



## Agenda Report Form

### Open Session Item

**SUBJECT:** Contract Award (PUR-1642) for Gasoline and Diesel Fuel Deliveries

**PRESENTATION DATE:** November 28, 2023

**PRESENTATION BY:** Brandi Naugle, CPPB, Buyer, Purchasing Department; Zane Rowe, Deputy Director, Washington County Highway Department.

**RECOMMENDED MOTION:** Move to award the bids for gasoline and diesel fuel transport deliveries under four (4) separate contracts to the responsive, responsible bidders who submitted the lowest bids.

1. Contract for **gasoline tank-wagon deliveries** to **A. C. & T. Company, Inc** of **Hagerstown, MD** at the unit bidder factor prices as stated in its bid dated October 31, 2023.
2. Contract for **gasoline transport deliveries** to **Petroleum Traders Corporation** of **Fort Wayne, IN.** at the unit bidder factor prices as stated in its bid dated October 30, 2023.
3. Contract for **diesel tank-wagon deliveries** to **A. C. & T. Company, Inc** of **Hagerstown, MD** at the unit bidder factor prices stated in its bid dated October 31, 2023.
4. Contract for **diesel transport deliveries** to **Petroleum Traders Corporation** of **Fort Wayne, IN.** at the unit bidder factor prices stated in its bid dated October 30, 2023.

**REPORT-IN-BRIEF:** The following tabulations listed below were made from the bids received on November 1, 2023, based on estimated quantities for the contract period that is tentatively to begin on December 1, 2023, and end on November 30, 2024. The contracts are for a one (1) year term with no option to renew. These are requirements contracts and the County guarantees neither a maximum nor a minimum quantity.

The Invitation to Bid was advertised on the State of Maryland's eMMA "*eMaryland Marketplace Advantage*" website, on the County's website, and in the local newspaper. Thirty (30) persons/companies registered/downloaded the bid document online and four (4) bids were received, and one (1) bid was received after the deadline which was deemed non-responsive. The bids were evaluated based on the Oil Price Information Service (OPIS) pricing index publication and the bidder's bid factor; bids were submitted as follows:

**GASOLINE:** *(multiple contract award)*

<b><u>Vendor</u></b>	<b><u>Transport Loads Total Bid</u></b>	<b><u>Tank-wagon Loads Total Bid</u></b>
<b>A, C &amp; T Co., Inc. Hagerstown, MD</b>	\$966,337.40	\$ 232,994.67
Mansfield Oil Company Gainesville, GA	\$977,762.00	NO BID
<b>Petroleum Traders Corporation Fort Wayne, IN</b>	<b>\$940,857.20</b>	NO BID
Original One, LLC Baltimore, MD <b>NON-RESPONSIVE</b>	\$984,579.90	NO BID

**DIESEL:** *(multiple contract award)*

<b><u>Vendor</u></b>	<b><u>Transport Loads Total Bid</u></b>	<b><u>Tank-wagon Loads Total Bid</u></b>
<b>A, C &amp; T Co., Inc. Hagerstown, MD</b>	\$2,471,346.80	<b>\$216,935.62</b>
Mansfield Oil Company Gainesville, GA	\$2,453,371.80	NO BID
<b>Petroleum Traders Corporation Fort Wayne, IN</b>	<b>\$ 2,450,136.30</b>	NO BID
Original One, LLC Baltimore, MD <b>NON-RESPONSIVE</b>	\$2,600,766.80	NO BID

**DISCUSSION:** The contract requirements for the City of Hagerstown, Washington County Public Schools and Hagerstown Community College are also included in the above recommendations. Those entities will also make their own formal contract awards.

**FISCAL IMPACT:** Funds are available in various departmental operating budgets for fuels.

**CONCURRENCES:** N/A

**ATTACHMENTS:** The complete Bid Tabulation may be viewed online at: <https://www.washco-md.net/wp-content/uploads/purch-pur-1642-bid-tab-II.pdf>