

RESOLUTION NO.

SKAGIT COUNTY
Resolution # R20200116
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CALL FOR BIDS FOR

PUBLIC WORKS CARD LOCK FUELING SERVICES

WHEREAS, the Board of Skagit County Commissioners deems it advisable to use a card lock fueling company for purchase of fuel for Skagit County fleet , and

WHEREAS, it is the duty of the Board to instruct the Clerk of the Board to issue a Call for Bids for this project, with a bid opening on July 27, 2020 at 2:30 P.M., or as soon thereafter as possible.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby instructs the Clerk of the Board to issue a Call for Bids for the following project:

Public Works Card Lock Fueling Services

PASSED this 6th day of July, 2020.

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON

ABSENT

Ron Wesen, Chair

Kenneth A. Dahlstedt
Kenneth A. Dahlstedt, Commissioner

Lisa Janicki
Lisa Janicki, Commissioner



Attest:

D Linda Hamme
Clerk of the Board

Approved as to form: *(Resolution Only)*

[Signature] 6/22/20
Civil Deputy Prosecuting Attorney

Approved as to Content:

[Signature] FERDS
Department Head

NOTICE OF CALL FOR BIDS

NOTICE IS HEREBY GIVEN by SKAGIT COUNTY that sealed bids will be received and opened in the Skagit County Commissioners Hearing Room, 1800 Continental Place, Mount Vernon, WA 98273 on **Monday, July 27, 2020, at the hour of 2:30 p.m.**, or as soon thereafter as possible, for the following:

PROJECT DESCRIPTION: Public Works Card Lock Fueling Services

Skagit County is seeking bids for card lock fueling services, with a fixed margin over OPIS pricing. Services to be provided under this contract include: the use of card lock sites for unleaded gasoline, ultra-low sulfur diesel #2 and Diesel Exhaust Fluid. Currently Skagit County's annual estimated usages are as follows: unleaded gasoline is 155,000 gallons, unleaded premium gasoline is 500 gallons, ultra-low sulfur diesel #2 is 88,000 gallons, and Diesel Exhaust Fluid (DEF) is 1,000 gallons. The contract for this service shall be for a period of three (3) years, without amendment. The agreement may be extended for up to three (3) additional successive terms of one (1) year with the same terms and conditions as the original agreement (at the sole option and discretion of Skagit County).

Skagit County's cost estimate for the initial three (3) years, including all listed products is approximately: \$1,750,000.00. The cost estimate for fixed margins for the initial three (3) years is \$45,000- \$120,000.

Information, copies of specifications and addenda for this project will be available on-line beginning **Thursday, July 9, 2020** at <http://www.skagitcounty.net/rfp>; or obtained at Skagit County Public Works, 1800 Continental Place, Mount Vernon, Washington; (360) 416-1400. Contractors who download provisions and specifications are advised to e-mail pw@co.skagit.wa.us to be added to plan holders' list to receive any addenda that may be issued.

All questions shall be in writing and submitted **no later than 4:00 p.m., Friday, July 17, 2020** to Rick Owens, Equipment Division Manager, by e-mail to ricko@co.skagit.wa.us with the subject line reading, "Public Works Card Lock Fueling Services". **All Addenda will be posted on-line for this Project by 4:00 p.m. Monday, July 20, 2020.** If further Addenda are required, the bid opening may be postponed.

All bid envelopes must be plainly marked on the outside, "**Sealed Bid, Public Works Card Lock Fueling Services**", including bidder's name and address on the outside of the envelope. Sealed bids shall be received by one of the following delivery methods no later than **Monday, July 27, 2020, at the hour of 2:30 p.m.** Proposals are to be submitted on the forms provided in the bid proposal packet. Incomplete proposals and proposals received after **2:30 p.m., Monday, July 27, 2020** cannot be considered. Oral, telephonic, telegraphic, electronic or faxed proposals will not be accepted.

1. **Hand delivered:** Bids delivered in person shall be received only at the office of the SKAGIT COUNTY COMMISSIONERS, Reception Desk, 1800 Continental Place, Suite 100, Mount Vernon, WA 98273-5625.
2. **Via mail:** Bids shall be mailed to the SKAGIT COUNTY COMMISSIONERS, 1800 Continental Place, Suite 100, Mount Vernon, WA 98273-5625.

BID GUARANTY: No bid will be considered unless accompanied by a surety company bid bond, or a certified or cashier's check payable to the order of Skagit County for a sum not less than five percent (5%) of the total bid price.

It is the intent of Skagit County to award a contract to the lowest responsive and responsible bidder. Skagit County reserves the right to reject any or all bids, and the right to waive any informalities or irregularities in any bid or in any bidding and to further award the Project to the lowest, responsive, responsible bidder whose bid complies with all of the prescribed formalities, as it best serves the interest of Skagit County. After the date and hour set for the opening of bids, no bidder may withdraw its bid unless the award of the contract is delayed for a period exceeding forty-five (45) calendar days following bid opening. All bidders agree to be bound by their bids until the expiration of this stated time period.

Skagit County in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A,

Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an award.

For questions regarding Skagit County's Title VI Program, you may contact the Public Works Department's Title VI Liaison, Bobbi Fisher, P.E. at (360) 416-1439.

The Board of Skagit County Commissioners reserves the right to reject any or all bids.

NOTICE GIVEN BY ORDER OF THE BOARD OF SKAGIT COUNTY COMMISSIONERS this 6th day of July, 2020.



Clerk of the Board

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