April 20, 2018

ADDENDUM 1
Bid 18T9, Bulk Diesel and Gas Delivery Services

DUE DATE: May 3, 2018, at 2:00 P.M.

As a result of the pre-bid meeting held April 18, 2018, please be advised of the following additional information and clarifications:

1. Can bond requirements be waived?
   - A bid bond is not required from bidders, but a performance/payment bond will be required from the awarded vendor. Performance and payment bonds will not be waived. Reference pages 27 and 28, #9 ‘Performance and Payment Bonds’ section for additional information.

2. Is ACH/EFT an option?
   - No. We pay by check.

3. Are payment terms Net 10 or Net 15 an option?
   - No. Payment is net 30.

4. Please provide a sample invoice and bill of lading.
   - The information FCPS requests to be included on an invoice is listed in the bid specifications, page 32, #13. ‘Billing and Payment’.
   - A sample bill of lading is not being provided.
   - Petro Express has been the primary carrier in the past.

5. Should invoices be paid based on gross or net?
   - We pay based on the gallons indicated on the bill of lading.

6. Who is the incumbent supplier(s)?
   - Petroleum Traders Corp.

7. Can you provide the bid tabulation from the previous RFP for these products and/or services?

<table>
<thead>
<tr>
<th></th>
<th>CARROLL INDEPENDENT FUEL, LLC</th>
<th>GRIFFITH ENERGY SERVICES, INC.</th>
<th>JAMES RIVER SOLUTIONS</th>
<th>MANSFIELD OIL CO. OF GAINESVILLE, INC</th>
<th>PAPOCO, INC.</th>
<th>PETROLEUM TRADERS CORP.</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIESEL TRANSPORT MARGIN</td>
<td>$ 0.0545</td>
<td>No Bid</td>
<td>$ 0.0098</td>
<td>$ 0.0285</td>
<td>$ 0.0104</td>
<td>$ 0.0041</td>
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<tr>
<td>GAS TRANSPORT MARGIN</td>
<td>$ 0.0484</td>
<td>No Bid</td>
<td>$ 0.0148</td>
<td>$ 0.0206</td>
<td>-0.0047</td>
<td>$ 0.0077</td>
</tr>
</tbody>
</table>

Stephen P. Starmer, C.P.M., CSBA,
Purchasing Manager
Kim Miskell, Assistant Purchasing Manager
Bill Meekins, CPPB, CSBO, CPCP,
Purchasing Agent
Billie Laughland, Purchasing Agent
Shane Ryberg, Purchasing Agent
8. Will this bid be awarded to one contractor or multiple vendors?
   - One vendor.

9. Will you provide the following for each of your bulk locations – any special fittings, pump, meter, etc.?
   - This information is provided in the specifications, pages 31 and 32, # 14. ‘Ordering and Delivery Requirements’ in addition to the following:
     - All tanks are 10,000 gallons and are above ground.
     - Tanks do not have functioning gauges. This is why veedor root readings, performed before the offloading of fuel, is required to be done by FCPS staff, and why delivery during the requested hours and pre-notification of delivery by driver is essential.
     - The diesel tank at the Hayward Road site is situated on an incline. A short transport, with reel and pump, carrying around 6,500 gallons, is the best option to accommodate the offloading site conditions. It is necessary for the driver to climb the stairs to the top of the tank to place the hose inside the top opening. Therefore, a pump and a reel are required for the unloading of fuel for this tank.

10. Are we permitted to bid transport deliveries only? How many locations require tank wagon deliveries?
    - Delivery by transport is the only form of delivery being requested/priced. See # 8 and # 9 above.

11. Will deliveries be full loads only?
    - Reference the bid specifications, pages 31 and 32, # 14. ‘Ordering and Delivery Requirements’.

12. Can fuel orders be combined for transport?
    - No, because the two diesel tank locations do not run out at the same time.
    - Reference the bid specifications, pages 31 and 32, # 14. ‘Ordering and Delivery Requirements’.

13. Will you accept additional charges for unloading in excess of one hour (demurrage)?
    - No.

14. Can we set up deliveries on a set schedule?
    - No. Due to the size of our tanks, school not being in session some days, as well as other factors, FCPS places orders based on need. The statistics we have provided on pages 31 and 32, # 14. ‘Ordering and Delivery Requirements’ and in this addendum, reflect the most accurate information available.

15. What monitoring equipment is available at each site?
    - None. Reference page 25, # 4.e. We use a veedor root reader at this time.

16. Will you accept up to 5% bio in your diesel?

17. May we submit an alternate pricing sheet with inventory management included along with our primary bid response?
    - No. We are not interested in an inventory managed fuel option.
18. If you choose to lock in a firm price, would we work off of the awarded differential?
   ▪ No. We would request a separate price quote with terms related to fixed pricing.

19. How many months have you locked in at a fixed price in the past 2 years?
   ▪ We have not utilized the lock-in option for firm pricing during the last two years.

Sincerely,

Billie Laughland
Billie Laughland, Purchasing Agent
billie.laughland@fcps.org

BL/kl
Copy: Fred Punturiero, Director of Transportation
      Mark Maggitti, Fleet Maintenance Manager
      Bid File

Attachment: Pre-bid Attendance Sheet (1 page)
**BID 18T9, BULK DIESEL AND GAS DELIVERY SERVICES**

**MEETING DATE/TIME:** APRIL 18, 2018 at 2:00 PM

<table>
<thead>
<tr>
<th>NAME (PLEASE PRINT)</th>
<th>FIRM REPRESENTED (PLEASE PRINT)</th>
<th>PHONE NUMBER</th>
<th>FAX NUMBER</th>
<th>E-MAIL ADDRESS</th>
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<tbody>
<tr>
<td>Billie Laughton</td>
<td>FCPs Purchasing</td>
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<tr>
<td>Victor Morlee</td>
<td>Transgen Energy</td>
<td>(301) 937-5493</td>
<td></td>
<td><a href="mailto:lmorlee@transgen-energy.com">lmorlee@transgen-energy.com</a></td>
</tr>
<tr>
<td>Kurt Wernscheid</td>
<td>FCPs Transportation</td>
<td>301-686-6920</td>
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<tr>
<td>Jack Phelps</td>
<td>Carroll Fuel</td>
<td>410-281-5332</td>
<td></td>
<td><a href="mailto:jack.phelps@carrollfuel.net">jack.phelps@carrollfuel.net</a></td>
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<tr>
<td>Marie Mazzetti</td>
<td>FCPs</td>
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<tr>
<td>Fred Puntuniero</td>
<td>FCPs</td>
<td>301-644-5376</td>
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