

CITY OF UNIVERSITY CITY

6801 Delmar Blvd.

University City, Mo 63130

314-862-6767

June 16, 2003

Invitation to Bid

Bid proposals for the estimated requirements of GASOLINE, DIESEL AND PETROLEUM PRODUCTS for the fiscal year July 1, 2003 to June 30, 2004, will be accepted in the Purchasing Office, 6801 Delmar Boulevard, University City, Missouri 63130, until 11:00 a.m., May 22, 2003, there and then to be opened and the award made subject to the approval of the City Council. The City reserves the right to reject any and all bids or parts of bids, to waive any technicalities and to accept the bid that in its judgment, best meets the requirements of the City of University City.

Unless special circumstances acceptable to the City Council are provided, no contract over \$50,000 involving ten or more workers in the work force providing the contracted services will be awarded to any company with less than 20% minorities and females in the work force. These conditions also apply to subcontractors, if two or more are used and the contract exceeds \$100,000 [Section 2-7.2 and 2-7.3 of the Municipal Code of the City of University City].

Gasoline, unleaded, 87 octane	127,500 gallons	(Central Garage, Golf Course)
#2 Diesel Fuel	126,600 gallons	(Central Garage, Golf Course)
Diesel Blend of 60% #1, 40% #2	50,000 gallons	(Central Garage)
Motor Oil, SAE 10W30, Bulk, SG/CD/CE,API	855 gallons	(Central Garage, Golf Course)
Motor Oil, SAE 15W40, Bulk, SG/CD,API, CE/CF-4 1CG4	800 gallons	(Central Garage, Golf Course)
Multi-purpose gear lubricant, 80W90 Premium	360 pounds	(Central Garage)
Double O Gear Lubricant, EP Pounds NLGI-00	215 pounds	(Central Garage)
Antifreeze-Dex-cool-GM SPEC 277M 55 gallon drums	6 Drums	(Central Garage)
* Automatic Transmission Oil, Dexron III, 55 gallon drums	8 Drums	(Central Garage)
* Hydraulic Oil, AW ISO 32, (Bulk gallons)	1,000 Gallons	(Central Garage)
Synthetic 75W-90 Gear Lube-#120 Drum	1-Drum	(Central Garage)
WD40 penetrating oil, 9 oz. cans	10 cases	(Central Garage)
Windshield Washer Solution, 55 gallon drum Pre-mixed	10 Drums	(Central Garage)
* Mineral Spirits/Stoddard Solvent,55 gallon	5 Drums	(Central Garage)
* Hydraulic Oil-Mobil 424-JDJ20A,J20C Spec	8 Drums	(Central Garage)
* Antifreeze, Ethylene Glycol-ASTM D4985 Spec	6 Drums	(Central Garage)
Chassis Lube-High Pressure-EP2-120lb Drum	4 Drums	(Central Garage)
2-Cycle Oil, Stihl Mix	2 Cases	(Streets)

* To be furnished in 55 gallon containers only.

The quantities offered in this Invitation are for bidding purposes only and may be altered by the City, if necessary. Vendors in the preparation of their bids are asked to quote the price per gallon in tank wagon and transport quantities, if applicable, and the gallonage of delivery constituting a minimum tank wagon or transport delivery. For petroleum products, vendors are asked to quote the price per gallon or pound and any container deposits are to be reflected as an additional separate charge to the product price. Prices for petroleum products are to be quoted F.O. B. Destination and should be exclusive of any and all applicable taxes. Orders will be made via a blanket purchase order throughout the contract year.

Should the supplier at any time fail to supply the product in accordance with the terms of this contract, the City shall have the option to purchase on the open market such materials as are necessary, of an equivalent quantity, and charge any excess cost of such purchase or purchases over the gallon, pound or case prices as shown in this contract against any monies due or which may become due to the supplier from the City.

The City shall not be bound in any manner to accept any amount of material greater than its immediate requirements as advised in advance by telephone from the Central Garage office. Nor shall the City be held liable for any demurrage or wait time charges on any of the deliveries or the total quantities as offered in this Invitation.

Invoice prices shall be based on a price not to exceed 1.5 cents of the OPIS price throughout the duration of the contract period.

Locations and capacities of the City's gasoline tanks are as follows:

Central Garage, 1015 Pennsylvania

Unleaded gasoline	1 each	10,000 gallons
#2 Diesel	1 each	2,000 gallons

Ruth Park Golf Course, 1100 N. McKnight Road

Unleaded gasoline	1 each	560 gallons
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The capacity of the 10W30 and 15W40 bulk tanks is at least 200 gallons.

All bid requirement and administrative questions may be addressed to Lela Fitch, Purchasing Specialist at 314-862-6767 ext. 212. Technical questions regarding the specified products or specifications can be addressed to Mr. Dave Pohlman, Central Garage Superintendent at 314-862-6767 Ext. 404, Mr. Don Humphrey, Golf Course Maintenance Superintendent, Ext. 389, Mr. Ewald Winker, Park Maintenance Superintendent, Ext. 312, or Mr. Art Texier, Streets Superintendent, Ext. 305 as specified by the product descriptions above.

PLEASE ADDRESS YOUR BID TO THE PURCHASING OFFICE AND MARK OUTSIDE OF ENVELOPE: GASOLINE, DIESEL, PETROLEUM PRODUCTS, 05/22/03.

BID FORM

To: The City of University City

The following bid is being submitted in response to your Invitation to Bid dated June 16, 2003.

<u>Description</u>	<u>Tank Wagon</u>		<u>Transport</u>	
	<u>\Gallon</u>	<u>Total</u>	<u>\Gallon</u>	<u>Total</u>
Gasoline, unleaded, 87 octane Estimated Usage: 100,000 gal Transport, 27,500 gal Tank Wagon	\$ _____	=\$ _____	\$ _____	=\$ _____
			Brand _____	
#2 Diesel Fuel Estimated Usage: 126,600 gallons	\$ _____	=\$ _____		
			Brand _____	
60/40 Diesel Blend Estimated Usage: 50,000 gallons	\$ _____	=\$ _____		
			Brand _____	

<u>Minimum Deliveries:</u>	<u>Tank Wagon</u>	<u>Transport</u>
Gasoline, unleaded	_____	_____
#2 Diesel	_____	_____
60/40 Diesel Blend	_____	_____

<u>Description</u>	<u>Est. Quantity</u>	<u>Unit Price</u>	<u>Est. Total</u>
Motor Oil, SAE 10W30, bulk	855 gallons	\$ _____ \Gallon	\$ _____
Motor Oil, SAE 15W40, bulk	800 gallons	\$ _____ \Gallon	\$ _____
Multi-purpose gear Lubricant	360 pounds	\$ _____ \Pound	\$ _____
Double O Gear Lubricant, NLG-1-00	215 pounds	\$ _____ \Pound	\$ _____
Antifreeze, Dex-Cool	6 drums	\$ _____ \Drum	\$ _____
Automatic Transmission Oil	8 drums	\$ _____ \Drum	\$ _____
Hydraulic Oil, AW ISO 32(Bulk gal.)	1000 gallons	\$ _____ \Gallon	\$ _____
Chassis Lubricant	4 Drums	\$ _____ \Drum	\$ _____
Synthetic 75W-90 gear Lubricant	1 Drum	\$ _____ \Drum	\$ _____
WD40 Penetrating Oil, 12 per case	10 cases	\$ _____ \Case	\$ _____
Windshield Washer Solution	10 drums	\$ _____ \Drum	\$ _____
Mineral Spirits/Stoddard Solvent	275 gallons	\$ _____ \Gallon	\$ _____
Hydraulic Oil, Mobil 424, J20AJ20C-55 Gallon Drum	8 drums	\$ _____ \Gallon	\$ _____
Antifreeze, Ethylene Glycol-ASTM D 4985 Specs-55 Gallon Drum	6 drums	\$ _____ \Drum	\$ _____
Chassis Lube-High Pressure-EP2 120 lb. Drum	4 drums	\$ _____ \Drum	\$ _____
2-Cycle Oil, Stihl Mix	2 Cases	\$ _____ \Case	\$ _____

EXCEPTIONS: _____

PLEASE CHECK IF BUSINESS IS: MINORITY OWNED___ WOMAN OWNED___
Minorities and females in work force assigned to carry out this contract: ___%

ITEM BID IS UNITED STATES MANUFACTURED, ASSEMBLED AND PRODUCED: YES___ NO___
If "NO", please indicate which item(s) are foreign manufactured, assembled and/or produced.

ALL STATE AND CITY TAXES DUE HAVE BEEN PAID: YES___ NO___

DATE

COMPANY

TERMS

ADDRESS

FEDERAL TAX I.D. NUMBER

CITY/STATE/ZIP CODE

TELEPHONE

SIGNATURE AND TITLE

AFFIDAVIT

State of _____)

County/City of _____) S.S.:

I, _____, holding the position of _____ with
_____ Company, certify that this contract is in compliance with Section 2.7.2 and
2.7.3 of the Municipal Code of the City of University City.

On this _____ day of _____, 200__ before me personally came and appeared
_____ to me known and known to me to be the individual described in, and who
execute, the above affidavit and (s)he acknowledged to me that (s)he executed the same.

My commission expires _____

Notary Public

Bid List

Wolco, Inc.
11360 Larimore Rd.
St. Louis, MO 63138

Energy Petroleum
2130 Kienlen
St. Louis, MO 63121

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Broadway Petroleum, Inc.
7126 S. Broadway
St. Louis, MO 63146

Citgo Petroleum
144 Weldon Parkway
St. Louis, MO 63146

Cobalt Petroleum Co.
15620 Manchester
St. Louis, MO 63011

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Hartford Wood River Terminal
Route 3
Hartford, IL 62048

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