : ULSD - 35,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 35,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works, 20 James Martin Drive - 4,000 gallon tank, 35,000 gallons

Item **669--10-01 - Town of East Haddam: #2 Heating Oil - 78,200 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 78,200 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Grange Hall, 488 Town Street, East Haddam - 275 gallon tank, 1,500 gallons
 Town Office Building, 7 Main Street, East Haddam - 275 gallon tank, 1,0500 gallons
 River House, 7 Main Street, East Haddam - 275 gallon tank, 500 gallons
 Company #1 Fire House, 440 Town Street, East Haddam - 330 gallon tank, 2,000 gallons
 Company #2 Fire House, 44 W. F. Palmer Road, Moodus - 550 gallon tank, 1,400 gallons
 Company #3 Fire House, 260 Haywardville Road, Colchester - 550 gallon tank, 800 gallons
 Rathbun Free Memorial Library, 36 Main Street, East Haddam - 1000 gallon tank, 4,000 gallons
 East Haddam Elementary School, 45 Joe Williams Rd., Moodus - 6,000 gallon tank, 20,000 gallons
 Nathan Hale-Ray Middle School, 73 Clark Gates Road, Moodus - 15,000 gallon tank, 22,000 gallons
 Nathan Hale Ray High School, 15 School Drive, Moodus - 15,000 gallon tank, 25,000 gallons
 TOTAL: 78,200 gallons

Item **669--10-02 - Town of East Haddam: ULSD - 65,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 65,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Town Garage, 28 Mt. Parnassus Rd/Hood Lane - 4,000 gallon tank, 64,000 gallons
 Transfer Station, 39 Nichols Rd., Moodus - 500 gallon tank, 1,000 gallons

Item **669--11-01 - Town of Ellington : #2 Heating Oil - 8,500 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 8,500 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Center Fire Dept., 29 Main St: 2,000 gallon tank, 4,000 gallons
 Crystal Lake Fire House, 316 Sandy Beach Rd.: 1,000 gallon tank, 3,000 gallons
 P.W. Storage Garage, 21 Main St.: 1,000 gallon tank, 1,000 gallons
 BOE Maintenance Facility, 21 Main St.: 250 gallon tank, 500 gallons

Item **669--11-02 - Town of Ellington : B5 Bio Diesel - 26,000 gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
B5 Bio Diesel - 26,000 gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works DPW Facility, 21 Main St., 5,000 gallon tank, 26,000 gallons

Item **669--12-01 - Town of Enfield & BOE: #2 Heating Oil - 10,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 10,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

WPC, 90 Parsons Road - 2,000 gallon tank, 6,000 gallons
 WPC Old Plant, 90 Parsons Road - 500 gallon tank 2,000 gallons
 Adult Day Center, 1A Beech Road - 500 gallon tank, 2,000 gallons
 TOTAL: 10,000 gallons

Item **669--12-02 - Town of Enfield & BOE: ULSD -137,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD -137,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

SEJ Public Works Complex, 40 Moody Road - 10,000 gallon tank, 63,000 gallons - Normal seasonal adjustments at terminals expected. Deliveries 6:30 a.m. through 10:30 p.m., M-F
 SEJ Public Works Complex, 40 Moody Road - 10,000 gallon tank, 63,000 gallons - Normal seasonal adjustments at terminals

expected. Deliveries 6:30 a.m. through 10:30 p.m., M-F
 WPC Main Plant, 90 Parsons Road - 2,500 gallon tank, 10,000 gallons
 WPC Generator, 90 Parsons Road, 1,000 gallon tank, 1,000 gallons
 TOTAL: 137,000 GALLONS

Item 669--12-03 - Town of Enfield & BOE: Winter Blend ULSD - 47,000 gallons

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 47,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Smyth Bus Company, 25 Depot Hill Road - 8,000 gallon tank, 47,000 gallons.
 Deliveries accepted between 5am and 5pm except as noted: 6am-7:40 am and 3pm-4:40 pm, when buses are leaving/arriving in the compound.

Item 669--12-04 - Town of Enfield & BOE: Summer Blend ULSD - 47,000 gallons

	Option A: Differential	Option B: Fixed Mark-Up
Summer Blend ULSD - 47,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Smyth Bus Company, 25 Depot Hill Road - 8,000 gallon tank, 47,000 gallons.
 Deliveries accepted between 5 am and 5pm, except as noted: 6:00 - 7:40 a.m. and 3:00 -4:40 p.m., when buses are leaving/arriving in compound

Item 669--13-01 - Town of Farmington: #2 Heating Oil - 15,800 Gallons

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 15,800 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Police Station, 319 New Britain Avenue - 4000 gallon tank, 150 gallons
 Senior/Community Center, 321 New Britain Avenue - 2000 gallon tank, 150 gallons
 Unionville Museum, 15 School Street - 275 gallon tank, 1,000 gallons
 Tunxis Hose Fire Station, 11 School Street - 1,000 gallon tank, 3,100 gallons
 Southwest Fire Station, 2 Westwoods Drive - 2,500 gallon tank, 3,200 gallons
 Stonehouse, 7 Westwoods Drive - 4,000 gallon tank, 1,800 gallons
 East Farms Fire Station, 94 South Street - 1,000 gallon tank, 3,600 gallons
 Staples House, 2 Monteith Drive - 550 gallon tank, 2,900 gallons
 TOTAL: 15,800 GALLONS

Item 669--13-02 - Town of Farmington: Winter Blend Ultra Low Sulfur Diesel - 32,000 Gallons

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Winter Blend Ultra Low Sulfur Diesel - 32,000 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

* Diesel must be Clear not dyed.

Highway Garage 544 New Britain Avenue - 10,000 gallon tank, 32,000 gallons.

Item **669--13-03 - Town of Farmington: Summer Blend Ultra Low Sulfur Diesel - 122,500 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Summer Blend Ultra Low Sulfur Diesel - 122,500 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

The diesel fuel herein specified shall be hydrocarbon oils, free from acid, grit, salt water and fibrous or other foreign matter, and shall conform to the requirements of ASTM D975 latest revision. Vendor(s) shall be responsible for ensuring the cold weather, trouble-free operation of equipment/vehicles. The addition of cold-flow additives, in accordance with industry standards, will therefore be required to meet such blending requirements at no additional cost.

Highway Garage, 544 New Britain Avenue - 10,000 gallon tank, 121,000 gallons.

Westwood Golf Course, Westwoods Drive - 500 gallon tank, 1500 gallons

Undyed; product must be clear

TOTAL: 122,500 GALLONS

Item **669--14-01 - Town of Glastonbury: #2 Heating Oil, 7,600 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil, 7,600 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Dog Pound, 1090 New London Tpk - 225 gallon tank, 600 gallons

Parks & Rec, 1086 New London Tpk - 2,000 gallon tank, 3,000 gallons

Police Range, 2380 New London Tpk (in basement) - 275 gallon tank, 500 gallons

Board of Education:

Field House, 1086 New London Tpk - 2,000 gallon tank, 3,500 gallons

TOTAL GALLONS: 7,600 GALLONS

Item **669--14-02 - Town of Glastonbury: Premium ULSD - 425 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Premium ULSD - 425 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

High Street Pump Station, 125 High St., - 500 gallon above ground tank, 50 gallons
 Hubbard Pump Station, 15 Hubbard St. - 170 gallon tank, 50 gallons
 Matson Hill Pump Station, 35 Matson Hill Rd - 500 gallon above ground tank, 50 gallons
 Parker Terrace Station, 30 Park Terrace - 500 gallon above ground tank, 75 gallons
 Smith Pump Station, 1620 Main St. - 170 gallon tank, 50 gallons
 Water Pollution Control Facility, 2149 Main Street - 2,000 gallon above ground tank, 150 gallons
 TOTAL GALLONS: 425 GALLONS

Item **669--14-03 - Town of Glastonbury: Biodiesel B5 - 191,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Biodiesel B5 - 191,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Bulky Waste, Tryon St - 1,000 gallon tank, 3,500 gallons
 Highway Garage, 2380 New London Tpk - 8,000 gallon tank, 45,000 gallons
 Fire Co. #1, 2825 Main Street - 1,000 gallon tank, 9,000 gallons
 Fire Co. #4, Manchester Rd. - 500 gallon tank, 1,500 gallons
 BOE:
 Bus Yard, 311 Oakwood Drive - 10,000 gallon above ground tank, 132,000 gallons
 TOTAL: 191,000 GALLONS

Item **669--15-01 - Town of Manchester & BOE: #2 Heating Oil - 27,100 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 27,100 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Cemetery, 240 East Center St. - 275 gallon tank, 600 gallons
 Off. Neighborhood & Families, 153 Spruce Street - 2x330 tanks, 1,500 gallons
 Mary Cheney, 586 Main St. - 2,500 gallon tanks, 5,500 gallons
 Maintenance, 260 Garden Grove - 500 gallon tank, 1,300 gallons
 New Seasons (Arts & Crafts), 241 Garden Grove - 1,000 gallon tank, 3,000 gallons
 Nike Pre, 255 Garden Grove - 1,000 gallon tank, 2,000 gallons
 Nike Rifle, 281 Garden Grove - 1,000 gallon tank, 3,500 gallons
 Nike Teen Center, 280A Garden Grove - Two 330 gallon tanks, 800 gallons
 Nike ballet, 280 Garden Grove - Two 330 gallon tanks, 1,800 gallons
 Rec office, 39 Lodge Dr. - 275 gallon tank, 600 gallons
 Northwest Pk Blg 1 (Rec), 448 Tolland Tpke. - 1,000 gallon tank, 1,300 gallons
 Northwest Pk Blg 2 (Main), 448 Tolland Tpke. - Two 330 gallon tanks, 1,600 gallons
 New Youth Svcs., 63 Linden St. - 330 gallon tank, 1,600 gallons
 B&G Office (Grange), 325 Olcott St. - Two 275 gallon tanks, 2,000 gallons

Item **669--15-02 - Town of Manchester & BOE: Premium ULSD - 218,000 gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
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Premium ULSD - 218,000 gallons			
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Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Highway Garage, 263 Olcott St. - Two 10,000 gallon tanks, 105,000 gallons
 Water Department, 125 Spring Street - 10,000 gallon tank, 20,000 gallons
 Sewer Department, 120 Thrall Road, 6,000 gallon tank, 3,000 gallons
 BOE, 5 Glen Road, 5,000 gallon tank, 90,000 gallons
 For ULSD, the Town wants one price for product for the year. For the period starting November 1 through March 30, all ULSD deliveries shall be a product blended with the additive for winter use.

Item **669--16-01 - City of Middletown: #2 Heating Oil - 44,800 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 44,800 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Bus Garage, City Yard, 485 Washington Street - 2,000 gallon tank, 9,200 gallons
 Tradesman Building, City Yard, 485 Washington Street - 2,000 gallon tank, 2,500 gallons
 Landfill, 80 Johnson Ave - 275 gallon tank, 800 gallons
 Parks Dept., Butternut St - 1,500 gallon tank, 6,000 gallons
 Vets Pool, Walnut Grove - 2 (275) 1,000 gallons
 Beacon Water Treatment Plant, Meriden Road - 2,000 gallon tank, 8,500 gallons
 Roth Water Treatment Plan, River Road - 3,000 gallon tank, 15,000 gallons
 Emergency Management, Randolph Road - 275 gallon tank, 1,800 gallons
 TOTAL: 44,800 GALLONS

Item **669--16-02 - City of Middletown: ULSD - 78,525 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 78,525 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

City Yard, 485 Washington Street - 10,000 gallon tank, 57,000 gallons
 Landfill, 80 Johnson Street - 300 gallon tank, 12,000 gallons
 Fire Department, Cross Street - 1,500 gallon tank, 9,000 gallons
 Police Department, Main Street - 1,000 gallon tank, 525 gallons
 TOTAL: 78,525 GALLONS

Item **669--17-01 - Middletown BOE: #2 Heating Oil - 143,400 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 143,400 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Woodrow Wilson Middle School, (right) - 15,000 gallon tank, 16,000 gallons
 Woodrow Wilson Middle School, (rear) - 10,000 gallon tank, 33,000 gallons
 Woodrow Wilson Middle School (south) - 5,000 gallon tank, 6,400 gallons
 Farm Hill Elementary School - 10,000 gallon tank, 24,000 gallons
 MacDonough Elementary School, 66 Spring Street - 5,000 gallon tank, 20,000 gallons
 Moody Elementary School, 300 Country Club Road - 10,000 gallon tank, 15,000 gallons
 Spencer Elementary School, 207 Westfield Street - 10,000 gallon tank, 22,000 gallons
 Maintenance & Tech Building - 2,000 gallon tank, 5,000 gallons
 Administrative Annex, 310 Hunting Hill Ave. - 1,000 gallon tank, 1,200 gallons
 Hall House, 425 Hunting Hill Ave - 275 gallon tank, 800 gallons
 TOTAL: 143,400 GALLONS

Item **669--17-02 - Middletown BOE: ULSD - 114,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 114,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Tanks on DATTCO property on Tuttle Road in Middletown - 114,000 gallons
 TOTAL: 1114,000 GALLONS

Item **669--18-01 - City of New London: #2 Heating Oil - 6,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 6,500 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

City Hall, 181 State Street - 2 x 300 gallon tanks, 6,250 gallons
 Shaw's Cove Pump Station, 440 Bank Street - 6,000 gallon tank, 250 gallons

Item **669--18-02 - City of New London: ULSD - 85,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 85,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works Complex, 109 Crystal Avenue - 7,000 gallon tank, 84,000 gallons
 Shaw's Cove pump Station, 440 Bank Street - 250 gallon tank, 1,000 gallons

Item **669--19-01 - Town of Newington: Ultra Low Sulfur Diesel - 79,000 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Ultra Low Sulfur Diesel - 79,000 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Highway Garage, 281 Milk Lane - 5,400 gallon tank, 79,000 gallons
 The BOE tank on Garfield Street is off line. It is anticipated that there will be a second delivery location that will come online within the Town of Newington during the course of this contract, and that some of the 79,000 gallons of anticipated usage will be delivered to that second location. The contractor will be required to supply metered drops on all deliveries to the Town.

Item **669--20-01 - Town of Newtown: #2 Heating Oil - 68,600 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 68,600 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works Department, 4 Turkey Hill Road - 1,000 gallon tank, 7,000 gallons
 Multi-Purpose Center, 14 Riverside Road, Sandy Hook - 1,000 gallon tank, 4,000 gallons
 Sandy Hook Fire, 18 Riverside Road, Sandy Hook - 1,000 gallon tank, 4,500 gallons
 Botsford Fire, 313-315 South Main Street - 2 x 275 gallon tanks, 800 gallons
 Underwater Search & Rescue, 28A Riverside Road, Sandy Hook - 275 gallon tank, 300 gallons
 School Maintenance Shop, Trades Lane - 660 gallon tank, 4,000 gallons
 Hawley School, 29 Church Hill Rd. - 10,000 gallon tank, 9,000 gallons
 Head O'Meadow School, 94 Boggs Hill Rd - 10,000 gallon tank, 28,000 gallons
 Reed Intermediate School, Trades Lane - 20,000 gallon tank, 4,000 gallons
 Newtown High School, 12 Berkshire Road, Sandy Hook - 20,000 gallon tank, 4,000 gallons
 Newtown High School Domestic Hot Water Heater - 550 gallon tank, 3,000 gallons

Item **669--20-02 - Town of Newtown: Winter Blend ULSD - 2,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 2,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Hawleyville Fire, 34 Hawleyville Rd - 2 x 275 gallon tanks, 2,000 gallons

Item **669--21-01 - Town of North Branford: #2 Fuel Oil - 9,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Fuel Oil - 9,500 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Fire Department, Company #2, 1370 Middletown Ave, Northford - 1,000 gallon tank, 2,125 gallons
 Public Works, 290 Forest Rd., Northford - 1,000 gallon tank, 2,500 gallons
 Police Department, 260 Forest Rd., Northford - 2,000 gallon tank, 1,250 gallons
 Fire Department, Company #3, 1958 Middletown Ave., Northford - 1,000 gallon tank, 1,900 gallons
 Fire Department, Ambulance Bldg - 330 gallon tank, 1,725 gallons
 TOTAL: 9,500 GALLONS

Item **669--21-02 - Town of North Branford: ULSD - 22,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 22,500 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Fire Department (gets delivered to Public Works)- 7,500 gallons
 Public Works, 290 Forest Rd., Northford - 5,000 gallon tank, 15,000 gallons
 TOTAL: 22,500 GALLONS

Item **669--22-01 - Town of Plainville: Ultra Low Sulfur Diesel - 39,500 gallons**

	Option A: Differential	Option B: Alternate Fixed Mark-Up	N/A
Ultra Low Sulfur Diesel - 39,500 gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Police Dept. Generator, 19 Neal Ct. - 1,150 gallon tank, 600 gallons
 Municipal Center Generator, 1 Central Square - 500 gallon tank, 200 gallons
 Firehouse Generator, 77 West Main St. - 300 gallon tank, 200 gallons
 Norton Park Maint Garage, South Washington St. (front) - 500 gallon tank, 2,000 gallons
 Roadways Dept., Granger Ln. - 6,000 gallon tank, 36,000 gallons
 WPC Plant Generator, Cronk Rd. - 3,000 gallon tank, 500 gallons
 TOTAL: 39,500 GALLONS

Item **669--22-02 - Town of Plainville: #2 Heating Oil - 14,800 gallons**

	Option A: Differential	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 14,800 gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Dog Pound, Granger Lane - 1,000 gallon tank, 1,800 gallons
 Historic Center, 29 Pierce Street - 1,000 gallon tank, 1,500 gallons
 Norton Park Maintenance Garage, South Washington St. (rear) - 2,000 gallon tank, 3,000 gallons

WPC Plant, Cronk Road - 10,000 gallon tank, 7,500 gallons
 WPC Plant, Cronk Road - 330 gallon tank, 1,000 gallons
 TOTAL: 14,800 GALLONS

Item **669--23-01 - Portland Housing Authority: #2 Heating Oil - 22,000 gallons**

	Option A: Differential	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 22,000 gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Building A 1756G - 2,000 gallon tank
 Building B1 1754E - 2,000 gallon tank
 Building B2 1757H - 2,000 gallon tank
 Building C 1755F - 2,000 gallon tank
 Building D 1752C - 2,000 gallon tank
 Building E 1758I - 2,500 gallon tank
 22,000 gallons for the combined locations

Item **669--24-01 - Town of Portland: #2 Heating Oil - 7,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 7,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Firehouse #3, 169 Great Hill Road - 330 gallon tank, 1,400 gallons
 Highway Garage, 505 Glastonbury Turnpike - 2 x 330 gallon tanks, 4,750 gallons
 Portland Animal Shelter, 5 Lower Main Street - 330 gallon tank, 500 gallons
 Resource Recovery Facility, 39 Sand Hill Road - 275 gallon tank, 350 gallons
 TOTAL: 7,000 GALLONS

Item **669--24-02 - Town of Portland: ULSD, Dyed - 45,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD, Dyed - 45,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Highway Garage, 505 Glastonbury Turnpike - 3,000 gallon tank, 44,000 gallons
 Sewage Treatment Plant, 3 Lower Main Street - 1,000 gallon tank, 1,000 gallons
 TOTAL: 45,000 GALLONS

Item **669--25-01 - Town of Rocky Hill: #2 Heating Oil - 1,200 Gallons**

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	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 1,200 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Kennedy House, 673 Old Main Street - 275 gallon tank, 1,200 gallons
 all locations are on-call delivery
 TOTAL: 1,200 GALLONS

Item **669--25-02 - Town of Rocky Hill: Premium ULSD - 52,000 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Premium ULSD - 52,000 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Highway Garage, Old Forge Road - 4,000 gallon tank, 48,000 Gallons automatic delivery
 Parks Garage, Parsonage Street - 500 gallon tank, 4,000 gallons * automatic delivery,

TOTAL: 52,000 GALLONS

Item **669--26-01 - Town of Somers: #2 Heating Oil - 94,715 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 94,715 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Elementary School, 4 Vision Blvd - 10,000 gallon tank, 33,000 gallons
 High School, 5 Vision Blvd - 20,000 gallon tank, 36,500 gallons
 Maintenance Building, 3 Vision Blvd - 275 gallon tank, 850 gallons
 Library, 50 Vision Blvd - 3,000 gallon tank, 2,400 gallons
 Fire Department, 400 Main Street - 2,500 gallon tank, 8,650 gallons
 Town Hall, 600 Main Street - 660 gallon tank, 6,000 gallons
 Piedmont Hall, 604 Main Street - 275 gallon tank, 300 gallons
 Kibbe Fuller, 619 Main Street - 660 gallon tank, 6,000 gallons
 Historical Society, 11 Battle Street - 275 gallon tank, 1,000 gallons
 Public Works Department, 93 Egypt Road - 2,000 gallon tank, 7,000 gallons
 Recycling Center, 127 Egypt Road - 275 gallon tank, 800 gallons

Item **669--26-02 - Town of Somers: ULSD - 1,225 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 1,225 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Maintenance Building, 3 Vision Blvd - 275 gallon tank, 800 gallons
 Park Maintenance Building, 96 Field Road - 275 gallon tank, 425 gallons

Item **669--26-03 - Town of Somers: Winter Blend ULSD - 22,400 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 22,400 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Field Road Fuel Island, 18 Field Road - 4,000 gallon tank, 16,000 gallons
 High School Generator, 5 Vision Blvd - 400 gallon tank, 400 gallons
 Public Works Department, 93 Egypt Road - 4,000 gallon tank, 6,000 gallons

Item **669--26-04 - Town of Somers: Summer Blend ULSD - 22,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Summer Blend ULSD - 22,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Field Road Fuel Island, 18 Field Road - 4,000 gallon tank, 16,000 gallons
 Public Works Department, 93 Egypt Road - 4,000 gallon tank, 6,000 gallons

Item **669--27-01 - Town of South Windsor: ULSD - 28,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 28,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

157 Burgess Road, South Windsor - 10,000 gallon tank, 28,000 gallons

Item **669--28-01 - Town of Suffield: #2 Heating Oil - 1,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 1,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Dog Pound, 44 Ffyer Street - 275 gallon tank, 750 gallons
 Water Pollution Control Authority - 250 gallon tank, 250 gallons
 TOTAL: 1,000 GALLONS

Item **669--28-02 - Town of Suffield: ULSD - 1,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 1,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Generators:
 844 East Street South, 4,000 gallon tank
 873 Thompsonville Rd., 500 gallon tank
 River Blvd., 275 gallon tank
 Fair Hill Lane, 275 gallon tank
 Landing Circle, Suffield Meadows - 250 gallon tank
 Woodbridge Pump Station, 100 gallon tank
 TOTAL: 1,000 GALLONS

Item **669--28-03 - Town of Suffield: ULSD (for vehicles) - 67,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD (for vehicles) - 67,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Landfill, 2715 Mountain Rd., - 400 gallon tank, 4,000 gallons
 Highway, 42 Ffyer Place - 6,000 gallon tank, 63,000 gallons
 TOTAL: 67,000 GALLONS

Item **669--29-01 - Town and BOE of Tolland: #2 Heating Oil - 75,952 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 75,952 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Gehring Road Fire House #340, 247 Gehring Road - 400 gallon tank, 2,000 gallons, automatic delivery, inside building

Highway Garage, 118 Old Post Road - 1,000 gallon tank, 5,1000 gallons, automatic delivery, above ground
 Rhodes Fire House #240, 3 Rhodes Rd. - 1,000 gallon tank, 1,000 gallons, automatic delivery, above ground
 Old Town Hall, 22 Tolland Green - 275 gallon tank, 925 gallons, automatic delivery, inside
 Tolland Jail Museum, 62 Tolland Green - 1,000 gallon tank, 1,200 gallons, automatic delivery, underground
 Parks & Facilities, 120 Cider Mill Rd. - 1,000 gallon tank, 1,500 gallons, automatic delivery, above ground
 Fire Station #140, 64 Crystal Lake Rd. - 1,000 gallon tank, 3,000 gallons, automatic delivery, above ground
 Senior Center, 674 Tolland Stage Rd. - 1,000 gallon tank, 3,227 gallons, automatic delivery, underground
 Birch Grove Primary School, 247 Rhodes Rd. - 10,000 gallon tank, 24,000 gallons, automatic delivery, 12 months, underground tank
 Tolland High School, 1 Eagle Way - 10,000 gallon tank, 34,000 gallons, automatic delivery, 12 months, underground tank

Item 669--29-02 - Town and BOE of Tolland: ULSD - 124,310 gallons

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 124,310 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Highway Garage, 118 Old Post Rd. - 7,000 gallon tank, 123,060 gallons, automatic delivery, above ground tank, winter blend required 11/15-3/15
 Birch Grove Primary School, 247 Rhodes Rd. - 10,000 gallon tank, 250 gallons, automatic delivery, 12 months, underground tank, winter blend diesel required for generator 10/1 - 3/15
 Tolland High School, 1 Eagle Way - 10,000 gallon tank, 1,000 gallons, automatic delivery, 12 months, underground tank, winter blend diesel required for generator 10/1 - 3/15

Item 669--30-01 - Town of Waterford: #2 Heating Oil - 14,000 Gallons

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 14,000 Gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works, 1000 Hartford Road - 6,000 gallon tank, 14,000 gallons

Item 669--30-02 - Town of Waterford: ULSD - 120,000 Gallons

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 120,000 Gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works, 1000 Hartford Road - 8,000 gallon tank, 90,000 gallons
 Police Department 41 Avery Lane - 4,000 gallon tank, 20,000 gallons
 Cohanzie Fire, 53 Dayton Rd. - 6,000 gallon tank, 10,000 gallons

Item **669--30-03 - Town of Waterford: Winter Blend ULSD - 20,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 20,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Public Works, 1000 Hartford Road - 10,000 gallon tank, 20,000 gallons

Item **669--31-01 - Town of West Hartford: #2 Heating Oil - 6,650 gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 6,650 gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Fairview Cemetery, 200 Whitman Avenue - 275 gallon tank, 400 gallons
 Rockledge Golf Course Maintenance, 289 South Main Street - 2x275 gallon tanks, 1,900 gallons
 Westmoor Park Barn, 119 Flagg Road (1) - 275 gallon tank, 650 gallons
 Westmoor Park Office, 119 Flagg Road (2) - 2x330 gallon tanks, 2,500 gallons
 Westmoor Park House, 119 Flagg Road (3) - 275 gallon tank, 1,200 gallons
 TOTAL: 6,650 GALLONS

Item **669--31-02 - Town of West Hartford: ULSD - 39,450 gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
ULSD - 39,450 gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Beachland Park Garage, 847 South Quaker Lane - 275 gallon tank, 1,200 gallons
 Buena Vista Maintenance, 37 Buena Vista Road - 275 gallon tank, 750 gallons
 Fairview Cemetery, 200 Whitman Avenue - 330 gallon tank, 1,750 gallons
 Rockledge Golf Course Maintenance, 289 South Main Street - 1,000 gallon tank, 2,500 gallons
 Fire Station #2, 20 Brace Road - 1,000 gallon tank, 9,500 gallons
 Fire Station #3, 1068 New Britain Avenue - 1,000 gallon tank, 7,500 gallons
 Fire Station #4, 2458 Albany Avenue - 1,000 gallon tank, 7,500 gallons
 Fire Station #4 Generator, 2458 Albany Avenue - 250 gallon tank, 2150 gallons
 Fire Station #5, 58 Berkshire Road - 1,000 gallon tank, 7,500 gallons
 Elmwood Community Center Generator, 1106 New Britain Avenue - 1,000 gallon tank, 500 gallons
 Police Department Generator, 103 Raymond Road - 1,000 gallon tank, 500 gallons
 TOTAL: 39,540 GALLONS

Item **669--32-01 - Town of Weston: #2 Heating Oil - 4,500 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
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#2 Heating Oil - 4,500 gallons

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

47 Norfield Road, 330 gallon tank, 1,500 gallons
 Fire House, 234 Lyons Plain Road, 330 gallon tank, 2,000 gallons
 Iva More Cottage, 16 Deer Path Lane, 275 gallon tank, 1,000 gallons

Item **669--32-02 - Town of Weston: ULSD - 23,400 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 23,400 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

5 School Road, 8,000 gallon tank, 20,000 gallons
 78 Old Hyde Road, 3,000 gallon tank, 3,100 gallons
 237 Godfrey Road East, 600 gallon tank, 400 gallons

Item **669--32-03 - Town of Weston: Winter Blend ULSD - 26,800 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 26,800 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

5 School Road, 8,000 gallon tank, 17,000 gallons
 78 Old Hyde Road, 3,000 gallon tank, 9,000 gallons
 237 Godfrey Road East, 600 gallon tank, 800 gallons
 TOTAL: 26,800 GALLONS

Item **669--33-01 - Town of Wethersfield: Ultra Low Sulfur Diesel - 77,000 Gallons**

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Ultra Low Sulfur Diesel - 77,000 Gallons			

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Town Garage, 100 Marsh St - 6,000 gallon tank, 34,000 gallons
 Fire House #3, Kelleher Court - 2,000 gallon tank, 5,000 gallons
 60 Belamose Ave, Rocky Hill - 2,800 gallon tank, 38,000 gallons
 TOTAL: 77,000 GALLONS

Item **669--34-01 - Town of Windsor: Bio-Diesel B5 - 142,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Bio-Diesel B5 - 142,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

DPW, 99 Day Hill Road, Windsor, CT - 12,000 gallon tank, 120,000 gallons
 Landfill, 500 Huckleberry Road, Windsor, CT - 2,000 gallon tank, 22,000 gallons
 TOTAL: 142,000 GALLONS BIO-DIESEL B5

Item **669--35-01 - Town of Windsor Locks: #2 Heating Oil - 14,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
#2 Heating Oil - 14,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

High School, South Elm Street - 20,000 gallon tank, 3,500 gallons
 Middle School, Center Street - 10,000 gallon tank, 3,500 gallons
 SS South Elm Street - 10,000 gallon tank, 3,500 gallons
 NS - North Street - 10,000 gallon tank, 3,500 gallons

Item **669--35-02 - Town of Windsor Locks: ULSD - 18,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
ULSD - 18,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

BOE, Smyth Bus, Stanton Rd - 18,000 gallons

Item **669--35-03 - Town of Windsor Locks: Winter Blend ULSD - 9,000 gallons**

	Option A: Differential	Option B: Fixed Mark-Up
Winter Blend ULSD - 9,000 gallons		

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

BOE, Smyth Bus, Stanton Rd. - 9,000 gallons

Item 669--37-01 - Town of Middlebury: #2 Heating Oil - 16,250 Gallons

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
#2 Heating Oil - 16,250 Gallons			

Delivery Location Capitol Region Council of Governments

No Location Specified

Qty 1

Description

The fuel oil described herein shall be suitable for heating schools and public buildings and shall adhere to the STANDARD SPECIFICATIONS FOR FUEL OILS - ASTM D396 In addition, the fuel shall be free of any undesirable substances in quantities sufficient to cause damage to or improper operation of the burners.

Library, Crest Road - 1,500 gallon tank, 5,800 gallons
 Fire Department, 1 Tucker Hill Rd. - 5,000 gallon tank, 9,000 gallons
 Historical Society, 4 Library Road - 330 gallon tank, 1,450 gallons
 TOTAL: 16,250 GALLONS

Item 669--37-02 - Town of Middlebury: Ultra Low Sulfur Diesel - 18,000 Gallons

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Ultra Low Sulfur Diesel - 18,000 Gallons			

Delivery Location Capitol Region Council of Governments

No Location Specified

Qty 1

Description

The diesel fuel herein shall be hydrocarbon oils, free from acid, grit, salt water and fibrous or other foreign matter, and shall conform to the requirements of ASTM D975 of latest revision.

Public Works, 1 Service Road - 2 x 3,000 gallon tanks, 15,000 gallons
 Fire Department, 1 Tucker Hill Rd. - 1,000 gallon tank, 3,000 gallons
 TOTAL: 18,000 GALLONS

Item 669--37-03 - Town of Middlebury: Winter Blend ULSD - 6,700 gallons

	Option A: Differential Pricing	Option B: Alternate Fixed Mark-Up	N/A
Winter Blend ULSD - 6,700 gallons			

Delivery Location Capitol Region Council of Governments

No Location Specified

Qty 1

Description

The diesel fuel herein shall be hydrocarbon oils, free from acid, grit, salt water and fibrous or other foreign matter, and shall conform to the requirements of ASTM D975 of latest revision.

Public Works, 1 Service Rd., - Two 3,000 gallon tanks, 5,500 gallons.
 WPCA Various Locations - 1,200 gallons
 TOTAL: 6,700 GALLONS

Capitol Region Purchasing Council
241 Main Street, 4th Floor
Hartford, CT 06106

STANDARD BID AND RFP TERMS AND CONDITIONS

PURCHASING COUNCIL PURPOSE

The Capitol Region Purchasing Council (“Council”) is a purchasing cooperative, acting under the auspices of the Capitol Region Council of Governments, which attempts to provide volume-based discounts to its Member Agency base through various cooperative procurement initiatives. To date, some 115 towns, boards of education and agencies across the State (38 of which are located in the Greater Hartford area) are eligible to take advantage of the Council’s services.

BID FORMS/SUBMISSION OF BIDS

The Council exclusively uses Bid Sync for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addenda which could ultimately render your bid non-compliant. The Council accepts no responsibility for the receipt and/or notification of solicitations through any other company.

No oral, telegraphic or telephonic submittal will be accepted. IFB’s, RFP’s, RFQ’s and RFI’s shall be submitted in electronic format via **BidSync**. All Invitations For Bid (IFB), Requests For Proposals (RFP), Requests For Quotes (RFQ), Requests For Information (RFI) submitted electronically via **BidSync** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ and/or RFI. A formal, in-person bid opening will not be held.

EXCEPTIONS TO SPECIFICATIONS

Vendors are directed to make sure that they understand the terms and conditions as specified in this Invitation for Bid. Unless exceptions to any of the terms and conditions, including pricing, are specified as part of the bid response, it will be expected that all terms and conditions expressed herein are acceptable and shall govern resulting contracts. **Any variance from specifications, including product substitutes (as well as replacements for discontinued items) and pricing units (pounds, 50 lb bags vs. 100 lb bags, etc.) must be clearly noted in the vendor’s bid response.**

SUBSTITUTION FOR NAMED BRANDS

Should brand name items appear in this bid, the bidder must make available specifications on any substitutions, and explain how the substitution compares with the named brand’s specifications.

BID AWARD

A bid award shall be made by each respective Member Agency to the lowest responsible bidder(s). A Purchase Order issued by the member Town constitutes an award. The lowest responsible bidder is that person or firm whose bid to perform the work is lowest, who is qualified and competent to do the work, whose past performance of work is satisfactory to the Member Agency and whose bid documents comply with the procedural requirements stated herein. The award process may also include additional considerations such as the information provided on the bid forms and the bidder’s perceived ability to fulfill his/her obligations as prescribed by these specifications. Each bidder must be prepared to show evidence of having satisfactorily carried out a similar contract, as inability to do so may be cause for rejection.

CONTRACT EXTENSION

Contracts may be extended by mutual agreement of the parties – for bids with a one year contract period, a one year extension will be permitted if there is mutual agreement; for bids with a two year contract period, a two year contract extension will be permitted if there is mutual agreement. All extensions shall be completed before the next bid invitation is issued. A schedule of bid invitations and openings is posted on the CRPC website.

ESTIMATED QUANTITIES

The quantities as listed herein are **estimates only** and have been provided for the purpose of competitive bidding. Actual quantities will be contingent upon the total number of Member Agencies that decide to make an award off of this bid (as participation is voluntary) and the needs of the using departments in the various Member Agencies.

INCLUSION OF NON-PARTICIPATING TOWNS AND BOARDS OF EDUCATION

Any Member Agency, current or future, within the Capitol Region Purchasing Council shall be allowed to participate in this bid during the life of the contract, even if it is not listed amongst the bid participants.

WITHDRAWAL OF BIDS

No bid submitted may be withdrawn, in whole or in part, without the written consent of the Capitol Region Purchasing Council.

REJECTION AND/OR CANCELLATION OF BIDS

The Council reserves the right to reject or cancel any and all bids, or any part of any or all bids, if such action is deemed to be in its best interest to do so.

RIGHT TO WAIVE ANY INFORMALITY

The cooperating Member Agencies reserve the right to waive any informality in a bid when such a waiver is in their best interest.

BID PRICES

All prices bid must be on the basis of F.O.B. delivery point, unloaded inside, unless otherwise indicated in the proposal. A bid on any other basis than that indicated in the proposal may be considered informal. **Note: The Capitol Region Purchasing Council strictly prohibits the unilateral imposition of additional surcharges (fuel, delivery, etc.) on the participating communities at any point during the contract period. Prices bid shall apply throughout the term of the contract and will be construed as all-inclusive.**

TAXES

Member Agencies are exempt from the payment of any sales, excise or federal transportation taxes. The prices bid, whether a net unit price or a trade discount from catalog list prices, must be exclusive of taxes and will be so construed.

BILLING

Billing shall be made to each bid participant according to the terms set forth on each purchase order.

2% ADMINISTRATIVE FEE

The Capitol Region Council of Governments uses BidSync to distribute and receive bids and proposals. Responding vendors agree to pay to BidSync an administrative fee of two percent (2%) of the total ordered amount of all contracts for goods and/or services awarded to the vendor. The fee shall be payable for all Council bids unless specifically exempted by the Council. Refer to www.bidsync.com for further information.

REPORTING REQUIREMENTS

All orders placed on CRPC bids shall be reported to BidSync on a quarterly basis. Please contact Jason Sanchez to set up this important reporting function at (512) 717-6149 (telephone); or email jsanchez@periscopeholdings.com.

FAILURE TO COMPLY

All awarded vendors must comply with the 2% Administrative Fee and Reporting Requirements outlined in the CRPC General Terms and Conditions. Failure to comply within 90 days of orders and/or awards by CRPC members may result in the vendor being restricted from participating in future bids.

DELIVERY ARRANGEMENTS AND REQUIREMENTS

No delivery shall become due or be acceptable without a written order issued by the Member Agency concerned. Such order will contain the quantity, time of delivery and other important data.

REFERENCES

Upon request, vendors shall supply the names of other customers (preferably municipalities) to interested Member Agencies.

BIDDER PERFORMANCE/LIABILITY FOR DELIVERY FAILURES

Failure of any successful bidder to adhere to specifications, prices, terms or conditions of their agreement during the course of the contract period may preclude such bidder from bidding on future CRPC bids in addition to any action that Member Agencies may take as a result of the vendor's failure to perform. It should be noted that the awarded vendor shall assume full responsibility for the negligence of any sub-contractor(s) utilized to fulfill any and all obligations under resulting contracts.

Moreover, if the contractor fails to make proper delivery within the time specified or if the delivery is rejected by the Member Agency, the Member Agency may obtain such commodities or any part thereof from other sources in the open market or on contract. Should the new price be greater than the contract price, the difference will be charged against the contractor. Should the new price be less, the contractor shall have no claim to the difference.

INSURANCE REQUIRED OF SUCCESSFUL BIDDERS

The Successful bidder shall furnish a certificate of insurance which includes the coverages and limits set forth below; identifies the Member Agency as an additional insured; and provides for at least ten (10) days prior notice to the Member Agency of cancellation or non-renewal. Coverage is to be provided on a primary, non-contributory basis:

- a. General Liability Insurance, including Contractual Liability Insurance and Products/Completed Operations Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as the result of any occurrence and \$1,000,000 bodily injury aggregate per policy year; and limits of \$500,000 for all property damage aggregate per policy year or a limit of \$1,000,000 Combined Single Limit (CSL). A Waiver of Subrogation shall be provided. All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.

- b. Automobile Liability Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as a result of any occurrence and \$1,000,000 aggregate per policy year; and limits of \$500,000 for all damages because of property damage sustained as the result of any one occurrence or \$1,000,000 Combined Single Limit (CSL). All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.
- c. Worker's Compensation Insurance in accordance with Connecticut State Statutes.

The insurance requirements listed above are minimum requirements for successful bidders. Awarding agencies may require higher insurance limits.

FOR THE TOWN OF WEST HARTFORD ONLY

Please see Attachment A concerning the town's insurance requirements.

FUTURE BID INVITATIONS

Future bid invitations may not be sent to vendors who do not bid on this invitation, unless they specifically request that their names be continued on the invitation list.

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION

The Capitol Region Purchasing Council, an affiliate of the Capitol Region Council of Governments, subscribes to the Council of Governments' policy of Equal Employment Opportunity and Affirmative Action, and pledges to lend its support and cooperation to private and public agencies who are promoting public policy in this vital area of human relations. Vendors will be required to sign the certificate incorporated in the bid document relative to Equal Employment Opportunity and Minority/Female Business Enterprise (if applicable).

SEVERABILITY

If any terms or provisions of this bid shall be found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of this bid shall remain in full force and effect.

ADDITIONAL TERMS AND CONDITIONS

The Vendor assigns to CRCOG all rights title and interests in and to all causes of action it may have under Section 4 of the Clayton Act, 15 USC 15, or under Chapter 624 of the general statutes. This assignment occurs when the Contractor is awarded the contract.

Vendor agrees that it is in compliance with all applicable federal, state and local laws and regulations, including but not limited to Connecticut General Statutes Sections 4a-60 and 4a-60a. The Contractor also agrees that it will hold CRCOG harmless and indemnify CRCOG from any action which may arise out of any act by the contractor concerning lack of compliance with these laws and regulations. All purchases will be in compliance with Section 22a-194 to Section 22a-194g of the Connecticut General Statutes related to product packaging.

Resulting contracts are subject to the provisions of Executive Order N. Three of Governor Thomas J. Meskill promulgated February 15, 1973 and section 16 of P.A. 91-58 nondiscrimination regarding sexual orientation, and the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999 regarding Violence in the Workplace Prevention Policy.

The contract arising from the bid may be subject to the provisions of §1-218 of the Connecticut General Statutes, as it may be modified from time to time. In accordance with this section, each contract in excess of two million five hundred thousand dollars between a public agency and a person for the performance of a governmental function shall (1) provide that the public agency is entitled to receive a copy of records and files related to the performance of the governmental function, and (2) indicate that such records and files are subject to the Freedom of Information Act and may be disclosed by the public agency pursuant to the Freedom of Information Act. No request to inspect or copy such records or files shall be valid unless the request is made to the public agency in accordance with the Freedom of Information Act. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1-206 of the Connecticut General Statutes.

Incorporated by reference into this contract is Section 4-61dd(g)(1) and 4-61dd(3) and (f) of the Connecticut General Statutes which prohibits contractors from taking adverse action against employees who disclosed information to the Auditors of Public Accounts or the Attorney General.

QUESTIONS

General inquiries should be directed to Maureen Goulet, Purchasing Program Manager, at the:
Capitol Region Purchasing Council
241 Main Street, 4th Floor
Hartford, CT 06106
Tel: 860-522-2217 ext. 37
Fax: 860-724-1274
E-mail: mgoulet@crcog.org

However, no oral interpretations shall be made to any respondent as to the meaning of any of the bid documents. Every request for an interpretation shall be made in writing, addressed and forwarded either to the address above, **faxed to (860) 724-1274, emailed to mgoulet@crcog.org, or posted to the BidSync online bidding system.** To receive consideration, such questions must be received at least five (5) calendar days before the established date for receipt of proposals.

The Program Manager will arrange as addenda, which shall be made a part of this Invitation for Bid and any resulting contracts, all questions received as above provided and the decisions regarding each. At least three (3) days prior to the receipt of bid proposals, the Program Manager will **post a copy of any addenda to the BidSync system.** In special cases, the Program Coordinator reserves the right to post clarifying information in the form of an addendum outside of the aforementioned timeline. It shall be the responsibility of each respondent to determine whether any addenda have been issued and if so, to download copies directly from the BidSync website.

Insurance Exhibit (West Hartford)

For the purpose of this exhibit: the term "Contractor" shall also include their respective agents, representatives, employees or subcontractors; and the term "Town of West Hartford and West Hartford Board of Education" (hereinafter called the "Town") shall include their respective officers, agents, officials, employees, volunteers, boards and commissions.

The Contractor shall procure and maintain the required insurance coverage against claims that may arise from, or in connection with the services and goods provided by the Contractor for the duration of the contract term, including any and all extensions. The Contractor shall provide the Town with a certificate of insurance confirming compliance with this exhibit prior to commencement of the contract. Such insurance shall be written for not less than specified, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever is greater. The Contractor shall assume any and all premiums and deductibles in the described insurance policies. Both the Contractor and Contractor's insurer(s) agree to have no right of recovery or subrogation against the Town and the described insurance shall be primary coverage. Any failure to comply with the claim reporting provisions of the policy shall not affect coverage provided to the Town. Each required insurance policy shall not be suspended, voided, cancelled or reduced except after thirty (30) days prior written notice, ten (10) days notice for non-payment, has been given to the Town.

All liability policies (with the exception of Worker's Compensation) shall include the Town of West Hartford, the West Hartford Board of Education, and their respective officers, agents, officials, employees, volunteers, boards and commissions as an Additional Insured and shall include, but not be limited to investigation, defense, settlement, judgment or payment of any legal liability. Failure to maintain the required insurance coverage and Additional Insured Endorsements shall be grounds for termination of the contract. It is agreed that the scope and limits of the insurance specified are minimum requirements and shall in no way limit or exclude the Town from additional limits or coverage provided under each policy. The policies shall be on the occurrence form and must be written by companies licensed to do business in the State of Connecticut. The Town's Risk Manager shall review any and all exceptions.

Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, property damage, contractual liability and products /completed operations. Contractor shall continue to provide products/completed operations coverage for two (2) years after completion of the work.

Automobile Liability and Physical Damage Coverage: \$1,000,000 combined single limit per occurrence for any auto, including statutory uninsured/underinsured motorists coverage and \$1,000 medical payments. Policy to include collision and comprehensive coverage for any auto used for the purpose of this contract.

Umbrella Liability: \$1,000,000 per occurrence, \$2,000,000 aggregate following form.

Workers' Compensation: Statutory limits including Employer's Liability with limits of \$100,000 each accident, \$500,000 for each disease/policy limit, and \$100,000 for disease for each employee as required by the State of Connecticut. If the Contractor decides not to procure workers' compensation in accordance with Connecticut law, the Contractor agrees to comply with the Connecticut Workers' Compensation Act's (Act) requirements for withdrawing from the provisions of the Act, including, but not limited to, filing the appropriate notice of withdrawal with the commissioner. The Contractor is wholly responsible for taking the actions necessary to withdraw from the provisions of the Act. In lieu of procuring workers' compensation insurance and providing the Town with proof thereof, the Contractor agrees to hold the Town of West Hartford, the West Hartford Board of Education, their respective boards and commissions, officers, agents, officials, employees, servants, volunteers, contractors and representatives harmless from any and all suits, claims, and actions arising from personal injuries sustained by him during the course of the performance of this contract, however caused.

Personal Property for "all risk" insurance on a replacement cost basis to cover the value of personal property belonging to the Contractor and others (including but not limited to the personal property of subcontractors) located on Town property while in use or in storage for the duration of the contract. Deductible not to exceed \$1,000.

Duly Authorized

Date

(Print Name Here)

GENERAL VENDOR INFORMATION

VENDORS ARE ASKED TO FILL OUT THIS FORM SO THAT THEIR BID RESPONSES ARE CONSIDERED COMPLETE.

The undersigned: is aware that any CRPC member may reject any and all bids, or any part of any and all bids; is aware that quantities furnished herein are estimates only; has not included any state or federal taxes for which the CRPC members are not liable; and is making this bid without collusion with any person, individual or corporation.

COMPANY

REPRESENTATIVE

POSITION

ADDRESS

(ZIP)

TELEPHONE #

FAX #

TAX ID #

E-MAIL ADDRESS

SIGNATURE

PAYMENT TERMS: % Days

DATE:

CRPC #669

CAPITOL REGION PURCHASING COUNCIL
INVITATION FOR BID
FUEL OIL

INFORMATION SHEET

The undersigned hereby offers to supply fuel oil, ultra low sulfur diesel fuel, bio diesel and bio heating oil to the participating Purchasing Council Towns, Boards of Education and Agencies ("Agencies") during the period specified at a net delivered cost to be determined by the application of the indicated differential to the New Haven rack average quotation as published by the Oil Price Information Service (OPIS) for the day of delivery. It is understood that the low bidder will be determined by the most advantageous differential. Vendors may also submit a bid for a firm price which will apply for the term of the contract, in accordance with the escalation/de-escalation clause contained herein.

Performance Bond

The cost of a Performance Bond if requested by an Agency for 100% of the total bid price underwritten by a business licensed to write such bonds in the State of Connecticut is the following:

\$ /thousand dollars

ARE

We ARE NOT prepared to offer 24-hour, 7-day oil burner maintenance service.

The labor charge for this service during normal working hours is \$ per hour and \$ per hour for service during other than normal working hours.

The charge for any parts required will be made at a discount of percent (%) from our supplier's list prices.

In order to insure that the successful bidder can furnish acceptable delivery service, the following information must be supplied.

Number of delivery trucks available:
(Please identify common carrier vehicles where appropriate)

Total gallonage capacity of all trucks:

Total storage capacity at dealer's depot:

#2 Oil gallons

Diesel gallons

Premium Diesel gallons

Ultra Low Sulfur Diesel gallons

Bio Diesel gallons

Bio Heating
Fuel

gallons

Terms: %

Days

REFERENCES: During the last two years, we supplied heating oil and/or diesel to the following CT municipalities:

Town	Contact Person	Address	Telephone #
(1)			
(2)			
(3)			

CRPC #669

**CAPITOL REGION PURCHASING COUNCIL
INVITATION FOR BID
FUEL OIL
BID SPECIFICATION**

I. MODIFICATIONS TO GENERAL TERMS AND CONDITIONS

INTENT

The Capitol Region Purchasing Council (CRPC), on behalf of certain Capitol Region towns, boards of education, and agencies, requests bids for the procurement of **heating oil, ultra low sulfur diesel, biodiesel, and bioheating fuel** for the period commencing July 1, 2018 and ending June 30, 2019. Each respective CRPC member will make its own awards and payments according to the terms and conditions set forth in these specifications. A written order from each awarding CRPC member will be required before any deliveries commence.

Note that individual contracts resulting from this Invitation to Bid may cover only a portion of the 2018-2019 fiscal year. Vendors are reminded to pay careful attention to the specific time period that their quotes should cover.

QUANTITIES

The quantities specified herein are annual estimates only and have been provided for the purpose of competitive bidding. Actual quantities will be contingent upon the total number of CRPC members which decide to make an award off of this bid (as participation is voluntary) and the needs of the using departments in each of those CRPC members.

Vendors must understand that during the course of the contract, there may be certain changes in locations, tank sizes and quantities used as well as grade of oil/type of product. Vendors will be expected to accept such changes without adjustments to the contract prices.

2% ADMINISTRATIVE FEE EXEMPTION

The Capitol Region Council of Governments uses Bid Sync to distribute and receive bids and proposals. **The 2% Bid Sync administrative fee is exempted for this bid.**

PIGGYBACKING

This bid is not open to piggybacking by CRPC members.

BID PRICES

OPTION A: Each vendor will render bids by indicating a **DIFFERENTIAL** from the New Haven Rack Average as published daily by the Oil Price Information Service (OPIS). Billing for any shipment shall be computed by adding the differential to the daily closing price for the day the delivery is taken. Such differentials may be either plus (+) or minus (-), and the low bidder will be determined by the most advantageous differential. CRPC members may request a price cap with this option. Prices bid must be held for a period of **60 days** from the opening date in order to permit individual towns/boards of education to complete any required internal evaluation process.

OPTION B: Fixed Mark-Up

A Fixed Mark-Up may be submitted in which case the price per gallon will remain fixed during the entire term of the contract. Note that in order to accommodate varying CRPC member purchasing procedures that dictate the amount of time required to make a contract award, vendors are required to hold their fixed mark-up prices for a **twenty-one (21) day period** from the opening date as per the escalation/de-escalation clause described below. **The firm pricing established by this provision will remain in effect for the duration of the awarded contract.**

TOTAL FIXED MARK-UP PRICES FOR HEATING OIL ONLY shall be calculated as follows: On the day of the bid opening, CRCOG staff will enter the closing ("settle") **NYMEX** price for **Wednesday, February 21, 2018** into the table as shown in Exhibit I for Heating Oil and Exhibit II for Diesel. Vendors shall use the weightings

indicated in Exhibit I for heating oil and Exhibit II for diesel. Vendors mark-up shall include any and all costs of manufacture and delivery. A copy of the NYMEX strip being used will be part of the final tabulation package to provide indicative pricing. In recognition of the market's volatile nature, all bidders between the time of the bid opening and formal, written award notification will be allowed to escalate/de-escalate their bid price(s) for heating oil pursuant to inter- and intra-day fluctuations in the NYMEX until an award is made.

The intent behind using this formula is to identify the lowest responsible vendor at the time of the bid opening, as said vendor should remain low despite upward and downward swings in the NYMEX. Vendors **MUST** supply documentation **with their bid** in support of any and all mark ups added to the base price to help communities verify the validity of updated quotes offered after the bid opening to reflect changes in the NYMEX strip. Vendors shall use the OPIS New Haven Rack Average pricing during the course of the contract period to demonstrate the validity of their pricing. **The same weightings and mark ups used for the bid prices submitted must be used to calculate all subsequent escalated/de-escalated prices.**

EXHIBIT I (This is an example only, using the NYMEX settle prices for Tuesday, January 30, 2018)

Month	Settle Price	Weighting %	Weighted Price
July	2.0168	0%	0
August	2.0109	0%	0
September	2.0081	0%	0
October	2.0052	10%	0.20052
November	2.004	15%	0.3006
December	2.0031	20%	0.40062
January	2.0021	20%	0.40042
February	1.9966	20%	0.39932
March	1.9825	15%	0.297375
April	1.9622	0%	0
May	1.9488	0%	0
June	1.9406	0%	0
			1.998855

TOTAL FIXED MARK-UP PRICES FOR DIESEL FUELS ONLY shall be calculated as follows:
Pricing for diesel fuels will be secured in the same fashion as described above for heating oil, EXCEPT that the following weighting structure (Exhibit II) shall be used.

EXHIBIT II (This is an example only, using the NYMEX settle prices for Tuesday, January 30, 2018)

Month	Settle Price	Weighting %	Weighted Price
July	2.0168	2%	0.040336
August	2.0109	2%	0.040218
September	2.0081	10%	0.20081
October	2.0052	10%	0.20052
November	2.004	10%	0.2004
December	2.0031	10%	0.20031
January	2.0021	10%	0.20021
February	1.9966	10%	0.19966
March	1.9825	10%	0.19825
April	1.9622	10%	0.19622
May	1.9488	10%	0.19488
June	1.9406	6%	0.116436
			1.9883

The intent behind using this methodology is to identify the lowest responsible vendor at the time of the bid opening, as said vendor should remain low despite upward and downward swings in the NYMEX. Vendors will be required to supply documentation to verify the updated strip used to calculate any and all price adjustments (escalations/de-escalations) that are made to establish a final award price.

Award notification will be confirmed by telephone and followed up by fax with the lowest responsible bidder(s) on any day within 21 days of the bid opening. The NYMEX strip to be used as the basis for a final escalation/de-escalation adjustment will be selected and authorized by the awarding entity (CRPC member) and may be based on opening, intra-day or closing postings.

Prices shall include allowances for all material and work delivered complete at the appropriate place in the contracting CRPC member’s facility(ies).

TAXES AND ASSESSMENTS

CRPC members are exempt from the payment of either federal or State taxes and such taxes **shall not** be included in the bid prices. **It will be the responsibility of the vendor to obtain any certifications needed to avoid the payment of such taxes.**

Moreover, bid prices **shall** include **neither** the \$.002 per gallon NORA Assessment, **nor the Connecticut Gross Receipts Tax - which is no longer applicable to any diesel products in Connecticut**. Any other taxes shall be applied directly to invoices of members who are eligible.

PROHIBITED SURCHARGES

The Capitol Region Purchasing Council strictly prohibits the unilateral imposition of additional surcharges (delivery, etc.) on the participating CRPC members at any point during the contract period.

SPILLAGE AND SPILL PREVENTION

Any spillage at the time of delivery will be the responsibility of the vendor and any costs to repair resultant damages or any penalties assessed against a CRPC member because of pollution resulting from such spillage shall be borne by the vendor.

In terms of preventative measures, it should be noted that some of the participating CRPC members have Spill Prevention, Control and Countermeasure (SPCC) Plans in place pursuant to the U.S. EPA's Oil Pollution Prevention Rule (40 CFR 112). To this end, some of these CRPC members (as well as others without SPCC Plans in place) may require supervised fills at various locations. CRPC members may provide this type of instruction at the time of award.

DELIVERY TICKETS

The CRPC members prefer to be furnished printer-type delivery tickets with each fuel delivery. The CRPC realizes that for larger tanks (8,000 gallon capacity and over) it may not be practical to use trucks that are equipped with printers showing the gallonage delivered. CRPC members may request copies of the loading ticket in cases where printer type delivery tickets are not available. **Partial compartment deliveries, unless made by printer ticket, will not be acceptable.**

DELIVERY ARRANGEMENTS

Arrangements for deliveries will be a matter to be negotiated between each individual CRPC member and the successful vendor. Inability of a vendor to meet required delivery arrangements may be cause for the rejection of the low bid. In certain instances, vendors may be required to make automatic deliveries based on degree days.

In other instances, vendors will be required to make deliveries within an agreed-to time interval (usually 48 hours) following notification by the CRPC member that supplies of oil are needed. The right is reserved to limit the hours within which deliveries can normally be made.

LIABILITY FOR DELIVERY FAILURES

If, as a result of a vendor's failure to deliver on an agreed-to automatic delivery schedule, within the agreed time interval following notification, or in accordance with any part of the specifications included herein (e.g., unacceptable product), and damage to an CRPC member results, the vendor agrees to compensate the CRPC member for such damages. Restitution will be required should: damage result from freezing (due to a lack of heat) or should the CRPC member incur additional costs from purchasing heating oil or diesel from an emergency source. **It should be noted that the awarded vendor shall assume full responsibility for the negligence of any sub-contractor(s) utilized to fulfill any and all obligations under resulting contracts.**

If the contractor fails to make proper delivery within the time specified or if the CRPC member rejects the delivery, the CRPC member may obtain such commodities or any part thereof from other sources in the open market or on contract. Should the new price be greater than the contract price, the difference will be charged against the contractor. Should the new price be less, the contractor shall have no claim to the difference.

EQUIPMENT

The contractor must be able to insure year-round delivery, maintain a proper inventory for service where required and in some instances provide automatic printing meters on delivery trucks. Loading tickets may be substituted for meter-printed delivery tickets with the consent of the CRPC member.

EMERGENCY REPAIR SERVICE

In some instances vendors will be required to provide 24-hour, 7-day oil burner maintenance service.

PURCHASE ORDERS, DELIVERY RECEIPTS AND INVOICES

No delivery shall be made without a purchase order. A representative of the CRPC member shall normally sign for deliveries. Billing shall be made to each CRPC member separately in accordance with the terms set forth herein and on the purchase order. Billing shall be based on the New Haven Rack Average pricing for the type of fuel contracted for.

Billing shall clearly describe the type of fuel delivered and shall match the type of fuel contracted for.

BID BONDS

Bidders are **required** to submit with their bid, a valid, current bid bond in the amount of 10% of the total bid price. Bonds shall be issued by an insurance company licensed to do business in the State of Connecticut. **Bids not accompanied by a valid bid bond shall be rejected. The bid bond shall be valid for a period of one (1) month from the date of the bid opening. Vendors can include a copy of the bid bond with their electronically submitted bid, and can consult with BidSync for how to attach such documentation. Bid bonds should be sent to Maureen Goulet, Capitol Region Purchasing Council, 241 Main Street, 4th Floor, Hartford, CT 06106, in sealed envelopes indicating the name and date of the bid.**

PERFORMANCE BONDS

A performance bond, in the amount of one hundred percent (100%) of each purchase order, may be required of successful bidders. Responding vendors are therefore asked to provide a **separate** price for this bond (to be quoted as a price per \$1,000 of contracted business) on their bid response. CRPC members will notify vendors after award if this is required.

LAWS

All deliveries shall comply in every respect with all applicable laws of the federal government and/or the State of Connecticut.

SCOPE OF BIDDING

Vendors may bid on the requirements of any CRPC member, or may bid on the requirements of all CRPC members listed. **Bidders are cautioned that they are responsible for serving all CRPC members for which they offer bids.** Vendors should only offer bids for those CRPC members that they have the capacity to serve based on the estimated CRPC member requirements, as failure to enter into contract with any CRPC member is grounds for forfeiture of bid surety.

FOR ENFIELD AND NEWINGTON ONLY

The low bidder shall furnish a certificate of insurance that includes the coverages and limits set forth below; identifies the town as an additional insured; and provides for at least ten days prior notice to the town of cancellation or non-renewal:

General Liability

Bodily Injury - \$500,000 per occurrence
\$500,000 aggregate

Property Damage - \$100,000 per occurrence
\$100,000 aggregate

Contractual Liability

Bodily Injury - \$500,000 per occurrence
- \$500,000 aggregate

Property Damage - \$100,000 per occurrence
- \$100,000 aggregate

Automobile:

\$500,000 combined single limit bodily injury and property damage per occurrence

Worker's Compensation:

As required by State Statute

FOR THE TOWN OF WEST HARTFORD ONLY

Please see Attachment A concerning the town's insurance requirements.

SPECIAL REQUIREMENT

All contractors must supply, at no cost to the CRPC member, **Material Data Safety Sheets** for any chemical, especially toxic or hazardous compounds.

INFORMATION SHEET

The information sheet must be filled out and submitted with the bid.

SITE CONDITIONS

Bidders should familiarize themselves with the locations, types of storage tank and sites in each CRPC member for which they offer bids. They should not offer bids for CRPC members that they cannot or will not serve based on locations, storage tanks or other conditions at the site, as they will under no circumstances be excused from fulfilling their agreement if the job is more complex than anticipated.

EXTENSION OPTION

Contracts may be extended for up to one year beyond the **June 30, 2017** date by mutual agreement of the parties. All extensions shall be completed before the next bid invitation for 2017-2018 is issued. A schedule of bid invitations and openings is posted on the CRPC website.

CONTRACT DELAY OPTION

Contract start may be delayed due to mild winters and the need for CRPC members to fulfill previous contracts.

WITHDRAWAL OF BIDS

No bid submitted may be withdrawn, in whole or in part, without the written consent of the Capitol Region Purchasing Council and/or any or all affected CRPC members.

REJECTION/CANCELLATION OF BIDS

The Capitol Region Purchasing Council reserves the right to cancel the bidding process prior to the established opening date and time, if such action is deemed to be in its best interest to do so. Moreover, the CRPC reserves the right to reject any or all bids or any part of any or all bids, if it is in its best interest to do so.

II. TECHNICAL SPECIFICATIONS

RIGHT TO TEST

The methods of testing the various grades of oil are clearly stated in ASTM D396 and ASTM D6751. CRPC members shall be permitted to require a sample of the oil at the time of any delivery and may submit such sample to a recognized testing laboratory. If such tests show that the oil does not comply with the specifications below, the vendor agrees to remove the contents of the tank involved and replace these contents with suitable material all at no expense to the CRPC member. Also, if the tests show that the shipment is not in accordance with the specifications, the vendor agrees to pay the costs of the tests, and to compensate the CRPC member for any damages caused by clogging, corrosion, etc. as a result of improper materials use.

FUEL OIL SPECIFICATIONS

The fuel oil described herein shall be suitable for heating schools and public buildings and shall adhere to the STANDARD SPECIFICATIONS FOR FUEL OILS - ASTM D396 and STANDARD SPECIFICATION FOR BIODIESEL FUEL BLEND STOCK - ASTM D6751. This publication can be obtained from the American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19193. In addition, the fuel shall be free of any undesirable substances in quantities sufficient to cause damage to or improper operation of the burners.

BIO HEATING OIL BLENDING

It is the sole responsibility of the vendor to ensure the proper blending method and appropriate quantities blended bio product (B5 or B20) conditioned to the appropriate ambient temperature to avoid cold weather starting difficulties of equipment in the winter months. **RECYCLED PRODUCT IS NOT ACCEPTABLE.**

DIESEL SPECIFICATIONS

Diesel fuel must be suitable for the proper operation of internal combustion engines. The various characteristics required must conform to all applicable federal and state regulations. The diesel fuel herein specified shall be hydrocarbon oils, free from acid, grit, salt water and fibrous or other foreign matter, and shall conform to the requirements of ASTM D975 of latest revision.

WINTERIZATION

Certain CRPC members have specified a winter blend of diesel/premium diesel to be delivered either automatically or on an on-call basis. Unless a specific blending formula has been stated, the awarded vendor(s) shall be responsible for ensuring the cold weather, trouble-free operation of equipment/vehicles. The addition of cold-flow additives, in accordance with industry standards, will therefore be required to meet such blending requirements **at no additional cost**.

It should be noted that when available, usage estimates for “winterized” product have been added.

BIODIESEL (B100) SPECIFICATIONS

The BioDiesel herein specified shall conform to the requirements of ASTM D6751 of latest revision. A certification of analysis must be provided with each shipment. Failure to comply may result in refusal of receipt of product.

BIODIESEL BLENDING

It is the sole responsibility of the vendor to ensure the proper blending method and appropriate quantities blended bio product (B5 or B20) conditioned to the appropriate ambient temperature to avoid cold weather starting difficulties of equipment in the winter months. **RECYCLED PRODUCT IS NOT ACCEPTABLE.**

Vendors may be required to provide training regarding use of B5 and B20 to authorized Equipment Repair and Maintenance staff (i.e. filter and additive changes).

Question and Answers for Bid #669 - Fuel Oil

Overall Bid Questions

There are no questions associated with this bid.