

# PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Facsimile (530) 283-6323  
John Mannle, P.E., Director- Joe Blackwell, Deputy Director



## REQUEST FOR BIDS

THIS IS NOT AN ORDER Please state bid prices and delivery terms if applicable for the following materials or services subject to the general terms and conditions of this Bid as written.

DATE:  
November 2, 2023

DEPARTMENT SUBJECT:  
Road Department /**Gas, Clear Diesel and Furnace Oil (heating oil #2) 2024**

DELIVERY POINT:

DELIVERY TERMS:

F.O.B.: See Exhibit B & C

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Bids must be received by the  
Department of Public Works on or before:

TIME: 3:00 PM DATE: November 21, 2023

**SUBMIT ALL BIDS TO:**

Plumas County Department of Public Works  
1834 East Main St.  
Quincy, CA 95971

DATE OF BID PLACE OF BID TIME OF BID  
OPENING: OPENING: OPENING:  
1834 East Main St.  
Nov. 21, 2023 Quincy, CA 95971 3:00 PM

## INSTRUCTIONS TO BIDDERS

1. Bids Must be Submitted in a **Sealed Envelope** with the Notation of  
**"FUEL & FURNACE OIL BID"**
2. Bidders are responsible to monitor the Plumas County's Web Page listed under Public Works for any and all amendments: <http://www.countyofplumas.com/bids.aspx>
3. If you have any questions, contact Joe Blackwell at 530-283-6491
4. See Exhibit A for "Terms and Conditions"
5. See Exhibit B for "Specification and Locations for FURNACE OIL (heating oil #2)"
6. See Exhibit C for "Specification and Locations for GAS AND CLEAR DIESEL FUEL"
7. Submit the completed Bid Packet

To the Public Works Purchasing Agent, Quincy, California. We have stated hereon the prices at which we will furnish and deliver the articles or services as specified above. Delivery will be made within \_\_\_\_\_ days from receipt of order except as otherwise indicated.

EXHIBIT A

Plumas County  
TERMS and CONDITIONS

**BIDS:** Bids, modifications and requests for withdrawal thereof, received after the due date and time will not be considered.

All bids must be submitted in sealed envelopes, unless otherwise specified upon this request, and bid envelopes must be identified as per instructions set forth in the request transmittal. The entire bid packet needs to be submitted with your bid.

Prices for each bid item shall be inserted in ink or typewritten, penciled submittals will not be accepted. Price elements shall include rack price, freight costs, and margin costs associated with providing fuel. In addition, for diesel fuel, please include winterizing costs.

It is County policy to specify brand or make for descriptive purposes only. Further, where brand or make is specified in the request, an "Equal" will be considered. However, it will be the responsibility of the bidder offering an alternate brand to make or prove its equality, and where possible, to state brand and give catalogue reference. Unless the bidder states that he/she is offering an alternate, he/she will furnish the brand or make specified in the request.

The County will waive all limits to specific brand, whenever performance and functional specifications are met.

Unless otherwise specified in the request, bidder must state time of proposed delivery. Delivery will only be allowed during the department's operational days and hours.

Samples of items, when required, must be submitted within the time specified in the request and at no expense to the County of Plumas. If not destroyed by testing, sample will be returned at the County's expense.

**AWARDS:** Awards shall be made to the lowest responsible bidder provided, however, quality offered, delivery terms, and service reputation of the bidder may be taken into consideration in determining the lowest responsible successful bidder. All requests for bid packets shall be approved as to form by the County Counsel.

**TAX:** The total bid amount must include sales tax, if applicable.

**The County reserves the right to reject any and all bids and to waive informalities and minor irregularities in bids. The County may also make an award for any item or group of items in any bid, unless the bidder qualifies his/her bid by specific limitations.**



Public Works  
2024 Fuel Bid  
This is a One (1) Year Bid

Gas, Clear Diesel, Furnace Oil (heating oil #2)

Starting on January 1, 2024 through December 31, 2024

We are interested in obtaining bid prices at each of our six maintenance facilities for 87 Octane Gasoline, CLEAR Diesel for equipment tanks, and Furnaces Oil (heating oil #2). We would like to be on a **“keep full”** basis (weekly deliveries in winter months) for the 2024 calendar year, which is defined as filling gas and clear diesel tanks to 90% capacity. The only exception is filling the 10,000-gallon diesel tank in Quincy as requested. We reserve the right to award each product at each facility separately, depending on bid prices.

**DELIVERY MINIMUM 100 GALS**

Deliveries accepted during regular business hours

Winter Hours: 8AM - 4:00 PM Mon- Friday / Summer Hour: 7AM - 5:00 PM Mon- Thursday

Please furnish your bid prices specifying the rack you will be pulling from. Bids need to be rack price only (taxes to be added later). If awarded the bid, a rack price sheet must be submitted bi-weekly with extended delivery tickets. If the price changes more than once per two-week period, a new rack price sheet needs to be attached to each price change.

**Please Note:** You must have your driver leave the fuel tag at the maintenance facilities when they are done filling the tank (even if there is no one present) if not, this will delay your payment.

We will be purchasing **(heating oil #2)** from **November through March/April**. All heating oil #2 will be winterized. Please include winterization charge on bid.

**Winterization must prevent fuel gelling to – 20 F (page 4)**

Bid sheets are attached with approximate quantities in each area. All gas and clear diesel tanks are 2,000 gallons, with exception that La Porte UL is 200 gallons, and Quincy now has a 10,000-gallon diesel tank. All furnace tanks (heating oil #2) are 1,000 gallons except Chester which is 1,500 gallons, equipment repair shop 2,000 gallons; steam cleaner is 1,000 gallons.

Name & Address of Firm: (Please Print)

(Please attach your Business Card)

Title: \_\_\_\_\_ Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_ Ph: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell Ph: \_\_\_\_\_

Email: \_\_\_\_\_

Public Works

EXHIBIT B

2024 Fuel Bid

**FURNACE OIL (heating oil #2)**  
November through March/April

**HIGH SULPHUR BURNER FUEL IS ALLOWABLE FOR FURNACE FUEL**

*Complete the following chart by typing or use pen and ink*

Yearly Usage	Rack Location	Rack Price	Freight	Margin	Office Use Only
Beckwourth					
4,000 gal.					

Greenville					
4,000 gal.					

Chester					
6,000 gal.					

Quincy					
500 gal. Old Office					
4,000 gal. Maint.					
9,300 gal. Mech.					
500 gal. Steam Cleaner					

Firm Name: (Please Print)

\_\_\_\_\_  
Date: \_\_\_\_\_

Public Works

EXHIBIT C

2024 Fuel Bid  
GAS, CLEAR DIESEL FUEL

*Complete the following chart by typing or use pen and ink*

Yearly Usage	Rack Location	Rack Price	Freight	Margin	Winterize Diesel	Office Use Only
Beckwourth						
3,000 gal. Gas						
12,000 gal. Clear DSL						
Greenville						
2,000 gal. Gas						
11,000 gal. Clear DSL						
Chester						
4,000 gal. GAS						
22,000 gal. Clear DSL						
Quincy						
7,000 gal. GAS						
36,000 gal. Clear DSL						
Graeagle						
1,500 gal. GAS						
14,000 gal. Clear DSL						
La Porte **						
200 gal. GAS						
15,000 gal. Clear DSL						

**\*\* La Porte:** If you choose to bid this area, the La Porte Road is closed during the winter season.

Firm Name: (Please Print)

\_\_\_\_\_ Date: \_\_\_\_\_

## 2024 Fuel Bid

### Gas, Clear Diesel and Furnace Oil (heating oil #2)

#### **PROTESTS**

Any directly affected party who is aggrieved in connection with the solicitation or award of a purchase order or contract issued through a formal sealed bid procedure may protest the procurement action taken. Such protest must be filed in writing with:

County of Plumas  
Purchasing Agent/CAO  
520 Main Street, Room 309  
Quincy, CA 95971

Protests must be filed in writing within five (5) working days from the time of the occurrence generating the protest. Protests received after this time will not be considered. Any protest shall include the following information:

1. The date action taken resulting in a protest, and
2. Identify the material issue, including a detailed explanation of the basis for the protest, and the remedy sought. Specification related protests must be fully supported by technical data test results, or other pertinent information, that the substitute offered is equal to or better than the specification requirement.