

## **ADDENDUM NO. 1**

**Kansas City Area Transportation Authority  
1350 E. 17<sup>th</sup> Street  
Kansas City, Missouri 64108**

### **RFP #18-6013-23 ULTRA LOW SULFUR DIESEL FUEL SUPPLY**

Issue Date: January 14, 2019

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This Addendum is hereby made a part of the Bidding Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the bidding documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

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#### **QUESTIONS AND ANSWERS RELATED TO RFP# 18-6013-23**

- 1. We are a California corporation. Are we allowed to participate as a non-resident of the State of Missouri? If so what are the requirements?**

KCATA does not restrict its RFP solicitations to Missouri resident. Vendors from any state may submit a proposal. There are no special requirements for non-residents.

- 2. Can we receive a copy of the previous winning bid as well as the name of the current provider?**

A copy of the previous winning bid, containing the name of the current provider, is attached to this Addendum.

- 3. What is the anticipated contract start date?**

The anticipated start date of this contract, if awarded, would be May 1, 2019.

- 4. Is payment via ACH/EFT accepted?**

We are projecting having the ability to make payments through ACH/EFT by the start of the second calendar quarter of 2019. In the meantime payments will be made by check mailed to the provider.

- 5. Are payment terms less than Net 30 from the date of invoice accepted?**

Section 2.6 of the RFP Scope states: "KCATA shall make semi-monthly payments to Contractor for delivered quantities based on certified delivery tickets and adjusted for temperature variations.

- 6. Must we bid both Fixed Price NYMEX and OPIS Rack or may we bid only one or the other?**

Prospective vendors may bid Fixed Price NYMEX and/or OPIS rack pricing.

**7. Please confirm (per Page 16, No. 4) if the DBE goal is 60% participation of contract value.**

There is no DBE goal for this solicitation.

**8. Are common carriers seen as subcontractors, and would they need to fill out sub-contractor forms as if they were a sub-contractor?**

The common carriers utilized by the winning proposer are not considered by the KCATA to be subcontracts for this contract. Therefore, they do not need to fill out sub-contractor forms.

**9. Is there a DBE goal for this contract:**

There is no DBE goal for this contract, however, DBE's are encouraged to submit proposals.

**10. Should there be an additional price sheet for the second year of NYMEX markup pricing?**

The original RFP does not contain an additional price sheet for the second year of NYMEX markup pricing, however, you may submit an additional price sheet for the second year of NYMEX markup pricing should you so desire.

**11. Would you accept up to 5% bio-diesel?**

Assuming similar pricing to diesel fuel, KCATA would accept up to 5% bio-diesel in lieu of straight ULSD diesel.

**12. May we be provided with a list of bidders invited to bid?**

This RFP has been listed on our website and is available to all potential bidders. In addition the RFP was sent to representatives of Mansfield Oil, TAC Energy, Star Transport, Ricochet Fuel and Petroleum Traders.

**13. If we were to include any clauses with our NYMEX adder would they be accepted or rejected?**

All Proposals containing the required paperwork and forms will be accepted. Individual clauses contained in the Terms and Conditions of Contract to which a respondent has issues should be noted in the appropriate location of their proposal.

**14. When will the tabulations be released?**

All responsive proposals will be reviewed after the closing date of January 24, 2019. Tabulations will be available sometime after that date.

**15. Did you receive any discounts from your current vendor?**

No discounts for fuel were received from our current vendor.

**16. Have any addenda been released for this bid?**

This is the first Addendum to be released for this RFP.

**17. Did you lock in firm fixed gallons for each renewal option? If so what price was locked in and for what months were they locked in?**

Firm fixed pricing was received for each renewal option. The pricing for each option was locked in for the full twelve months of the option. A copy of said pricing is attached to this addendum.

**18. Will there be a public opening for this proposal?**

There will not be a public bid opening for this RFP. All proposals will be evaluated after the closing date of January 24, 2019.

**19. Per page 23, 4.4 Volume III – Contractual A. Financial Condition of the Firm – is it possible for proposer to send KCATA its financial statements separately from the proposal? It is bidder policy for accounting department to provide financials upon request.**

Proposer may send KCATA its financial statements separately from the actual proposal. However, the financial statements need to be received by KCATA by the bid closing date and the fact that they are coming separately must be noted in the proposal.

**Additional changes/corrections:**

**4.4 Volume III – Contractual, Section F 2b is deleted and replaced with the following:**

Firms that have not filed an Affirmative Action compliance certification with the KCATA in the past two (2) years must submit the following documents:

1. The enclosed Certificate of Affirmative Action compliance (Attachment E). In lieu of this form a current Certificate of Affirmative Action compliance from a local government agency may be submitted.
2. A completed Workforce Analysis Report Form AA1, Part 2 (Attachment F-2). A current EEO-1 provided to another governmental agency may be substituted.

**Attachment A PROPOSAL SUBMITTAL CHECKLIST DOCUMENT/FORM REQUIREMENTS Volume III – Contractual is deleted and replaced with the following:**

**Volume III: Contractual:**

- Attachment D Vendor Registration (if not already registered with KCATA)
- Attachment E Affidavit of Civil Rights compliance
- Attachment F-2 KCATA EEO-1/Workplace Analysis Report (for Prime and Subs)
- Attachment G Letter of Intent to Subcontract with DBE Firm (if applicable)
- Attachment H.1 Affidavit of Primary Participants Regarding Employee Eligibility Verification
- Attachment H.2 Affidavit of Lower-Tier Participants Regarding Employee Eligibility Verification, if applicable

**End of Addendum #1**

**RECEIPT OF ADDENDA**

**RFP #18-6013-23  
ULTRA LOW FULFER DIESEL FUEL SUPPLY**

Offerors shall return this **RECEIPT OF ADDENDA** form when submitting your bid. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Offeror non-responsive.

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We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated in the RFP as required.

Addendum # 1                      Dated \_\_\_\_\_                      Date Received \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

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



**ATTACHMENT C-3**  
**Contract pricing Structure #1**

Diesel Fuel Fixed Pricing - Mark up Differential to NYMEX #2 Heating Oil

All amounts should be stated on a per gallon basis rounded to no more than four (4) decimal places

Differentials:	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13
Quality differential (refining to produce #2ULSD)	\$ + 0.0647	\$ + 0.0673	\$ + 0.0899	\$ + 0.1050	\$ + 0.0701	\$ + 0.0652	\$ + 0.0653	\$ + 0.0154	\$ + 0.0280	\$ + 0.0557	\$ + 0.0543	\$ + 0.0442
Geographical location differential	\$ + 0.0300	\$ + 0.0300	\$ + 0.0100	\$ + 0.0100	\$ + 0.0300	\$ + 0.0200	\$ + 0.0200	\$ + 0.0300	\$ + 0.0300	\$ + 0.0200	\$ + 0.0100	\$ + 0.0300
Suppliers margin	\$ + 0.0200	\$ + 0.0300	\$ + 0.0300	\$ + 0.0100	\$ + 0.0300	\$ + 0.0300	\$ + 0.0100	\$ + 0.0300	\$ + 0.0100	\$ + 0.0100	\$ + 0.0200	\$ + 0.0300
Delivery/transportation FOB at KCATA	\$ + 0.0200	\$ + 0.0100	\$ + 0.0100	\$ + 0.0200	\$ + 0.0200	\$ + 0.0200	\$ + 0.0200	\$ + 0.0200	\$ + 0.0300	\$ + 0.0200	\$ + 0.0300	\$ + 0.0200
Other (describe)	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000	\$ + 0.0000
<b>Total markup to NYMEX for Fixed Pricing</b>	\$ + 0.1347	\$ + 0.1373	\$ + 0.1399	\$ + 0.1450	\$ + 0.1501	\$ + 0.1352	\$ + 0.1153	\$ + 0.0954	\$ + 0.0980	\$ + 0.1057	\$ + 0.1143	\$ + 0.1244

Company proposal submitted by: Mansfield Oil Company

Name of authorized agent: David Zarfoss

Date: 09/09/11