SUBJECT: AVIATION FUEL

BID #: SC-0388-19 **OPEN DATE: 03/20/2019**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Supply Contract – One (1) year from date of award, with three (3) one (1) year renewal options

AGENCY: Jacksonville Sheriff's Office

BASIS OF AWARD: All or none, to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 2 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to reject Merrimac Petroleum, Inc., dba Merrimac Energy Group for not basing their quote on the Platt's Gulf Coast Jet 54 Previous Weeks Average Mid as stated in Addendum One (1).

Recommend approval of award to World Fuel Services, Inc., dba Ascent Aviation Group, Inc. as the lowest responsive, responsible bidder for the purchase of Aviation Fuel. Total estimated not-to-exceed expenditure amount for the initial term is $110,000.00.

Funding for this award to be encumbered by account SHPO011CAAV-05216, to be executed by purchase order.

Attachments: Recommendation Memo, Tabulation, Rejection Letter, Terms and Conditions

Analyst: _____ **RESPECTFULLY SUBMITTED:** _____

TARYN MANSER

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: MIKE BRUNO, DIRECTOR OF PATROL AND ENFORCEMENT

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Jacksonville Sheriff's Office

Duval County, Florida

Mike Williams, Sheriff

501 E. Bay Street
Jacksonville, FL 32202

To: Gregory Pease
Chief of Procurement

Thru: Bill Clement, CPA
Chief of Budget

From: Mike Bruno
Director of Patrol and Enforcement

Subject: SC-0388-19 Aviation Fuel

Date: May 2, 2019

We have reviewed the two (2) bid submissions for Bid #SC-0388-19 Aviation Fuel. We recommend rejecting Merrimac Petroleum, Inc., dba Merrimac Energy Group for not providing their price based on the Platts Gulf Coast Jet 54 Previous Weeks Average Mid as stated in addendum number one (1). We recommend the bid be awarded to the lowest responsive, responsible bidder World Fuel Services, Inc., dba Ascent Aviation Group, Inc. The initial term of the award is one (1) year from date of award with three (3) one (1) year renewal options. The estimated not to exceed expenditure amount for the initial term is $110,000.00 utilizing SHPO011CAAV – 05216. Purchases will be processed through a master blanket.

Please let me know if you need any additional information.

TITLE: Aviation Fuel BID NO.: SC-0388-19 OPEN DATE: March 20, 2019 at 2:00 P.M. ANALYST: Taryn Manser No. Invited: (2) No. Received (2) No Bids: (0) Recorded By: Renata Barnett Announcer: Sharon Williams		Ascent Aviation Group, Inc.		Merrimac Petroleum, Inc. dba Merrimac Energy Group	
Description	ESTIMATED ANNUAL QTY	PLUS or MINUS	DIFFERENTIAL AMOUNT	PLUS or MINUS	DIFFERENTIAL AMOUNT
Jet A Fuel	75,000 Gallons	PLUS	$0.19 before delivery and tax $0.4055 after delivery and tax	PLUS	$0.4000 cents/ gallon
TERMS:		Net 30		Net 30	
DELIVERY:		1 Business Day		2-3 Business Days	
CONFLICT OF INTEREST:		Yes		Yes	
ACKNOWLEDGMENT OF ADDENDUM (1):		Yes		Yes	
NOTES:		Based on Platts Gulf Coast Jet 54 Previous Weeks Mid Average		Based on Prior Weeks Argus Gulf Coast Waterborne report	

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

May 3, 2019

3738 Bayer Ave.
Long Beach, CA 90808

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Merrimac Petroleum Inc., dba Merrimac Energy Group

CONTACT NAME: Evan Peters

BID NUMBER: SC-0388-19

NAME OF BID: Aviation Fuel

DATE OPENED: March 20, 2019

REASON FOR REJECTION:

Vendor is being recommended for rejection for failure to base the price quote on the Platt's Gulf Coast Jet 54 Previous Weeks Average Mid as stated in Addendum One (1).

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
TARYN MANSER

Manser, Taryn

From: Manser, Taryn
Sent: Friday, May 03, 2019 9:59 AM
To: 'Evan Peters'
Cc: Freeman, Dustin
Subject: SC-0388-19 Aviation Fuel
Attachments: Rejection Notice - Merrimac.pdf

Hi Evan,

Please see attached regarding SC-0388-19 for Aviation Fuel and let me know if you have any questions.

Best,

Taryn Manser
Purchasing Analyst
City of Jacksonville, Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
904-255-8806
tmanser@coj.net

CITY OF JACKSONVILLE

TERMS AND CONDITIONS
AVIATION FUEL

1. **SCOPE**

The Jacksonville Sheriff's Office Aviation Unit of the City of Jacksonville, FL is currently accepting bids to obtain source(s) of supply for the item(s)/service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s)/service(s) and to obtain pricing commitments for aviation fuel as listed in the bid documents.

2. **AWARD**

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder offering the lowest total price calculated using the +/- differential to Oil Price Information Services (OPIS) as specified in section nine (9) of these terms and conditions. Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. ALL awards are subject to the availability of funds.

3. **TERM OF AGREEMENT**

The term of this agreement is for one (1) year from date of award with three (3) one (1) year renewal options. Renewal options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents.

4. **PRE-BID CONFERENCE**

Not Applicable.

5. **STATE CONTRACTS**

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

6. **QUANTITIES**

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period.

7. **DELIVERY**

Delivery will be made to JSO Aviation Unit at Craig Airport at 855 St. Johns Bluff Road N, Jacksonville, FL 32225. The City reserves the right to add or remove delivery locations as necessary. A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

8. **ESCALATION/DE-ESCALATION**

Not applicable.

9. **PRICES**

All unit prices shall include freight, delivery and handling charges to the delivery location as outlined in the bid documents.

All prices shall exclude Federal Taxes, but shall include State Taxes and Inspection Fees.

All prices quoted will be FOB terminal.

Prices under the contract will change based upon this clause only: The basis for change is the Oil Price Information Service (OPIS), Commercial Airline Jet Fuel Ranges. The applicable price will be the average contract price for East/Gulf Coast. The change is calculated weekly effective each Tuesday and is based on the day the fuel is picked up by the supplier. The weekly total fuel price is thus calculated using the OPIS figure plus or minus the awarded price differential.

If, as a result of legislation, rule-making, rate-making, or any related act of a legislative or regulatory body subsequent to bid opening, the Contractor's cost of supplying aviation fuel increases, the Contractor may request a change in price by furnishing the Chief of Procurement, with sufficient documentation showing the direct effect on the Contractor's cost. Price adjustments for the aforementioned reasons will not occur more than once a month after the opening date.

10. PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

11. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

12. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Div., 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

13. INSURANCE/INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. Bid number should be listed on certificate.

14. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

15. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

QWS3270X 5/3/2019 9:21 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 05/03/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 9:21 AM

FISCAL MO/YEAR : 08 2019 CURRENCY CODE :
INDEX CODE : SHPO011CAAV AVIATION
SUBOBJECT : 05216 OTHER OPERATING SUPPLIES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	MAY 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	204,192.31	204,192.31
EXPENDITURES	.00	64,284.02	64,284.02
ENCUMBRANCES	.00	15,279.31	15,279.31
PRE-ENCUMBRANCES	.00	772.63	772.63
REMAINING BALANCE	.00	123,856.35	123,856.35

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND