

**AN ORDINANCE TO AUTHORIZE AND APPROVE CONTRACT 22011PW
BETWEEN THE CITY OF WILMINGTON AND JAMES RIVER
SOLUTIONS FOR GASOLINE, HEATING OIL, AND DIESEL FUEL**

#0062

Sponsor:

Council
Member
Oliver

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for Contract 22011PW “Gasoline, Heating Oil & Diesel Fuel” (the “Contract”) in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract, a copy of which, in substantial form, is attached hereto and incorporated by reference herein as Exhibit “A”, to James River Solutions (the “Contractor”), the lowest responsible bidder; and

WHEREAS, the delivered price per gallon for gasoline, heating oil, and diesel fuel that the City will pay to the Contractor under the Contract is comprised of two components - the daily OPIS Contract Low Rack price for Philadelphia, Pennsylvania at 5:00 p.m. for the day of delivery plus a delivery fee that is fixed for the term of the Contract; and

WHEREAS, the term of the Contract is for the period from July 1, 2021 through June 30, 2022, at an estimated price of Nine Hundred Ninety-Eight Thousand, Five Hundred Fifty Eight Dollars and Fifty Cents (\$998,558.50), with the possibility of two (2) extensions of one (1) year thereafter with the same terms and conditions, at the option of the City, subject to budget appropriations; and

WHEREAS, the primary purpose of the Contract is to provide fuel for the City’s fleet of vehicles and heating oil for the City’s buildings; and

WHEREAS, it is the recommendation of the Department of Public Works that the City enter into the Contract with the Contractor for the period from July 1, 2021 through June 30, 2022, and reserve the right to extend the Contract for two (2) additional periods of one (1) year thereafter, at the option of the City.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. Contract 22011PW “Gasoline, Heating Oil & Diesel Fuel” between the City of Wilmington and James River Solutions, a copy of which Contract, in substantial form, is attached hereto as Exhibit “A,” for the period from July 1, 2021 through June 30, 2022, at an estimated price of Nine Hundred Ninety-Eight Thousand, Five Hundred Fifty Eight Dollars and Fifty Cents (\$998,558.50), with the possibility of two (2) extensions of one (1) year thereafter with the same terms and conditions, at the option of the City, is hereby approved, and the Mayor and the City Clerk are hereby authorized to execute as many copies of the Contract, as well as to take all additional undertakings related thereto, as may be necessary.

SECTION 2. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 20, 2021
Second Reading..... May 20, 2021
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2021.

Mayor

SYNOPSIS: This Ordinance authorizes the execution of Contract 22011PW “Gasoline, Heating Oil & Diesel Fuel” between the City of Wilmington and James River Solutions for the period from July 1, 2021 through June 30, 2022, at an estimated price of Nine Hundred Ninety-Eight Thousand, Five Hundred Fifty Eight Dollars and Fifty Cents (\$998,558.50), with the possibility of two (2) extensions of one (1) year thereafter with the same terms and conditions, at the option of the City.

FISCAL IMPACT STATEMENT: The fiscal impact of this Ordinance is a contract for the period from July 1, 2021 through June 30, 2022, at an estimated price of Nine Hundred Ninety-Eight Thousand, Five Hundred Fifty Eight Dollars and Fifty Cents (\$998,558.50), with the possibility of two (2) additional extensions of one (1) year thereafter at the same estimated annual price for each extension, at the option of the City.

W0114310

EXHIBIT A

Ad Number: 0004627357

Run Dates: 03/04/21, 03/11/21

The City of Wilmington will receive sealed bids
at the Division of Procurement & Records, 5th Fl., Louis L. Redding Bldg.,
800 French St., Wilm., DE 19801 for:

22011PW – GASOLINE, HEATING OIL & DIESEL FUEL

Bids Due: Thursday, March 25, 2021, at 3:00 p.m., to the Procurement Division 5th Floor, Louis L. Redding City/County Building, 800 French Street, Wilmington, DE 19801. Bids can also be left in the drop box marked "PROCUREMENT" located on the first floor in front of the guard station.

Bid opening: Zoom Meeting, Time: Mar 25, 2021 03:00 PM Eastern Time (US and Canada)

Link <https://zoom.us/j/93438358719?pwd=USs3SVd4b2dQZ2p6ZG9WYXBwTzI4QT09>

Meeting ID: 934 3835 8719 Passcode: 58Ehqa

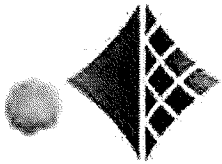
Plans and Specifications may be obtained by email to procurement@wilmingtonde.gov

Philip Ceresini
Purchasing Agent II
Division of Procurement and
Records
Department of Finance

pceresini@wilmingtonde.gov
www.wilmingtonde.gov

3/4, 3/11-NJ

0004627357-01



The News Journal
Media Group
 A GANNETT COMPANY

Street Address:
 950 West Basin Road
 New Castle, DE 19720

(302) 324-2500
 (800) 235-9100

Mailing Address:
 P.O. Box 15505
 Wilmington, DE 19850

Legal Desk:
 (302) 324-2676
 Legal Fax:
 302 324-2249

SD CITY WILM PURCHASING DIV
 800 N FRENCH ST FL 5

WILMINGTON, DE 19801

DE.

AFFIDAVIT OF PUBLICATION

State of Delaware
New Castle County

Personally appeared **The News Journal**

Of the **The News Journal Media Group**, a newspaper printed, published and circulated in the State of Delaware, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 2 times, once in each issue as follows:

03/04/21, 03/11/21 A.D 2021

Gail Wilczewski

Sworn and subscribed before me, this 11 day of March, 2021

Melanie C. Altz

Ad Number: 0004627357

Legal notification printed at larger size for affidavit.





Classified Ad Receipt
(For Info Only - NOT A BILL)

Customer: SD CITY WILM PURCHASING DIV
Address: 800 N FRENCH ST FL 5
WILMINGTON DE 19801
USA

Ad No.: 0004627357
Pymt Method: Invoice
Net Amt: \$329.72

Run Times: 2

No. of Affidavits: 1

Run Dates: 03/04/21, 03/11/21

Text of Ad:

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800 French St., Wilm., DE 19801 for:

22011PW - GASOLINE, HEATING OIL & DIESEL FUEL

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Meeting ID: 934 3835 8719 Passcode: 58Ehqa

Plans and Specifications may be obtained by email to procurement@wilmingtonde.gov

Philip Ceresini
Purchasing Agent II
Division of Procurement and
Records
Department of Finance

pceresini@wilmingtonde.gov
www.wilmingtonde.gov

3/4, 3/11-NJ

0004627357-01

INSTRUCTIONS TO BIDDERS

1. Bids on **City Contract 22011PW – GASOLINE, HEATING OIL & DIESEL FUEL** are due to the Department of Finance, Division of Procurement and Records, 5th Floor, Louis L. Redding City/County Building, 800 French Street, Wilmington, Delaware by **3:00 PM on March 25, 2021**. Bids can also be left in the drop box marked **“PROCUREMENT”** located on the first floor in front of the guard station.

The building is still closed to the public so the bid opening will be visible as a Zoom Meeting.

Link: <https://zoom.us/j/93438358719?pwd=USs3SVd4b2dQZ2p6ZG9WYXBwTzl4QT09>

Meeting ID: 934 3835 8719 Passcode: 58Ehqa

2. Proposals must be in triplicate, sealed in an envelope, and the envelope endorsed **“Bid for City Contract 22011PW – GASOLINE, HEATING OIL & DIESEL FUEL”** and addressed to the Department of Finance, Division of Procurement and Records, 5th Floor, Louis L. Redding City/County Building, 800 French Street, Wilmington, Delaware.
3. Any bid may be withdrawn prior to the schedule time for opening of bids or authorized postponement thereof. No bid may be withdrawn within thirty (30) calendar days after the actual opening thereof.
4. The successful bidder will be required to have or obtain an appropriate business license from the Department of Finance, Revenue Division, City of Wilmington, in order to be awarded the contract. Before obtaining a City of Wilmington Business License, all applicants must show proof of a current State of Delaware Business License.
5. The corporation, the successful bidder shall furnish a certificate from the State where it is incorporated, stating that it is a subsisting corporation. The corporation shall also furnish one (1) original and two (2) copies of the excerpts of the corporate minutes, which grant authority to those who sign and attest the contract. The Corporate Seal shall be affixed where signatures are attested.
6. The successful bidder will be required to withhold City of Wilmington Wage Tax from their employees and withheld taxes paid to the City of Wilmington pursuant to the provisions of the Wilmington Wage Tax Law. This law applies to people living and/or working in the City of Wilmington.
7. The U.S. Department of Commerce monitors Procurement transaction made to minority business enterprises by the City of Wilmington. The Minority Business Developments Agency's District Office reserves the right to contact the successful minority bidder and/or subcontractor to confirm any participation in the Procurement process.
8. The successful bidder certifies that they are not listed on the Federal Government, Excluded Parties List System (www.sam.gov). This will be verified by the City of Wilmington and if listed may be grounds for rejection of the bid or proposal.
9. Any person doing business or seeking to do business with the City shall abide by the following Global Sullivan Principles:
 - A. Support universal human rights and particularly, those of employees, the communities within which you operate, and parties with whom you do business.
 - B. Promote equal opportunity for employees at all levels of the company with respect to issues such as color, race, gender, age, ethnicity, or religious beliefs, and operate without unacceptable worker treatment such as the exploitation of children, physical punishment, female abuse, involuntary servitude, or other forms of abuse.
 - C. Respect employee's voluntary freedom of association.
 - D. Compensate employees to enable them to meet at least their basic needs and provide the opportunity to improve their skill and capability in order to raise their social and economic opportunities.

- E. Provide a safe and healthy workplace; protect human health and the environment; and promote sustainable development.
- F. Promote fair competition including respect for intellectual and other property rights, and not offer, pay, or accept bribes.
- G. Work with governments and communities in which you do business to improve the quality of life in those communities -- their educational, cultural, economic, and social well-being -- and seek to provide training and opportunities for workers from disadvantaged backgrounds.
- H. Promote the application of these principles by those with whom you do business.

10. **Award and Execution of Contract**

- A. **Consideration of Proposals.** After the proposals are opened and read, they will be compared on the basis of the summation of the products of the approximate quantities shown in the bid schedule by the unit bid prices, unless the proposals states a different basis for comparing bids. In the event of a discrepancy between unit bid prices and extensions, the unit bid price shall govern.

Before awarding the contract, a bidder may be required to show that he/she has the ability, experience, necessary equipment, experienced personnel, and financial resources to successfully carry out the work required by the contract.

The right is reserved to reject any and/or all proposals, to waive technicalities, to advertise for new proposals, or to proceed to do the work otherwise, if in the judgment of the department the best interest of the City will be promoted thereby.

- B. **Award of Contract.** The award of the contract, if it be awarded, must be within thirty (30) calendar days after the opening of proposals to the lowest responsible and qualified bidder whose proposal complies with all the requirements prescribed. The successful bidder will be notified by letter mailed to the address shown on his proposals that his bid has been accepted and has been awarded the contract.
- C. **Cancellation of Award.** The City reserves the right to cancel the award of any contract at any time before the execution of said contract by all parties without any liability against the City.
- D. **Right to Audit.** The City Auditor or his designee shall have the right to audit the contract and any books, documents, or records relating thereto.

Questions should be directed to Phil Ceresini via email at pceresini@wilmingtonde.gov. Questions will not be accepted within 1 week of bid opening.

THIS CONTRACT DOES NOT REQUIRE A BID BOND OR PERFORMANCE BOND.



CITY OF WILMINGTON, DELAWARE

SPECIFICATIONS FOR CONTRACT

GASOLINE / HEATING OIL / DIESEL FUEL

CONTRACT 22011PW

City of Wilmington
Department of Public Works
February 25, 2021

**CITY OF WILMINGTON
DEPARTMENT OF PUBLIC WORKS
GASOLINE, HEATING OIL AND DIESEL FUEL
Contract 22011PW**

SPECIFICATIONS:

Petroleum products sold to the City of Wilmington under the Terms and Conditions of this contract will be tested according to the procedures and specifications outlined below. Vendors can bid Wagon Loads, Tanker Loads (8,500), or a combination of both:

Gasoline to conform to the ASTM Designation D439-79 or most current revision thereof: the antiknock requirement for gasoline shall be as follows:

Antiknock Index	Ethanol Content /Gal.
Minimum	Maximum
87.0 octane	15%

Heating Oil to conform to the ASTM Designation for #2 Heating Oil, D396 or most current revision. The heating oil shall also comply with the requirement of Ultra Low Sulphur 15 PPM maximum. The City will not accept DYED ULSD in lieu of Heating Oil.

Diesel Fuel to conform to the ASTM designation D975 or most current revision for ULSD (12-15 PPM of Sulfur). Suppliers and their sources are prohibited from adulterating the fuel with reclaimed or waste products of any type. The fuel is to be completely distilled materials. That is, the fuel should show at least 98 percent of volume recovery when subjected to ASTM D-86 (or latest version) distillation. Fuel is to meet VVF-800 (grades DF-1 and DF-2) and ASTM Designation D-975. Fuel is to be clean and free of contamination of any kind. The cetane number rating must be a minimum of 40 and the final boiling point is to be 675 degrees Fahrenheit. The City will not accept 5% or 2% bio in your diesel.

TERM:

The initial term of this contract shall be July 1, 2021, or as soon as possible thereafter, to June 30, 2022. The City of Wilmington maintains the option to extend this contract for two (2) additional periods of one (1) year each which will run from July 1st until June 30th. Terms and conditions of the contract must remain the same. The City will give 60 days advanced written notice if the contract is to be extended.

PRICING METHOD:

For all fuel products the bidder must complete the proposal form at the end of this document. The delivered price per gallon of Gasoline / Heating Oil / Diesel Fuel will be calculated for each product as follows: the daily OPIS Contract Low Rack price for Philadelphia, PA at 5:00 pm for the day of delivery plus the delivery fee (fixed for the term of the contract) from the proposal form. The City of Wilmington is exempt from Federal and State excise taxes. Additional charges to appear separately on the invoice are:

Federal Leaking Underground Storage Tank (LUST) Fee
Federal Oil Spill Recovery Fee
Delaware Hazard Substance Clean

A copy of the **February 24, 2021** OPIS Contract Report for 5:00 pm is attached to this document for reference as Attachment A. Additionally, the base price on the proposal form is derived from the **February 24, 2021** report. The prices on the proposal form are for comparison only. Invoiced pricing will fluctuate as detailed above.

ESTIMATED QUANTITIES:

The quantities stated in the attached proposal forms are used as basis of comparison of bids. Actual quantities purchased will be governed by need. The City reserves the right to change, add, or delete delivery locations within the City limits as needed.

TAXES:

The price quoted on all products shall be exempt from Federal, State, or local taxes. Tax exempt certificates will be supplied to the successful bidder(s) (license #21131)

GENERAL:

All Items of this specification shall meet or exceed Federal and /or State regulations with reference to air, water, storage, and pollution regulations. The initial term of this contract will be from date of signed contract to **June 30, 2022** with possible extensions as described above.

DELIVERY:

Delivery shall be made to the tanks at several locations, Monday through Friday, between 6:00 a.m. and 6:00 p.m., and anytime when requested for an emergency delivery. When verbally ordered, normal delivery shall be made within 24 hours of receipt of the order.

The successful bidder shall supply a toll-free number where such orders may be placed. Should the successful bidder fail to make delivery of the fuel oil and the diesel or heating oil systems run out of fuel, he shall be liable for all the expenses for the repairs and maintenance to the equipment, including the expense of resetting the pumps restoring burners, cleaning nozzles, and ignition systems. Upon failure to deliver as requested, the City may at their discretion, arrange for another source of fuel oil and the vendor shall be liable for reimbursement to the City for any increase in costs resulting there from.

Emergency deliveries may be requested, and an after-hours delivery charge is to be entered on proposal sheet for this purpose.

Should any fuel delivered prove not to meet the specified standards, the successful bidder shall remove such fuel, replace with specified fuel, and bear the costs of the task. The successful bidder shall remove condensate and other foreign heavy material from the tanks as required, at no additional cost.

METERED DELIVERIES:

All fuel deliveries must be made by trucks equipped with a meter and printed tickets. The printed tickets must indicate readings before and after loading into storage tanks. Copies of the associated delivery tickets are to be sent with the invoices.

AUTOMATIC DELIVERIES:

The Successful Bidder must make automatic deliveries as required based on automatically faxed tank levels supplied daily by the City's Veeder Root System and the future deliveries are to be confirmed in advance with the City's designate by email (designate to be determined at bid award). Successful bidder shall supply a coordinating company contact individual to receive the subject City's tank level faxes. The automatic deliveries pertain to the 1450 New York Ave location fuel site at present but may include other locations later at the discretion of the City. Bidder must take exception to this requirement if compliance is not expected.

INVOICES:

Vendor shall issue a separate invoice for each location and delivery. Delivery location and purchase order number must show on each invoice along with a copy of delivery sheet and daily OPIS rack price listing used for that day. Invoices, OPIS, and copy of the delivery sheet are to be sent to the Finance Department, Accounts Payable via email to: accountspayable@wilmingtonde.gov and laobohoski@wilmingtonde.gov. The invoiced quantity of any delivery must match the corresponding delivered quantity as shown on the metered delivery sheet for that delivery. If the quantities of product, OPIS Contract Low Rack Price Sheet, and delivery ticket do not match, the invoice will be held up for payment until reconciliation is made.

DELIVERY LOCATIONS

GASOLINE SMALL TANK 5000 GALLONS OR LESS

Public Safety Building One

300 N Walnut Street

One (1) 3,000-gallon tank (in-ground)

Fire Department:

Old Swedes Landing Road

At foot of East 4th Street Bridge

One (1) 500-gallon tank (Skid Tank, above ground)

GASOLINE LARGE TANK 5001 GALLONS OR MORE

Motor Vehicle Division:

(Supervisor – Leonard Obohoski or designate at 302-576-3073)

Public Works Yard at the City's Municipal Complex 1450 New York Ave.

(Enter through gate at 500 Wilmington Ave.) **Gate access code required**

One (1) 10,000-gallon, above-ground tank

One (1) 12,000-gallon, above-ground tank

HEATING OIL (ULSD) SMALL TANKS 5000 GALLONS OR LESS

Porter Gatehouse

2052 E. Park Drive

One (1) 275-Gallon, above ground, 15 PPM USLD heating oil tank.

Porter Filter Plant

2052 E. Park Drive

One (1) – 15 PPM ULSD heating oil, above-ground, 5,000-gallon tank

HEATING OIL (USLD) LARGE TANKS 5001 GALLONS OR MORE

Water Department:

(Supervisor – Joe Dellose at 302-576-5461)

Brandywine Plant

16th & French Streets

One (1) 10,000-gallon, vaulted underground storage tank, 15 PPM USLD heating oil

DIESEL FUEL (USLD) SMALL TANKS & GENERATORS 5000 GALLONS OR LESS

Public Works Department:

(Supervisor – Otis Rackley at 302-353-6139)

Public Works Yard at the City's Municipal Complex 1450 New York Ave.

(Enter through gate at 500 Wilmington Ave.) **Gate access code required**

Two (2) – ULSD, 500-gallon, above- ground tanks (emergency generator tanks)

Water Department:

(Supervisor – Joe Dellose at 302-576-5461)

Porter Filter Plant electrical substation – 2052 E. Park Drive, 19803

One (1) – ULSD, above-ground, 1,200-gallon tank

Porter Filter Plant - Alapocas pump Station – 2052 E. Park Drive, 19803

One (1) – ULSD, 500-gallon tank, above-ground

Kennett Pike – 1125 DuPont Road, 19807

One (1) ULSD, 100-gallon, above ground tank

Hillcrest Pump Station, 503 Hillcrest Avenue, 19809

One (1) ULSD, 100-Gallon, above ground tank

New Castle Pump Station, 4125 New Castle Avenue, 19720

One (1) ULSD, 75-gallon, above ground tank

Cool Springs Station at Gate House, 1001 Van Buren Streets, 19806

One (1) 15 PPM ULSD, 1,000-gallon, in-ground tank

Fire Department:

(Supervisor – Chief John Hoban or designate at 302-576-3151)

Station #3

At 30th and Northeast Blvd.

One (1) ULSD, 550-gallon, in-ground tank

Station #2

At New Castle Ave

One (1) ULSD, 275-gallon, in-ground tank

Fire Boat

Old Swedes Landing Road

At foot of East 4th Street Bridge

One (1) ULSD 5,000-gallon, tank located on boat at dock

Station #1

At 2nd and West St.

One (1) ULSD, 3,000-gallon, above ground tank

Police Athletic League Building:

(Supervisor – Willie Patrick or designate at 302-576-3914)

3707 N Market Street

One (1) ULSD, 500-gallon above-ground tank

William Hick Anderson Community Center

(contact – U'Gandi Jacobs, 302-571-4266)

501 Madison Street

One (1) ULSD, 500-gallon above-ground tank

DIESEL FUEL (USLD) LARGE TANKS (5001 to 15000 gallons Tank)

Motor Vehicle Division:

(Supervisor – Leonard Obohoski or designate at 302-576-3073)

Public Works Yard at the City's Municipal Complex 1450 New York Ave.

(Enter through gate at 500 Wilmington Ave.) **Gate access code required**

Two (2) 6,000-gallon ULSD, above ground, manifolded tanks (automatic delivery)

Site Visits:

Bidders may make arrangements with site supervisors to visit the tank locations before bidding. Questions related to the bids must go to Phil Ceresini, City of Wilmington Purchasing Department via email at pceresini@wilmingtonde.gov

Questions will not be accepted within one (1) week of bid opening date.

The City retains the right to split the award of each item to separate bidders. The City also reserves the right to change or add, delivery locations within the City limits as needed during the term of this contract.

EXCEPTIONS:

Any exceptions submitted to these specifications and attachments must be submitted by the bidder on company letterhead and enclosed with the bid.

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Your City of Wilmington Business License is _____.

This proposal is submitted with the knowledge that the Department of Finance, Division of Procurement and Records, reserve the right to reject any and all proposals when, and in its judgment and is in the best interest of the City of Wilmington to do so.

We, the undersigned, hereby agree to furnish and deliver per the specifications, the items listed below to the City of Wilmington, at various locations between start of contract through June 30, 2022 with possible extensions as described above.

THE CITY RESERVES THE RIGHT TO SPLIT THE AWARD TO MULTIPLE VENDORS.

Gasoline Small Tank 5000 Gallons or Less:

Approximately **10,000** gallons of UNLEADED REGULAR, delivered F.O.B. to locations in Wilmington, Delaware as delivered by **wagon load**.

Estimated Gallons **10,000**

OPIS Low Rack (February 24, 2021) \$1.8815

Quoted Delivery Fee per gallon _____

Delivered Cost per gallon _____
(OPIS plus Quoted Delivery Fee)

Total Cost for 20,000 gallons _____
(Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Gasoline Large Tank 5001 Gallons or More:

Approximately **310,000** gallons of UNLEADED REGULAR, delivered F.O.B. to locations in Wilmington, Delaware as delivered by tanker load.

Estimated Gallons **310,000**

OPIS Low Rack (February 24, 2021) **\$1.8815**

Quoted Delivery Fee per gallon _____

Delivered Cost per gallon _____
(OPIS plus Quoted Delivery Fee)

Total Cost for 325,000 gallons _____
(Delivered Cost Gallon, multiplied by gallons)

Heating Oil Small Tank 5000 Gallons or Less:

Approximately **50,000** gallons of HEATING OIL, ULSD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by wagon load.

Estimated Gallons **50,000**

OPIS Low Rack (February 24, 2021) **\$1.8015**

Quoted Delivery Fee per gallon _____

Delivered Cost per gallon _____
(OPIS plus Quoted Delivery Fee)

Total Cost for 50,000 gallons _____
(Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Heating Oil Large Tank 5001 Gallons or More:

Approximately **10,000** gallons of HEATING OIL, USLD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by **tanker load.**

Estimated Gallons	10,000
OPIS Low Rack (February 24, 2021)	\$1.8015
Quoted Delivery Fee per gallon	_____
Delivered Cost per gallon	_____
	(OPIS plus Quoted Delivery Fee)
Total Cost for 50,000 gallons	_____
	(Delivered Cost Gallon, multiplied by gallons)

Diesel Fuel Small Tank 5000 Gallons or Less:

Approximately **35,000** gallons of Diesel Fuel, USLD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by **wagon load.**

Estimated Gallons	35,000
OPIS Low Rack (February 24, 2021)	\$1.9161
Quoted Delivery Fee per gallon	_____
Delivered Cost per gallon	_____
	(OPIS plus Quoted Delivery Fee)
Total Cost for 25,000 gallons	_____
	(Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Diesel Fuel Large Tank 5001 Gallons or More:

Approximately **100,000** gallons of Diesel Fuel, USLD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by **tanker load**.

Estimated Gallons **100,000**

OPIS Low Rack (February 24, 2021) **\$1.9161**

Quoted Delivery Fee per gallon _____

Delivered Cost per gallon _____
(OPIS plus Quoted Delivery Fee)

Total Cost for 165,000 gallons _____
(Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Grand Total: _____
(Total of all above sections)

FIRM: _____
Corporation / Partnership / Individual

PER: _____
Name (Typed or Printed)

TITLE: _____

SIGNATURE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

FAX: _____

EMAIL: _____

FED TAX ID: _____

AUTOMATIC DELIVERY CONTACT NAME & TEL #: _____

Attachment A

Account #249981

To align the following data, change the font size to 9 in Courier New..

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS CBOB ETHANOL(10%) PRICES

9.0 RVP

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
S.R.& M.	u 1-10	188.15	+ 1.16	-- --	-- --	-- --	-- --	02/23	18:00
Sunoco	b 125-3	190.80	+ 1.24	-- --	-- --	-- --	-- --	02/23	18:00
LOW RACK		188.15							
HIGH RACK		190.80		-- --		-- --			
RACK AVG		189.48		-- --		-- --			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		186.80		-- --		-- --			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		189.95		-- --		-- --			
OPIS GULF COAST DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		189.33		-- --		-- --			
BRD LOW RACK		190.80		-- --		-- --			
BRD HIGH RACK		190.80		-- --		-- --			
BRD RACK AVG		190.80		-- --		-- --			
UBD LOW RACK		188.15		-- --		-- --			
UBD HIGH RACK		188.15		-- --		-- --			
UBD RACK AVG		188.15		-- --		-- --			
CONT AVG-02/24		189.48		-- --		-- --			
CONT LOW-02/24		188.15		-- --		-- --			
CONT HIGH-02/24		190.80		-- --		-- --			

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS RFG ETHANOL(10%) PRICES

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
PBFEnergy	u Net	180.38	+ .02	184.40	+ .28	190.43	+ .68	02/23	18:00
UEPT	u Net	181.40	- .49	184.20	- 1.49	190.20	- 1.09	02/24	10:00
XOM	u Net	181.67	+ 1.10	188.67	+ 1.10	214.31	+ 1.10	02/23	19:00
Freepoint	u Net	183.50	+ 1.75	188.25	+ 2.00	196.00	+ 1.75	02/23	18:00
PSX	u N-10	184.00	+ 1.00	192.00	+ 1.00	200.00	+ 1.00	02/23	18:00
Sprague	u N-10	184.26	+ 1.15	188.48	+ 1.15	195.96	+ 1.15	02/23	18:00
Petrocom	u Net	184.27	+ 3.97	188.13	+ 2.67	193.91	+ .73	02/23	18:00
Gulf	u Net	184.40	+ 1.35	189.15	+ 1.35	194.95	+ 1.40	02/23	18:00
Buckeye	u 1-10	185.60	+ 1.50	188.90	+ 1.50	200.60	+ 1.50	02/23	17:00
S.R.& M.	u 1-10	186.20	+ 1.02	194.20	+ 1.02	203.20	+ 1.02	02/23	18:00
Valero	b 1-10	189.65	+ 1.95	-- --	-- --	234.65	+ 1.95	02/23	18:00
Marathon	b 1-10	190.00	+ 1.46	203.46	+ 1.46	230.40	+ 1.46	02/23	18:00
BP	b 125-3	191.19	+ .66	205.19	+ .66	244.99	+ .86	02/23	18:00
Citgo	b 1-10	191.47	+ 1.22	204.20	+ 1.22	242.96	+ 1.22	02/23	18:00
Gulf	b 1-10	191.55	+ 1.55	205.25	+ 1.60	243.20	+ 1.65	02/23	18:00
Sunoco	b 125-3	192.03	+ 1.09	203.53	+ 1.09	246.69	+ 1.18	02/23	18:00
Shell	b 125-3	192.10	+ 1.12	203.87	+ 1.13	245.63	+ 1.12	02/23	18:00
XOM	b 125-3	192.12	+ 1.21	207.31	+ 1.21	246.81	+ 1.22	02/23	19:00
LOW RACK		180.38		184.20		190.20			
HIGH RACK		192.12		207.31		246.81			
RACK AVG		186.99		195.25		217.49			
OPIS NYH BARGE SPOT MEAN - 02/23									
FOB NYH BARGE		184.795		-- --		-- --			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		186.80		190.67		196.48			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		189.05		-- --		-- --			
OPIS GULF COAST DELIVERED SPOT (SRI)									

OPIS-1

Attachment A

FOB PHILADELPHIA	191.13	194.64	199.90
BRD LOW RACK	189.65	203.46	230.40
BRD HIGH RACK	192.12	207.31	246.81
BRD RACK AVG	191.26	204.69	241.92
UBD LOW RACK	180.38	184.20	190.20
UBD HIGH RACK	186.20	194.20	214.31
UBD RACK AVG	183.57	188.64	197.96
CONT AVG-02/24	187.02	195.33	217.55
CONT LOW-02/24	180.38	184.40	190.43
CONT HIGH-02/24	192.12	207.31	246.81

PHILADELPHIA, PA-NJ
 LOW RETAIL 254.17
 AVG RETAIL 283.59
 LOW RETAIL EX-TAX 180.58
 AVG RETAIL EX-TAX 208.89

PHILADELPHIA, PA 2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS RFG ETHANOL(10%) TOP TIER PRICES

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
UEPT	u Net	181.70	- .49	184.50	- 1.49	190.50	- 1.09	02/24	10:00
LOW RACK		181.70		184.50		190.50			
HIGH RACK		181.70		184.50		190.50			
RACK AVG		181.70		184.50		190.50			
UBD LOW RACK		181.70		184.50		190.50			
UBD HIGH RACK		181.70		184.50		190.50			
UBD RACK AVG		181.70		184.50		190.50			
CONT AVG-02/24		182.19		185.99		191.59			
CONT LOW-02/24		182.19		185.99		191.59			
CONT HIGH-02/24		182.19		185.99		191.59			

PHILADELPHIA, PA 2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS E-75 PRICES

	Terms	Unl	Move	Date	Time
Andersons	u N-10	114.50	- 2.00	02/24	00:01
LOW RACK		114.50			
HIGH RACK		114.50			
RACK AVG		114.50			
UBD LOW RACK		114.50			
UBD HIGH RACK		114.50			
UBD RACK AVG		114.50			
CONT AVG-02/24		114.50			
CONT LOW-02/24		114.50			
CONT HIGH-02/24		114.50			

Attachment A

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
UEPT	u Net	191.69	+ .29	-- --	-- --	-- --	-- --	02/23	18:00
Petrocom	u Net	191.79	- .24	-- --	-- --	-- --	-- --	02/23	18:00
Freepoint	u Net	192.25	+ 1.00	-- --	-- --	-- --	-- --	02/23	18:00
XOM	u Net	192.62	+ .84	-- --	-- --	-- --	-- --	02/23	19:00
PSX	u N-10	193.25	+ 1.00	-- --	-- --	-- --	-- --	02/23	18:00
S.R.& M.	u 1-10	194.51	+ .84	-- --	-- --	-- --	-- --	02/23	18:00
Sprague	u 1-10	194.90	+ .71	-- --	-- --	-- --	-- --	02/23	18:00
Buckeye	u 1-10	195.20	+ 1.00	-- --	-- --	-- --	-- --	02/23	17:00
Huguenot	u N-10	195.78	+ 4.00	-- --	-- --	-- --	-- --	02/24	12:20
BP	b 125-3	196.16	+ .92	-- --	-- --	-- --	-- --	02/23	18:00
Sunoco	b 125-3	196.24	+ .68	-- --	-- --	-- --	-- --	02/23	18:00
XOM	b 125-3	196.58	+ .85	-- --	-- --	-- --	-- --	02/23	19:00
Shell	b 125-3	196.91	+ 3.24	-- --	-- --	-- --	-- --	02/23	18:00
PBFEnergy	u Net	201.84	+ .99	-- --	-- --	-- --	-- --	02/23	18:00
LOW RACK		191.69		-- --	-- --	-- --			
HIGH RACK		201.84		-- --	-- --	-- --			
RACK AVG		194.98		-- --	-- --	-- --			
OPIS NYH BARGE SPOT MEAN - 02/23									
FOB NYH BARGE		186.650		-- --	-- --	-- --			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		188.35		-- --	-- --	-- --			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		190.00		-- --	-- --	-- --			
OPIS GULF COAST DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		190.32		-- --	-- --	-- --			
BRD LOW RACK		196.16		-- --	-- --	-- --			
BRD HIGH RACK		196.91		-- --	-- --	-- --			
BRD RACK AVG		196.47		-- --	-- --	-- --			
UBD LOW RACK		191.69		-- --	-- --	-- --			
UBD HIGH RACK		201.84		-- --	-- --	-- --			
UBD RACK AVG		194.38		-- --	-- --	-- --			
CONT AVG-02/24		194.69		-- --	-- --	-- --			
CONT LOW-02/24		191.69		-- --	-- --	-- --			
CONT HIGH-02/24		201.84		-- --	-- --	-- --			

Attachment A

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR RED DYE DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Move	Date	Time
UEPT	u Net	192.14	+ .29	-- --	-- --	-- --	-- --	-- --	02/23	18:00
Petrocom	u Net	192.28	- .24	-- --	-- --	-- --	-- --	-- --	02/23	18:00
Freepoint	u Net	192.75	+ 1.00	-- --	-- --	-- --	-- --	-- --	02/23	18:00
S.R.& M.	u 1-10	195.01	+ .84	-- --	-- --	-- --	-- --	-- --	02/23	18:00
Buckeye	u 1-10	195.70	+ 1.00	-- --	-- --	-- --	-- --	-- --	02/23	17:00
Huguenot	u N-10	196.28	+ 4.00	-- --	-- --	-- --	-- --	-- --	02/24	12:20
BP	b 125-3	196.66	+ .92	-- --	-- --	-- --	-- --	-- --	02/23	18:00
Sunoco	b 125-3	196.74	+ .68	-- --	-- --	-- --	-- --	-- --	02/23	18:00
PBFEnergy	u Net	202.34	+ .99	-- --	-- --	-- --	-- --	-- --	02/23	18:00
Petrolube	u N-15	215.17	+ 1.00	-- --	-- --	-- --	-- --	-- --	02/24	15:43
LOW RACK		192.14		-- --	-- --	-- --	-- --	-- --		
HIGH RACK		215.17		-- --	-- --	-- --	-- --	-- --		
RACK AVG		197.51		-- --	-- --	-- --	-- --	-- --		
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN										
FOB PHILADELPHIA		188.70		-- --	-- --	-- --	-- --	-- --		
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)										
FOB PHILADELPHIA		190.35		-- --	-- --	-- --	-- --	-- --		
OPIS GULF COAST DELIVERED SPOT (SRI)										
FOB PHILADELPHIA		190.67		-- --	-- --	-- --	-- --	-- --		
BRD LOW RACK		196.66		-- --	-- --	-- --	-- --	-- --		
BRD HIGH RACK		196.74		-- --	-- --	-- --	-- --	-- --		
BRD RACK AVG		196.70		-- --	-- --	-- --	-- --	-- --		
UBD LOW RACK		192.14		-- --	-- --	-- --	-- --	-- --		
UBD HIGH RACK		215.17		-- --	-- --	-- --	-- --	-- --		
UBD RACK AVG		197.71		-- --	-- --	-- --	-- --	-- --		
CONT AVG-02/24		197.01		-- --	-- --	-- --	-- --	-- --		
CONT LOW-02/24		192.14		-- --	-- --	-- --	-- --	-- --		
CONT HIGH-02/24		214.17		-- --	-- --	-- --	-- --	-- --		

Attachment A

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR HEATING OIL DISTILLATE PRICES

	Terms	HEAT	Move	HEAT	Move	HEAT	Move	Date	Time
				RD		PRE			
UEPT	u Net	180.15	- .64	---	---	---	---	02/24	10:00
Petrocom	u Net	180.36	+ .35	---	---	---	---	02/23	18:00
Freepoint	u Net	181.75	+ 1.00	---	---	---	---	02/23	18:00
Buckeye	u 1-10	182.90	- 1.00	---	---	---	---	02/23	17:00
PBFEnergy	u Net	183.34	+ .99	---	---	---	---	02/23	18:00
S.R.& M.	u 1-10	183.55	+ .94	---	---	---	---	02/23	18:00
Sprague	u 1-10	185.02	+ .71	---	---	---	---	02/23	18:00
Petrolube	u 1-10	195.34	+ .57	---	---	---	---	02/24	15:43
LOW RACK		180.15		---	---	---	---		
HIGH RACK		195.34		---	---	---	---		
RACK AVG		184.05		---	---	---	---		
UBD LOW RACK		180.15		---	---	---	---		
UBD HIGH RACK		195.34		---	---	---	---		
UBD RACK AVG		184.05		---	---	---	---		
CONT AVG-02/24		184.06		---	---	---	---		
CONT LOW-02/24		180.36		---	---	---	---		
CONT HIGH-02/24		194.77		---	---	---	---		

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR HEATING OIL WINTER DISTILLATE PRICES

	Terms	No.2	Move	Pre	Move	Date	Time
UEPT	u Net	183.05	- .64	---	---	02/24	10:00
Freepoint	u Net	183.25	+ 1.00	---	---	02/23	18:00
LOW RACK		183.05		---	---		
HIGH RACK		183.25		---	---		
RACK AVG		183.15		---	---		
UBD LOW RACK		183.05		---	---		
UBD HIGH RACK		183.25		---	---		
UBD RACK AVG		183.15		---	---		
CONT AVG-02/24		183.47		---	---		
CONT LOW-02/24		183.25		---	---		
CONT HIGH-02/24		183.69		---	---		

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR WINTER DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
Freepoint	u Net	193.75	+ 1.00	---	---	---	---	02/23	18:00
UEPT	u Net	194.59	+ .29	---	---	---	---	02/23	18:00
Petrocom	u Net	194.60	- .24	---	---	---	---	02/23	18:00
S.R.& M.	u 1-10	197.16	+ .84	---	---	---	---	02/23	18:00
Sunoco	b 125-3	198.14	+ .68	---	---	---	---	02/23	18:00
Huguenot	u N-10	198.28	+ 4.00	---	---	---	---	02/24	12:20
BP	b 125-3	199.16	+ .92	---	---	---	---	02/23	18:00
PBFEnergy	u Net	203.84	+ .99	---	---	---	---	02/23	18:00
Buckeye	u 1-10	---	---	---	---	197.70	+ 1.00	02/23	17:00
LOW RACK		193.75		---	---	197.70			
HIGH RACK		203.84		---	---	197.70			
RACK AVG		197.44		---	---	197.70			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN				---	---				
FOB PHILADELPHIA		188.35		---	---	190.60			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)				---	---				
FOB PHILADELPHIA		190.00		---	---	192.25			
OPIS GULF COAST DELIVERED SPOT (SRI)				---	---				
FOB PHILADELPHIA		190.32		---	---	192.57			

OPIS-5

Attachment A

BRD LOW RACK	198.14	-- --	-- --
BRD HIGH RACK	199.16	-- --	-- --
BRD RACK AVG	198.65	-- --	-- --
UBD LOW RACK	193.75	-- --	197.70
UBD HIGH RACK	203.84	-- --	197.70
UBD RACK AVG	197.04	-- --	197.70
CONT AVG-02/24	196.94	-- --	197.70
CONT LOW-02/24	193.75	-- --	197.70
CONT HIGH-02/24	203.84	-- --	197.70

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR RED DYE WINTER DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
Freepoint	u Net	194.25	+ 1.00	-- --	-- --	-- --	-- --	02/23	18:00
UEPT	u Net	195.04	+ .29	-- --	-- --	-- --	-- --	02/23	18:00
Petrocom	u Net	195.09	- .24	-- --	-- --	-- --	-- --	02/23	18:00
S.R.& M.	u 1-10	197.66	+ .84	-- --	-- --	-- --	-- --	02/23	18:00
Huguenot	u N-10	198.78	+ 4.00	-- --	-- --	-- --	-- --	02/24	12:20
PBFEnergy	u Net	204.34	+ .99	-- --	-- --	-- --	-- --	02/23	18:00
Buckeye	u 1-10	-- --	-- --	-- --	-- --	198.20	+ 1.00	02/23	17:00
LOW RACK		194.25		-- --		198.20			
HIGH RACK		204.34		-- --		198.20			
RACK AVG		197.53		-- --		198.20			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		188.70		-- --		190.95			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		190.35		-- --		192.60			
OPIS GULF COAST DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		190.67		-- --		192.92			
UBD LOW RACK		194.25		-- --		198.20			
UBD HIGH RACK		204.34		-- --		198.20			
UBD RACK AVG		197.53		-- --		198.20			
CONT AVG-02/24		196.86		-- --		198.20			
CONT LOW-02/24		194.25		-- --		198.20			
CONT HIGH-02/24		204.34		-- --		198.20			

INSTRUCTIONS TO BIDDERS

1. Bids on **City Contract 22011PW – GASOLINE, HEATING OIL & DIESEL FUEL** are due to the Department of Finance, Division of Procurement and Records, 5th Floor, Louis L. Redding City/County Building, 800 French Street, Wilmington, Delaware by **3:00 PM on March 25, 2021**. Bids can also be left in the drop box marked **“PROCUREMENT”** located on the first floor in front of the guard station.

The building is still closed to the public so the bid opening will be visible as a Zoom Meeting.

Link: <https://zoom.us/j/93438358719?pwd=USs3SVd4b2dQZ2p6ZG9WYXBwTzI4QT09>

Meeting ID: 934 3835 8719 Passcode: 58Ehqa

2. Proposals must be in triplicate, sealed in an envelope, and the envelope endorsed **“Bid for City Contract 22011PW – GASOLINE, HEATING OIL & DIESEL FUEL”** and addressed to the Department of Finance, Division of Procurement and Records, 5th Floor, Louis L. Redding City/County Building, 800 French Street, Wilmington, Delaware.
3. Any bid may be withdrawn prior to the schedule time for opening of bids or authorized postponement thereof. No bid may be withdrawn within thirty (30) calendar days after the actual opening thereof.
4. The successful bidder will be required to have or obtain an appropriate business license from the Department of Finance, Revenue Division, City of Wilmington, in order to be awarded the contract. Before obtaining a City of Wilmington Business License, all applicants must show proof of a current State of Delaware Business License.
5. The corporation, the successful bidder shall furnish a certificate from the State where it is incorporated, stating that it is a subsisting corporation. The corporation shall also furnish one (1) original and two (2) copies of the excerpts of the corporate minutes, which grant authority to those who sign and attest the contract. The Corporate Seal shall be affixed where signatures are attested.
6. The successful bidder will be required to withhold City of Wilmington Wage Tax from their employees and withheld taxes paid to the City of Wilmington pursuant to the provisions of the Wilmington Wage Tax Law. This law applies to people living and/or working in the City of Wilmington.
7. The U.S. Department of Commerce monitors Procurement transaction made to minority business enterprises by the City of Wilmington. The Minority Business Developments Agency's District Office reserves the right to contact the successful minority bidder and/or subcontractor to confirm any participation in the Procurement process.
8. The successful bidder certifies that they are not listed on the Federal Government, Excluded Parties List System (www.sam.gov). This will be verified by the City of Wilmington and if listed may be grounds for rejection of the bid or proposal.
9. Any person doing business or seeking to do business with the City shall abide by the following Global Sullivan Principles:
 - A. Support universal human rights and particularly, those of employees, the communities within which you operate, and parties with whom you do business.
 - B. Promote equal opportunity for employees at all levels of the company with respect to issues such as color, race, gender, age, ethnicity, or religious beliefs, and operate without unacceptable worker treatment such as the exploitation of children, physical punishment, female abuse, involuntary servitude, or other forms of abuse.
 - C. Respect employee's voluntary freedom of association.
 - D. Compensate employees to enable them to meet at least their basic needs and provide the opportunity to improve their skill and capability in order to raise their social and economic opportunities.

- E. Provide a safe and healthy workplace; protect human health and the environment; and promote sustainable development.
- F. Promote fair competition including respect for intellectual and other property rights, and not offer, pay, or accept bribes.
- G. Work with governments and communities in which you do business to improve the quality of life in those communities -- their educational, cultural, economic, and social well-being -- and seek to provide training and opportunities for workers from disadvantaged backgrounds.
- H. Promote the application of these principles by those with whom you do business.

10. **Award and Execution of Contract**

- A. **Consideration of Proposals.** After the proposals are opened and read, they will be compared on the basis of the summation of the products of the approximate quantities shown in the bid schedule by the unit bid prices, unless the proposals states a different basis for comparing bids. In the event of a discrepancy between unit bid prices and extensions, the unit bid price shall govern.

Before awarding the contract, a bidder may be required to show that he/she has the ability, experience, necessary equipment, experienced personnel, and financial resources to successfully carry out the work required by the contract.

The right is reserved to reject any and/or all proposals, to waive technicalities, to advertise for new proposals, or to proceed to do the work otherwise, if in the judgment of the department the best interest of the City will be promoted thereby.

- B. **Award of Contract.** The award of the contract, if it be awarded, must be within thirty (30) calendar days after the opening of proposals to the lowest responsible and qualified bidder whose proposal complies with all the requirements prescribed. The successful bidder will be notified by letter mailed to the address shown on his proposals that his bid has been accepted and has been awarded the contract.
- C. **Cancellation of Award.** The City reserves the right to cancel the award of any contract at any time before the execution of said contract by all parties without any liability against the City.
- D. **Right to Audit.** The City Auditor or his designee shall have the right to audit the contract and any books, documents, or records relating thereto.

Questions should be directed to Phil Ceresini via email at pceresini@wilmingtonde.gov. Questions will not be accepted within 1 week of bid opening.

THIS CONTRACT DOES NOT REQUIRE A BID BOND OR PERFORMANCE BOND.



CITY OF WILMINGTON, DELAWARE

SPECIFICATIONS FOR CONTRACT

GASOLINE / HEATING OIL / DIESEL FUEL

CONTRACT 22011PW

City of Wilmington
Department of Public Works
February 25, 2021

**CITY OF WILMINGTON
DEPARTMENT OF PUBLIC WORKS
GASOLINE, HEATING OIL AND DIESEL FUEL
Contract 22011PW**

SPECIFICATIONS:

Petroleum products sold to the City of Wilmington under the Terms and Conditions of this contract will be tested according to the procedures and specifications outlined below. Vendors can bid Wagon Loads, Tanker Loads (8,500), or a combination of both:

Gasoline to conform to the ASTM Designation D439-79 or most current revision thereof: the antiknock requirement for gasoline shall be as follows:

Antiknock Index	Ethanol Content /Gal.
Minimum	Maximum
87.0 octane	15%

Heating Oil to conform to the ASTM Designation for #2 Heating Oil, D396 or most current revision. The heating oil shall also comply with the requirement of Ultra Low Sulphur 15 PPM maximum. The City will not accept DYED ULSD in lieu of Heating Oil.

Diesel Fuel to conform to the ASTM designation D975 or most current revision for ULSD (12-15 PPM of Sulfur). Suppliers and their sources are prohibited from adulterating the fuel with reclaimed or waste products of any type. The fuel is to be completely distilled materials. That is, the fuel should show at least 98 percent of volume recovery when subjected to ASTM D-86 (or latest version) distillation. Fuel is to meet VVF-800 (grades DF-1 and DF-2) and ASTM Designation D-975. Fuel is to be clean and free of contamination of any kind. The cetane number rating must be a minimum of 40 and the final boiling point is to be 675 degrees Fahrenheit. The City will not accept 5% or 2% bio in your diesel.

TERM:

The initial term of this contract shall be July 1, 2021, or as soon as possible thereafter, to June 30, 2022. The City of Wilmington maintains the option to extend this contract for two (2) additional periods of one (1) year each which will run from July 1st until June 30th. Terms and conditions of the contract must remain the same. The City will give 60 days advanced written notice if the contract is to be extended.

PRICING METHOD:

For all fuel products the bidder must complete the proposal form at the end of this document. The delivered price per gallon of Gasoline / Heating Oil / Diesel Fuel will be calculated for each product as follows: the daily OPIS Contract Low Rack price for Philadelphia, PA at 5:00 pm for the day of delivery plus the delivery fee (fixed for the term of the contract) from the proposal form. The City of Wilmington is exempt from Federal and State excise taxes. Additional charges to appear separately on the invoice are:

Federal Leaking Underground Storage Tank (LUST) Fee
Federal Oil Spill Recovery Fee
Delaware Hazard Substance Clean

A copy of the **February 24, 2021** OPIS Contract Report for 5:00 pm is attached to this document for reference as Attachment A. Additionally, the base price on the proposal form is derived from the **February 24, 2021** report. The prices on the proposal form are for comparison only. Invoiced pricing will fluctuate as detailed above.

ESTIMATED QUANTITIES:

The quantities stated in the attached proposal forms are used as basis of comparison of bids. Actual quantities purchased will be governed by need. The City reserves the right to change, add, or delete delivery locations within the City limits as needed.

TAXES:

The price quoted on all products shall be exempt from Federal, State, or local taxes. Tax exempt certificates will be supplied to the successful bidder(s) (license #21131)

GENERAL:

All Items of this specification shall meet or exceed Federal and /or State regulations with reference to air, water, storage, and pollution regulations. The initial term of this contract will be from date of signed contract to **June 30, 2022** with possible extensions as described above.

DELIVERY:

Delivery shall be made to the tanks at several locations, Monday through Friday, between 6:00 a.m. and 6:00 p.m., and anytime when requested for an emergency delivery. When verbally ordered, normal delivery shall be made within 24 hours of receipt of the order.

The successful bidder shall supply a toll-free number where such orders may be placed. Should the successful bidder fail to make delivery of the fuel oil and the diesel or heating oil systems run out of fuel, he shall be liable for all the expenses for the repairs and maintenance to the equipment, including the expense of resetting the pumps restoring burners, cleaning nozzles, and ignition systems. Upon failure to deliver as requested, the City may at their discretion, arrange for another source of fuel oil and the vendor shall be liable for reimbursement to the City for any increase in costs resulting there from.

Emergency deliveries may be requested, and an after-hours delivery charge is to be entered on proposal sheet for this purpose.

Should any fuel delivered prove not to meet the specified standards, the successful bidder shall remove such fuel, replace with specified fuel, and bear the costs of the task. The successful bidder shall remove condensate and other foreign heavy material from the tanks as required, at no additional cost.

METERED DELIVERIES:

All fuel deliveries must be made by trucks equipped with a meter and printed tickets. The printed tickets must indicate readings before and after loading into storage tanks. Copies of the associated delivery tickets are to be sent with the invoices.

AUTOMATIC DELIVERIES:

The Successful Bidder must make automatic deliveries as required based on automatically faxed tank levels supplied daily by the City's Veeder Root System and the future deliveries are to be confirmed in advance with the City's designate by email (designate to be determined at bid award). Successful bidder shall supply a coordinating company contact individual to receive the subject City's tank level faxes. The automatic deliveries pertain to the 1450 New York Ave location fuel site at present but may include other locations later at the discretion of the City. Bidder must take exception to this requirement if compliance is not expected.

INVOICES:

Vendor shall issue a separate invoice for each location and delivery. Delivery location and purchase order number must show on each invoice along with a copy of delivery sheet and daily OPIS rack price listing used for that day. Invoices, OPIS, and copy of the delivery sheet are to be sent to the Finance Department, Accounts Payable via email to: accounts payable@wilmingtonde.gov and laobohoski@wilmingtonde.gov. The invoiced quantity of any delivery must match the corresponding delivered quantity as shown on the metered delivery sheet for that delivery. If the quantities of product, OPIS Contract Low Rack Price Sheet, and delivery ticket do not match, the invoice will be held up for payment until reconciliation is made.

DELIVERY LOCATIONS

GASOLINE SMALL TANK 5000 GALLONS OR LESS

Public Safety Building One

300 N Walnut Street

One (1) 3,000-gallon tank (in-ground)

Fire Department:

Old Swedes Landing Road

At foot of East 4th Street Bridge

One (1) 500-gallon tank (Skid Tank, above ground)

GASOLINE LARGE TANK 5001 GALLONS OR MORE

Motor Vehicle Division:

(Supervisor – Leonard Obohoski or designate at 302-576-3073)

Public Works Yard at the City's Municipal Complex 1450 New York Ave.

(Enter through gate at 500 Wilmington Ave.) **Gate access code required**

One (1) 10,000-gallon, above-ground tank

One (1) 12,000-gallon, above-ground tank

HEATING OIL (ULSD) SMALL TANKS 5000 GALLONS OR LESS

Porter Gatehouse

2052 E. Park Drive

One (1) 275-Gallon, above ground, 15 PPM USLD heating oil tank.

Porter Filter Plant

2052 E. Park Drive

One (1) – 15 PPM ULSD heating oil, above-ground, 5,000-gallon tank

HEATING OIL (USLD) LARGE TANKS 5001 GALLONS OR MORE

Water Department:

(Supervisor – Joe Dellose at 302-576-5461)

Brandywine Plant

16th & French Streets

One (1) 10,000-gallon, vaulted underground storage tank, 15 PPM USLD heating oil

DIESEL FUEL (USLD) SMALL TANKS & GENERATORS 5000 GALLONS OR LESS

Public Works Department:

(Supervisor – Otis Rackley at 302-353-6139)

Public Works Yard at the City's Municipal Complex 1450 New York Ave.

(Enter through gate at 500 Wilmington Ave.) **Gate access code required**

Two (2) – ULSD, 500-gallon, above-ground tanks (emergency generator tanks)

Water Department:

(Supervisor – Joe Dellose at 302-576-5461)

Porter Filter Plant electrical substation – 2052 E. Park Drive, 19803

One (1) – ULSD, above-ground, 1,200-gallon tank

Porter Filter Plant - Alapocas pump Station – 2052 E. Park Drive, 19803

One (1) – ULSD, 500-gallon tank, above-ground

Kennett Pike – 1125 DuPont Road, 19807

One (1) ULSD, 100-gallon, above ground tank

Hillcrest Pump Station, 503 Hillcrest Avenue, 19809

One (1) ULSD, 100-Gallon, above ground tank

New Castle Pump Station, 4125 New Castle Avenue, 19720

One (1) ULSD, 75-gallon, above ground tank

Cool Springs Station at Gate House, 1001 Van Buren Streets, 19806

One (1) 15 PPM ULSD, 1,000-gallon, in-ground tank

Fire Department:

(Supervisor – Chief John Hoban or designate at 302-576-3151)

Station #3

At 30th and Northeast Blvd.

One (1) ULSD, 550-gallon, in-ground tank

Station #2

At New Castle Ave

One (1) ULSD, 275-gallon, in-ground tank

Fire Boat

Old Swedes Landing Road

At foot of East 4th Street Bridge

One (1) ULSD 5,000-gallon, tank located on boat at dock

Station #1

At 2nd and West St.

One (1) ULSD, 3,000-gallon, above ground tank

Police Athletic League Building:

(Supervisor – Willie Patrick or designate at 302-576-3914)

3707 N Market Street

One (1) ULSD, 500-gallon above-ground tank

William Hick Anderson Community Center

(contact – U'Gandi Jacobs, 302-571-4266)

501 Madison Street

One (1) ULSD, 500-gallon above-ground tank

DIESEL FUEL (USLD) LARGE TANKS (5001 to 15000 gallons Tank)

Motor Vehicle Division:

(Supervisor – Leonard Obohoski or designate at 302-576-3073)

Public Works Yard at the City's Municipal Complex, 1450 New York Ave.

(Enter through gate at 500 Wilmington Ave.) **Gate access code required**

Two (2) 6,000-gallon ULSD, above ground, manifolded tanks (automatic delivery)

Site Visits:

Bidders may make arrangements with site supervisors to visit the tank locations before bidding. Questions related to the bids must go to Phil Ceresini, City of Wilmington Purchasing Department via email at pceresini@wilmingtonde.gov

Questions will not be accepted within one (1) week of bid opening date.

The City retains the right to split the award of each item to separate bidders. The City also reserves the right to change or add, delivery locations within the City limits as needed during the term of this contract.

EXCEPTIONS:

Any exceptions submitted to these specifications and attachments must be submitted by the bidder on company letterhead and enclosed with the bid.

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Your City of Wilmington Business License is Supplier #2008600842.

This proposal is submitted with the knowledge that the Department of Finance, Division of Procurement and Records, reserve the right to reject any and all proposals when, and in its judgment and is in the best interest of the City of Wilmington to do so.

We, the undersigned, hereby agree to furnish and deliver per the specifications, the items listed below to the City of Wilmington, at various locations between start of contract through June 30, 2022 with possible extensions as described above.

THE CITY RESERVES THE RIGHT TO SPLIT THE AWARD TO MULTIPLE VENDORS.

Gasoline Small Tank 5000 Gallons or Less:

Approximately **10,000** gallons of UNLEADED REGULAR, delivered F.O.B. to locations in Wilmington, Delaware as delivered by wagon load.

Estimated Gallons	10,000
OPIS Low Back (February 23, 2021)	\$1.8815
Quoted Delivery Fee per gallon	<u>0.1585</u>
Delivered Cost per gallon	<u>2.0400</u> (OPIS plus Quoted Delivery Fee)
Total Cost for 20,000 gallons	<u>40,800.00</u> (Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Gasoline Large Tank 5001 Gallons or More:

Approximately 325,000 gallons of UNLEADED REGULAR, delivered F.O.B. to locations in Wilmington, Delaware as delivered by tanker load.

Estimated Gallons	<u>325,000</u>
OPIS Low Rack (February 24, 2021)	<u>\$1.8815</u>
Quoted Delivery Fee per gallon	<u>0.0265</u>
Delivered Cost per gallon	<u>1.9080</u> (OPIS plus Quoted Delivery Fee)
Total Cost for 325,000 gallons	<u>620,100.00</u> (Delivered Cost Gallon, multiplied by gallons)

Heating Oil Small Tank 5000 Gallons or Less:

Approximately 50,000 gallons of HEATING OIL, ULSD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by wagon load.

Estimated Gallons	50,000
OPIS Low Rack (February 24, 2021)	\$1.8015
Quoted Delivery Fee per gallon	<u>0.1585</u>
Delivered Cost per gallon	<u>1.9600</u> (OPIS plus Quoted Delivery Fee)
Total Cost for 50,000 gallons	<u>98,000.00</u> (Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Heating Oil Large Tank 5001 Gallons or More:

Approximately 10,000 gallons of HEATING OIL, USLD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by tanker load.

Estimated Gallons	10,000
OPIS Low Rack (February 24, 2021)	\$1.8015
Quoted Delivery Fee per gallon	<u>0.0340</u>
Delivered Cost per gallon	<u>1.8355</u> (OPIS plus Quoted Delivery Fee)
Total Cost for 50,000 gallons	<u>91,775.00</u> (Delivered Cost Gallon, multiplied by gallons)

Diesel Fuel Small Tank 5000 Gallons or Less:

Approximately ~~35,000~~ gallons of Diesel Fuel, USLD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by wagon load.

Estimated Gallons	35,000
OPIS Low Rack (February 24, 2021)	\$1.9161
Quoted Delivery Fee per gallon	<u>0.2100</u>
Delivered Cost per gallon	<u>2.1261</u> (OPIS plus Quoted Delivery Fee)
Total Cost for 25,000 gallons	<u>53,152.50</u> (Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Diesel Fuel Large Tank 5001 Gallons or More:

Approximately **165,000** gallons of Diesel Fuel, USLD, delivered F.O.B. to locations in Wilmington, Delaware as delivered by tanker load.

Estimated Gallons **165,000**

OPIS Low Back February 24, 2021 **\$1.9161**

Quoted Delivery Fee per gallon 0.0430

Delivered Cost per gallon 1.9591
(OPIS plus Quoted Delivery Fee)

Total Cost for 165,000 gallons 323,251.50
(Delivered Cost Gallon, multiplied by gallons)

**PROPOSAL FORM
CONTRACT 22011PW
GASOLINE / HEATING OIL / DIESEL FUEL**

Grand Total: \$1,227,079.00
(Total of all above sections)

FIRM: James River Solutions
Corporation / Partnership / Individual

PER: Tracy Little
Name (Typed or Printed)

TITLE: President

SIGNATURE: 

ADDRESS: 10487 Lakeridge Parkway, Suite 100

CITY, STATE, ZIP: Ashland, VA 23005

PHONE: 804-767-8170

FAX: 804-359-6307

EMAIL: bbailey@jrpenergy.com

FED TAX ID: 32-0135618

AUTOMATIC DELIVERY CONTACT NAME & TEL #: Customer Service
804-358-9000

Attachment A

Account #249981

To align the following data, change the font size to 9 in Courier New.

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS CBOB ETHANOL(10%) PRICES

9.0 RVP

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
S.R. & M.	u 1-10	188.15	+ 1.16	---	---	---	---	02/23	18:00
Sunoco	b 125-3	190.80	+ 1.24	---	---	---	---	02/23	18:00
<hr/>									
HIGH RACK		190.80		---	---	---			
RACK AVG		189.48		---	---	---			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		186.80		---	---	---			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		189.95		---	---	---			
OPIS GULF COAST DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		189.33		---	---	---			
BRD LOW RACK		190.80		---	---	---			
BRD HIGH RACK		190.80		---	---	---			
BRD RACK AVG		190.80		---	---	---			
UBD LOW RACK		188.15		---	---	---			
UBD HIGH RACK		188.15		---	---	---			
UBD RACK AVG		188.15		---	---	---			
CONT AVG-02/24		189.48		---	---	---			
CONT LOW-02/24		188.15		---	---	---			
CONT HIGH-02/24		190.80		---	---	---			

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS RFG ETHANOL(10%) PRICES

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
PBF Energy	u Net	180.38	+ .02	184.40	+ .28	190.43	+ .68	02/23	18:00
UEPT	u Net	181.40	- .49	184.20	- 1.49	190.20	- 1.09	02/24	10:00
XOM	u Net	181.67	+ 1.10	188.67	+ 1.10	214.31	+ 1.10	02/23	19:00
Freepoint	u Net	183.50	+ 1.75	188.25	+ 2.00	196.00	+ 1.75	02/23	18:00
PSX	u N-10	184.00	+ 1.00	192.00	+ 1.00	200.00	+ 1.00	02/23	18:00
Sprague	u N-10	184.26	+ 1.15	188.48	+ 1.15	195.96	+ 1.15	02/23	18:00
Petrocom	u Net	184.27	+ 3.97	188.13	+ 2.67	193.91	+ .73	02/23	18:00
Gulf	u Net	184.40	+ 1.35	189.15	+ 1.35	194.95	+ 1.40	02/23	18:00
Buckeye	u 1-10	185.60	+ 1.50	188.90	+ 1.50	200.60	+ 1.50	02/23	17:00
S.R. & M.	u 1-10	186.20	+ 1.02	194.20	+ 1.02	203.20	+ 1.02	02/23	18:00
Valero	b 1-10	189.65	+ 1.95	---	---	234.65	+ 1.95	02/23	18:00
Marathon	b 1-10	190.00	+ 1.46	203.46	+ 1.46	230.40	+ 1.46	02/23	18:00
BP	b 125-3	191.19	+ .66	205.19	+ .66	244.99	+ .86	02/23	18:00
Citgo	b 1-10	191.47	+ 1.22	204.20	+ 1.22	242.96	+ 1.22	02/23	18:00
Cuif	b 1-10	191.55	+ 1.55	205.25	+ 1.60	243.20	+ 1.65	02/23	18:00
Sunoco	b 125-3	192.03	+ 1.09	203.53	+ 1.09	246.69	+ 1.18	02/23	18:00
Shell	b 125-3	192.10	+ 1.12	203.87	+ 1.13	245.63	+ 1.12	02/23	18:00
XOM	b 125-3	192.12	+ 1.21	207.31	+ 1.21	246.81	+ 1.22	02/23	19:00
LOW RACK		180.38		184.20		190.20			
HIGH RACK		192.12		207.31		246.81			
RACK AVG		186.99		195.25		217.49			
OPIS NYH BARGE SPOT MEAN - 02/23									
FOB NYH BARGE		184.795		---		---			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		186.80		190.67		196.48			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		189.95		---		---			
OPIS GULF COAST DELIVERED SPOT (SRI)									

OPIS-1

Attachment A

FOB PHILADELPHIA	191.13	194.64	199.90
BRD LOW RACK	189.65	203.46	230.40
BRD HIGH RACK	192.12	207.31	246.81
BRD RACK AVG	191.26	204.69	241.92
UBD LOW RACK	180.38	184.20	190.20
UBD HIGH RACK	186.20	194.20	214.31
UBD RACK AVG	183.57	188.64	197.96
CONT AVG-02/24	187.02	195.33	217.55
CONT LOW-02/24	180.38	184.40	190.43
CONT HIGH-02/24	192.12	207.31	246.81

PHILADELPHIA, PA-NJ
 LOW RETAIL 254.17
 AVG RETAIL 283.59
 LOW RETAIL EX-TAX 180.58
 AVG RETAIL EX-TAX 208.89

PHILADELPHIA, PA 2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS REG ETHANOL(10%) TOP TIER PRICES

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
UEPT	u Net	181.70	- .49	184.50	- 1.49	190.50	- 1.09	02/24	10:00
LOW RACK		181.70		184.50		190.50			
HIGH RACK		181.70		184.50		190.50			
RACK AVG		181.70		184.50		190.50			
UBD LOW RACK		181.70		184.50		190.50			
UBD HIGH RACK		181.70		184.50		190.50			
UBD RACK AVG		181.70		184.50		190.50			
CONT AVG-02/24		182.19		185.99		191.59			
CONT LOW-02/24		182.19		185.99		191.59			
CONT HIGH-02/24		182.19		185.99		191.59			

PHILADELPHIA, PA 2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS E-75 PRICES

	Terms	Unl	Move	Date	Time
Andersons	u N-10	114.50	- 2.00	02/24	00:01
LOW RACK		114.50			
HIGH RACK		114.50			
RACK AVG		114.50			
UBD LOW RACK		114.50			
UBD HIGH RACK		114.50			
UBD RACK AVG		114.50			
CONT AVG-02/24		114.50			
CONT LOW-02/24		114.50			
CONT HIGH-02/24		114.50			

Attachment A

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Move	Date	Time
UEPT	u Net	191.69	+ .29	---	---	---	---	---	02/23	18:00
Petrocom	u Net	191.79	- .24	---	---	---	---	---	02/23	18:00
Freepoint	u Net	192.25	+ 1.00	---	---	---	---	---	02/23	18:00
XOM	u Net	192.62	+ .84	---	---	---	---	---	02/23	19:00
PSX	u N-10	193.25	+ 1.00	---	---	---	---	---	02/23	18:00
S.R.& M.	u 1-10	194.51	+ .84	---	---	---	---	---	02/23	18:00
Sprague	u 1-10	194.90	+ .71	---	---	---	---	---	02/23	18:00
Buckeye	u 1-10	195.20	+ 1.00	---	---	---	---	---	02/23	17:00
Huguenot	u N-10	195.78	+ 4.00	---	---	---	---	---	02/24	12:20
BP	b 125-3	196.16	+ .92	---	---	---	---	---	02/23	18:00
Sunoco	b 125-3	196.24	+ .68	---	---	---	---	---	02/23	18:00
XOM	b 125-3	196.58	+ .85	---	---	---	---	---	02/23	19:00
Shell	b 125-3	196.91	+ 3.24	---	---	---	---	---	02/23	18:00
PBFEnergy	u Net	201.84	+ .99	---	---	---	---	---	02/23	18:00
<hr/>										
HIGH RACK		201.84		---	---	---	---	---		
RACK AVG		194.98		---	---	---	---	---		
OPIS NYH BARGE SPOT MEAN - 02/23				---	---	---	---	---		
FOB NYH BARGE		186.650		---	---	---	---	---		
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN				---	---	---	---	---		
FOB PHILADELPHIA		188.35		---	---	---	---	---		
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)				---	---	---	---	---		
FOB PHILADELPHIA		190.00		---	---	---	---	---		
OPIS GULF COAST DELIVERED SPOT (SRI)				---	---	---	---	---		
FOB PHILADELPHIA		190.32		---	---	---	---	---		
BRD LOW RACK		196.16		---	---	---	---	---		
BRD HIGH RACK		196.91		---	---	---	---	---		
BRD RACK AVG		196.47		---	---	---	---	---		
UBD LOW RACK		191.69		---	---	---	---	---		
UBD HIGH RACK		201.84		---	---	---	---	---		
UBD RACK AVG		194.38		---	---	---	---	---		
CONT AVG-02/24		194.69		---	---	---	---	---		
CONT LOW-02/24		191.69		---	---	---	---	---		
CONT HIGH-02/24		201.84		---	---	---	---	---		

Attachment A

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE

OPIS GROSS ULTRA LOW SULFUR RED DYE DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
UEPT	u Net	192.14	+ .29	---	---	---	---	02/23	18:00
Petrocom	u Net	192.28	- .24	---	---	---	---	02/23	18:00
Freepoint	u Net	192.75	+ 1.00	---	---	---	---	02/23	18:00
S.R.& M.	u 1-10	195.01	+ .84	---	---	---	---	02/23	18:00
Buckeye	u 1-10	195.70	+ 1.00	---	---	---	---	02/23	17:00
Huguenot	u N-10	196.28	+ 4.00	---	---	---	---	02/24	12:20
BP	b 125-3	196.66	+ .92	---	---	---	---	02/23	18:00
Sunoco	b 125-3	196.74	+ .68	---	---	---	---	02/23	18:00
PBF Energy	u Net	202.34	+ .99	---	---	---	---	02/23	18:00
Petrolube	u N-15	215.17	+ 1.00	---	---	---	---	02/24	15:43
LOW RACK		192.14		---	---	---	---		
HIGH RACK		215.17		---	---	---	---		
RACK AVG		197.51		---	---	---	---		
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
	FOB PHILADELPHIA	188.70		---	---	---	---		
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
	FOB PHILADELPHIA	190.35		---	---	---	---		
OPIS GULF COAST DELIVERED SPOT (SRI)									
	FOB PHILADELPHIA	190.67		---	---	---	---		
BRD LOW RACK		196.66		---	---	---	---		
BRD HIGH RACK		196.74		---	---	---	---		
BRD RACK AVG		196.70		---	---	---	---		
UBD LOW RACK		192.14		---	---	---	---		
UBD HIGH RACK		215.17		---	---	---	---		
UBD RACK AVG		197.71		---	---	---	---		
CONT AVG-02/24		197.01		---	---	---	---		
CONT LOW-02/24		192.14		---	---	---	---		
CONT HIGH-02/24		214.17		---	---	---	---		

OPIS-4

Attachment A

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE
 OPIS GROSS ULTRA LOW SULFUR HEATING OIL DISTILLATE PRICES

	Terms	HEAT	Move	HEAT	RD	Move	HEAT	PRE	Move	Date	Time
UEPT	u Net	180.15	- .64	---	---	---	---	---	---	02/24	10:00
Petrocom	u Net	180.36	+ .35	---	---	---	---	---	---	02/23	18:00
Freepoint	u Net	181.75	+ 1.00	---	---	---	---	---	---	02/23	18:00
Buckeye	u 1-10	182.90	- 1.00	---	---	---	---	---	---	02/23	17:00
PBFEnergy	u Net	183.34	+ .99	---	---	---	---	---	---	02/23	18:00
S.R. & M.	u 1-10	183.55	+ .94	---	---	---	---	---	---	02/23	18:00
Sprague	u 1-10	185.02	+ .71	---	---	---	---	---	---	02/23	18:00
Petrolube	u 1-10	195.34	+ .57	---	---	---	---	---	---	02/24	15:43
LOW RACK		180.15		---	---	---	---	---	---		
HIGH RACK		195.34		---	---	---	---	---	---		
RACK AVG		184.05		---	---	---	---	---	---		
UBD LOW RACK		180.15		---	---	---	---	---	---		
UBD HIGH RACK		195.34		---	---	---	---	---	---		
UBD RACK AVG		184.05		---	---	---	---	---	---		
CONT AVG-02/24		184.06		---	---	---	---	---	---		
CONT LOW-02/24		180.36		---	---	---	---	---	---		
CONT HIGH-02/24		194.77		---	---	---	---	---	---		

PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE
 OPIS GROSS ULTRA LOW SULFUR HEATING OIL WINTER DISTILLATE PRICES

	Terms	No.2	Move	Pre	Move	Date	Time
UEPT	u Net	183.05	- .64	---	---	02/24	10:00
Freepoint	u Net	183.25	+ 1.00	---	---	02/23	18:00
LOW RACK		183.05		---	---		
HIGH RACK		183.25		---	---		
RACK AVG		183.15		---	---		
UBD LOW RACK		183.05		---	---		
UBD HIGH RACK		183.25		---	---		
UBD RACK AVG		183.15		---	---		
CONT AVG-02/24		183.47		---	---		
CONT LOW-02/24		183.25		---	---		
CONT HIGH-02/24		183.69		---	---		

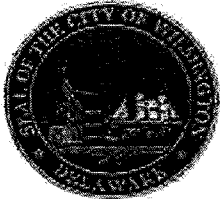
PHILADELPHIA, PA

2021-02-24 16:59:00 EST

OPIS CLOSING BENCHMARK FILE
 OPIS GROSS ULTRA LOW SULFUR WINTER DISTILLATE PRICES

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
Freepoint	u Net	193.75	+ 1.00	---	---	---	---	02/23	18:00
UEPT	u Net	194.59	+ .29	---	---	---	---	02/23	18:00
Petrocom	u Net	194.60	- .24	---	---	---	---	02/23	18:00
S.R. & M.	u 1-10	197.16	+ .84	---	---	---	---	02/23	18:00
Sunoco	b 125-3	198.14	+ .68	---	---	---	---	02/23	18:00
Huguenot	u N-10	198.28	+ 4.00	---	---	---	---	02/24	12:20
BP	b 125-3	199.16	+ .92	---	---	---	---	02/23	18:00
PBFEnergy	u Net	203.84	+ .99	---	---	---	---	02/23	18:00
Buckeye	u 1-10	---	---	---	---	197.70	+ 1.00	02/23	17:00
LOW RACK		193.75		---	---	197.70			
HIGH RACK		203.84		---	---	197.70			
RACK AVG		197.44		---	---	197.70			
OPIS NYH BARGE DELIVERED SPOT (SRI) MAIN									
FOB PHILADELPHIA		188.35		---	---	190.60			
OPIS LINDEN JUNCTION DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		190.00		---	---	192.25			
OPIS GULF COAST DELIVERED SPOT (SRI)									
FOB PHILADELPHIA		190.32		---	---	192.57			

OPIS-5



DEPARTMENT OF PUBLIC WORKS
OPERATIONS DIVISION □ Wilmington, Delaware

MEMORANDUM

TO: Phil Ceresini
Purchasing Agent
Division of Procurement and Records

FROM: Leonard A. Obohoski
Fleet & Contracts Administrator
Department of Public Works

DATE: 26 March 2021

SUBJECT: Contract - 22011PW - Recommendation of award Gasoline, Heating Oil, and Diesel Fuels.

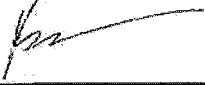
We have reviewed the proposals for the subject specification and tabulate them as follows: (see attached sheet from Procurement)

<u>Bidder:</u>	<u>Bid Amount:</u>	<u>Note:</u>
Petroleum Traders	\$ 986,257.50	Did NOT Bid Full Contract
James River	\$ 998,558.50	
Riggins	\$1,003,363.50	
PAPCO, Inc	\$1,015,708.50	
Carl King Energy Services	\$1,020,250.00	
Guttman Energy	\$1,026,885.50	
Mansfield Oil	\$1,049,261.00	

After reviewing the bids, we are recommending the apparent low bidder who bid the contract in its entirety.

James River should be awarded this contract in the total amount of \$ 998,558.50 for the delivery of Gasoline/Heating Oil and Diesel Fuels for the City of Wilmington.

APPROVED:



Kelly Williams
COMMISSIONER OF PUBLIC WORKS

cc: Vince Carroccia
Derek Akbar
Marlyn Dietz
Phil Ceresini
Leonard A Obohoski

CERTIFICATE OF AWARD OF CONTRACT

I hereby certify that Contract No. 22011PW is on this 26th of March 2021 awarded to James River Solutions LLC in the amount of \$998,558.50 as per Proposal dated 3/25/21 and that this award is made in compliance with Wilm. Code (Charter), Section 8-200, to wit:

1. Plans and specifications for the work, supplies, or materials were filed with the Department of Finance, Division of Procurement and Records for public inspection on 3/4/21.
2. The advertisement calling for sealed bids on this contract was published in the News Journal on 3/4/21 & 3/11/21 stated that bids would be opened at 3:00 p.m. on 3/25/21
3. All sealed bids received were publicly opened in the office of the Department of Finance, Division of Procurement and Records in the presence of the City Auditor and Department not represented desiring to make the purchase at 3:00 p.m. on 3/25/21. Other persons present at the opening of the bids were: Phil Ceresini, Shawnte Manning & Michael Maldonado
4. Bids were submitted by the following contractors in the following amounts.

Contractor	Address	Date of Bid	Amount **
Petroleum Traders	Fort Wayne, IN	3/25/21	\$986,257.50 *
James River Solutions	Ashland, VA	3/25/21	\$998,558.50
Riggins, Inc	Vineland, NJ	3/25/21	\$1,003,363.50
PAPCO, Inc	Aston, PA	3/25/21	\$1,015,708.50
Carl King Energy Services	Dover, DE	3/25/21	\$1,020,250.00
Guttman Energy	Belle Vernon, PA	3/25/21	\$1,026,885.50
Mansfield Oil	Gainesville, GA	3/25/21	\$1,049,261.00

*Did not bid full Contract

** Special Note: The amounts shown here do not match the amount on the proposal forms. There was a discrepancy on the proposal form so all totals were normalized based on unit costs – see attached Spreadsheet.

5. City License Number _____

6. Upon recommendation of Department of Public Works and after due consideration, I determined that the contractor to whom this award is made was the lowest responsible bidder. In support of this determination, I have received the following written recommendations, which are on file at my office:

<u>Author</u>	<u>Employment Position</u>	<u>Date</u>
Kelly Williams	Commissioner of Public Works	3/26/21



Department of Finance, Division of Procurement

22011PW		Gasoline, Heating Oil, Diesel Fuel					3/25/2021		
	Quantity	Base	Delivery	Discount	Price	Total Math	Total Bid	Variance	
Riggins									
Gasoline Small Tank	10000	\$1.8815	\$0.1550		\$2.0365	\$20,365.00	\$40,730.00	-\$20,365.00	
Gasoline Large Tank	310000	\$1.8815	\$0.0330		\$1.9145	\$593,495.00	\$622,212.50	-\$28,717.50	
Heating Oil Small Tank, ULS	50000	\$1.8015	\$0.1550		\$1.9565	\$97,825.00	\$97,825.00	\$0.00	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0340		\$1.8355	\$18,355.00	\$91,775.00	-\$73,420.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161	\$0.2800		\$2.1961	\$76,863.50	\$54,902.50	\$21,961.00	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0485		\$1.9646	\$196,460.00	\$324,159.00	-\$127,699.00	
Grand Total						\$1,003,363.50			
Mansfield Oil									
Gasoline Small Tank	10000	\$1.8815	\$0.4849		\$2.3664	\$23,664.00	\$23,664.00	\$0.00	
Gasoline Large Tank	310000	\$1.8815	\$0.0384		\$1.9199	\$595,169.00	\$595,169.00	\$0.00	
Heating Oil Small Tank, ULS	50000	\$1.8015	\$0.6568		\$2.4583	\$122,915.00	\$122,915.00	\$0.00	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0787		\$1.8802	\$18,802.00	\$18,802.00	\$0.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161	\$0.6665		\$2.5826	\$90,391.00	\$90,391.00	\$0.00	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0671		\$1.9832	\$198,320.00	\$198,320.00	\$0.00	
Grand Total						\$1,049,261.00			
Petroleum Traders									
Gasoline Small Tank	10000	\$1.8815			\$1.8815		NO BID	#VALUE!	
Gasoline Large Tank	310000	\$1.8815	\$0.0360		\$1.9175	\$594,425.00	\$623,187.50	-\$28,762.50	
Heating Oil Small Tank, ULS	50000	\$1.8015			\$1.8015		NO BID	#VALUE!	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0514		\$1.8529	\$18,529.00	\$92,645.00	-\$74,116.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161			\$1.9161		NO BID	#VALUE!	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0574		\$1.9735	\$197,350.00	\$325,627.00	-\$128,277.00	
Grand Total						\$810,304.00			
James River Solutions									
Gasoline Small Tank	10000	\$1.8815	\$0.1585		\$2.0400	\$20,400.00	\$40,800.00	-\$20,400.00	
Gasoline Large Tank	310000	\$1.8815	\$0.0265		\$1.9080	\$591,480.00	\$620,100.00	-\$28,620.00	
Heating Oil Small Tank, ULS	50000	\$1.8015	\$0.1585		\$1.9600	\$98,000.00	\$98,000.00	\$0.00	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0340		\$1.8355	\$18,355.00	\$91,775.00	-\$73,420.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161	\$0.2100		\$2.1261	\$74,413.50	\$53,152.50	\$21,261.00	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0430		\$1.9591	\$195,910.00	\$323,251.50	-\$127,341.50	
Grand Total						\$998,558.50			
Carl King Energy Services									
Gasoline Small Tank	10000	\$1.8815	\$0.1875		\$2.0690	\$20,690.00	\$41,380.00	-\$20,690.00	
Gasoline Large Tank	310000	\$1.8815	\$0.0745		\$1.9560	\$606,360.00	\$635,700.00	-\$29,340.00	
Heating Oil Small Tank, ULS	50000	\$1.8015	\$0.2269		\$2.0284	\$101,420.00	\$101,420.00	\$0.00	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0970		\$1.8985	\$18,985.00	\$94,925.00	-\$75,940.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161	\$0.2049		\$2.1210	\$74,235.00	\$53,025.00	\$21,210.00	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0695		\$1.9856	\$198,560.00	\$327,624.00	-\$129,064.00	
Grand Total						\$1,020,250.00			
Guttman Energy									
Gasoline Small Tank	10000	\$1.8815	\$0.2500		\$2.1315	\$21,315.00	\$42,630.00	-\$21,315.00	
Gasoline Large Tank	310000	\$1.8815	\$0.0806		\$1.9621	\$608,251.00	\$637,682.50	-\$29,431.50	
Heating Oil Small Tank, ULS	50000	\$1.8015	\$0.2500		\$2.0515	\$102,575.00	\$102,575.00	\$0.00	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0846		\$1.8861	\$18,861.00	\$94,305.00	-\$75,444.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161	\$0.2500		\$2.1661	\$75,813.50	\$54,152.50	\$21,661.00	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0846		\$2.0007	\$200,070.00	\$330,115.50	-\$130,045.50	
Grand Total						\$1,026,885.50			
PAPCO Inc.									
Gasoline Small Tank	10000	\$1.8815	\$0.4995		\$2.3810	\$23,810.00	\$47,620.00	-\$23,810.00	
Gasoline Large Tank	310000	\$1.8815	\$0.0399		\$1.9214	\$595,634.00	\$624,455.00	-\$28,821.00	
Heating Oil Small Tank, ULS	50000	\$1.8015	\$0.2900		\$2.0915	\$104,575.00	\$104,575.00	\$0.00	
Heating Oil Large Tank, ULS	10000	\$1.8015	\$0.0441		\$1.8456	\$18,456.00	\$92,280.00	-\$73,824.00	
Diesel Fuel Small Tank, ULSD	35000	\$1.9161	\$0.2900		\$2.2061	\$77,213.50	\$55,152.50	\$22,061.00	
Diesel Fuel Large Tank, ULSD	100000	\$1.9161	\$0.0441		\$1.9602	\$196,020.00	\$323,433.00	-\$127,413.00	
Grand Total						\$1,015,708.50			
Analysis Prepared by Phil Ceresini									
Notes:									
Total Math is calculated from unit price									
Total Bid is as reported on Bid sheet									
Variance reflects amount of difference from bid sheet									
Large Variance is due to an error on proposal form that asked for totals that were in excess of estimates.									

James River

JAMES RIVER SOLUTIONS, LLC

**CONSENT OF MEMBER
IN LIEU OF A SPECIAL MEETING**

May 14, 2019

Pursuant to Sections 13.1-1022 and 13.1-1024 of the Code of Virginia of 1950, as amended, the undersigned, being the sole member and manager of James River Solutions, LLC, a Virginia limited liability company, (the "Company"), by unanimous consent without a meeting, do hereby adopt the following resolutions, effective as of the date set forth above:

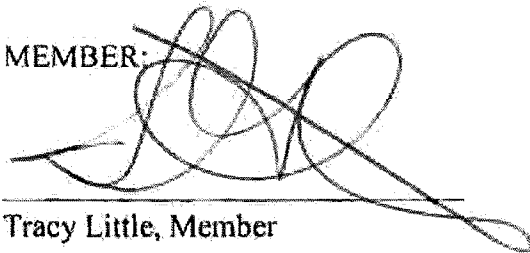
RESOLVED, that Tracy G. Little is the Sole Member of the Company;

FURTHER RESOLVED, that Amy L. Kelly is hereby removed as Secretary of the Company;

FURTHER RESOLVED, that Bridget Bailey ("Bailey") is hereby elected as Secretary of the Company and that Bailey shall hold such office until her successor is elected and qualifies; and

FURTHER RESOLVED, that this Consent of Member may be transmitted by facsimile machine, that a faxed signature shall constitute an original signature.

MEMBER:



Tracy Little, Member

5-15-19
Date

Commonwealth of Virginia



State Corporation Commission

CERTIFICATE OF FACT

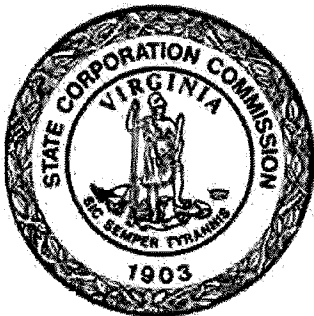
I Certify the Following from the Records of the Commission:

That James River Solutions, LLC is duly organized as a limited liability company under the law of the Commonwealth of Virginia;

That the limited liability company was formed on December 28, 2004; and

That the limited liability company is in existence in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



Signed and Sealed at Richmond on this Date:

May 11, 2021

A handwritten signature in cursive script, reading "Bernard J. Logan".

Bernard J. Logan, Clerk of the Commission



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/5/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Caputo Insurance Agency, Inc. 6824 Big Beaver Blvd PO Box 350 Beaver Falls PA 15010	CONTACT NAME: Caputo Insurance Agency, Inc. PHONE (A/C, No, Ext): 724-843-3020 E-MAIL ADDRESS: ktress@caputoinsurance.com		FAX (A/C, No): 724-843-9475
	INSURER(S) AFFORDING COVERAGE		
INSURED JAMES RIVER PETROLEUM INC; EASTERN TRANSPORTATION LLC JAMES RIVER SOLUTIONS LLC 10487 LAKERIDGE PKWY, STE 100 ASHLAND VA 23005	INSURER A: GuideOne Mutual Ins. Co.		NAIC # 15032
	INSURER B: General Star Indemnity		NAIC # 37362
	INSURER C: Commonwealth Contractors		
	INSURER D: Safety National Casualty Corporation		NAIC # 15105
	INSURER E:		
	INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 1687195152 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		62P100424-01	10/1/2020	10/1/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 OTHER \$
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> MCS-90	Y		62P100424-01	10/1/2020	10/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$			IXG831790A	10/1/2020	10/1/2021	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 FOLLOWS \$ FORM
C C D D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	602-3694 602-3694A PRP4062860 PRP4062872	4/1/2021 4/1/2021 4/1/2021 4/1/2021	4/1/2022 4/1/2022 4/1/2022 4/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Transportation/Cargo Auto Liab. Includes Pollution via form CA0116			62P100424-01	10/1/2020	10/1/2021	Limit 50,000 Deductible 1,000 Auto Pollution Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
CERTIFICATE HOLDER IS ADDITIONAL INSURED WITH RESPECT TO GENERAL LIABILITY AND AUTOMOBILE LIABILITY WHEN REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER CITY OF WILMINGTON 800 N FRENCH STREET WILMINGTON DE 19801	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

Shawnte R. Manning

From: Bridget Bailey <BBailey@jrpenenergy.com>
Sent: Wednesday, May 12, 2021 12:55 PM
To: Shawnte R. Manning; Phillip Ceresini
Subject: [EXTERNAL] RE: JRS Contract

Categories: Red Category

Hi Shawnte,

We are an LLC and do not have a corporate seal.

Bridget Bailey

JRS Government Project Manager

WBENC CERTIFIED

p: 804-767-8170 m: 757-375-1525

a: 10487 Lakeridge Parkway, Ashland, VA 23005

w: www.jrpenenergy.com [jrpenenergy.com] e: bbailey@jrpenenergy.com

From: Shawnte R. Manning <srmanning@wilmingtonde.gov>
Sent: Wednesday, May 12, 2021 12:53 PM
To: Bridget Bailey <BBailey@jrpenenergy.com>; Phillip Ceresini <pCeresini@wilmingtonde.gov>
Subject: RE: JRS Contract
Importance: High

EXTERNAL EMAIL: DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.
Good afternoon Bridget,

I received the contract documents today, but we are missing the corporate seal on each contract. I will need each sealed in order to move forward. Can you have this expedited please?

Thanks,
Shawnte

From: Bridget Bailey <BBailey@jrpenenergy.com>
Sent: Tuesday, May 11, 2021 3:00 PM
To: Shawnte R. Manning <srmanning@wilmingtonde.gov>; Phillip Ceresini <pCeresini@wilmingtonde.gov>
Subject: [EXTERNAL] RE: JRS Contract

Attached is our Certificate of Fact of Existence / Registration. In Virginia, a certificate of good standing is only issued for a corporation. I have also attached minutes show Tracy as the Sole Member and Manager of James River Solutions and listing me as the Secretary. Thanks!

Bridget Bailey

JRS Government Project Manager

WBENC CERTIFIED

p: 804-767-8170 m: 757-375-1525

a: 10487 Lakeridge Parkway, Ashland, VA 23005

--- CONTRACT---

THIS AGREEMENT made the _____ day of _____ in the year **Two Thousand Twenty-One** and between the City of Wilmington, a municipal corporation of the State of Delaware, acting through the agency of the Department of Finance, Division of Procurement and Records, party of the first part (hereinafter designated the Owner), and **James River Solutions** party of the second part (hereinafter designated the Contractors)

WITNESSETH, that the Contractor, in consideration of agreements herein made by the Owner, agrees with the Owner as follows:

Article 1. The Contractor shall and will furnish and deliver per specifications, on contract **22011PW "GASOLINE/ HEATING OIL/ DIESEL FUEL"** for the **Department of Public Works** in accordance with Advertisement for Bids by the Department of Finance, Division of Procurement and Records date **3/4/21 & 3/11/21** and specifications identified as Contract No. **22011PW** and by the signatures of the parties hereto, are, together with the said Advertisement for Bids, Instructions to Bidders, Forms of Proposal, and/or other documents pertinent thereto, hereby acknowledge and incorporated into these presents and are to be taken as a part of this Contract.

Article 2. It is understood and agreed by and between the parties hereto that the amount of this Contract is in the amount of **Nine Hundred Ninety-Eight Thousand, Five Hundred Fifty-Eight and-----50/100 (\$998,558.50)** as per Proposal dated **3/25/21** to the Department of Finance, Division of Procurement and Records.

Article 3. In the performance of this Contract, the parties agree that they shall not discriminate or harass, or permit discrimination or harassment, against any person because of age sex, marital status, race, religion, color, national origin, or sexual orientation.

Article 4. This Agreement shall bind the heirs, executors, administrators, successors and assigns to the respective parties hereto.

In witness whereof the party of the first part has, by recommendation of the **Director of Public Works**, caused the hand of **Michael S. Purzycki**, Mayor, and the corporate seal of the City of Wilmington, attested by the City Clerk, to be hereunto affixed; and the party of the second part has caused the hand of its' President, (or his authorized representative) and its' corporate seal, attested by the Secretary or assistant Secretary, to be hereunto affixed.

Dated the day and year first above written in the City of Wilmington, County of New Castle, State of Delaware.

Signed, Sealed and delivered
in the presence of:

THE CITY OF WILMINGTON

Witness

By: _____
Michael S. Purzycki, Mayor

ATTEST:

City Clerk

James River Solutions

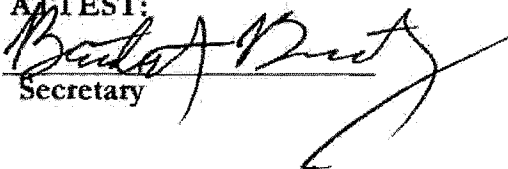


Witness

By: 
President

(Seal)

ATTEST:



Secretary