

LARIMER COUNTY BID #12-27
OIL & LUBRICANT PRODUCTS
FLEET DEPARTMENT
DECEMBER 4, 2012 2:00 P.M.

Bids to consider the purchase of oil and lubricant products for the Larimer County Fleet Department were received and opened on Tuesday, December 4, 2012 at 2:00 p.m. in the Purchasing Department. Bids were opened by Kathryn Rowe, Director of Purchasing, and recorded by Heather MacMillan, Purchasing Agent I. The following bids were received:

| <u>VENDOR</u> | <u>GRAND TOTAL</u> <u>As received on</u> <u>Bid Form</u> | <u>TOTAL</u> <u>(less Mercon V</u> <u>Dexron III, Automatic</u> <u>Transmission Fluid)</u> |
|--------------------------------------------|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Team Petroleum (Alternate Bid) | \$59,473.02 | \$58,204.62 |
| Team Petroleum (Bid per Specifications) | \$64,325.98 | \$63,057.58 |
| Hill Petroleum | \$61,128.81 | \$60,274.79 |
| Gray Oil Inc. | \$61,992.31 | \$60,258.22 |
| Haiston Oil Co. | \$79,730.65 | \$78,257.05 |

No decision of award was made pending review and recommendation by the Larimer County Fleet Department.

Team Petroleum turned in two bids; one Bid per Specifications (Shell products), and one alternate bid (CAM2 products). Per the bid Specifications, ***All lubricant products shall be manufactured/refined by a nationally branded company, "No House Brands", will be allowed. Larimer County will be the sole judge of whether a given products are a "national brand".*** After thoroughly evaluating the CAM2 product, Larimer County Fleet determined that CAM2 is acceptable as a national brand.

Additionally, during the evaluation of the bids received, an error in the bid specifications was discovered. On page 4 of the Specifications, it indicates, ***Mercon V Dexron III, Automatic Transmission Fluid: Must meet GM Dexron III, Ford Mercon V, Chrysler AFT+4 and Allison C-4 specifications.*** This was an error, as Chrysler AFT+4 is not a product that the Fleet department has a need for. In order to ensure all bids were fairly evaluated, it was decided to remove line number nine on the Bid Form (Mercon V Dexron III, Automatic Transmission Fluid) from the calculation of the grand total altogether, as reflected in the column above entitled, "TOTAL (less Mercon V Dexron III, Automatic Transmission Fluid)".

The Larimer County Fleet Department reviewed the bids and recommends accepting the bid from Team Petroleum (Alternate Bid) in the amount of \$58,204.62, per the attached departmental recommendation and attached spreadsheet.

The Larimer County Purchasing Department concurs with the above recommendations.



Kathryn Rowe
Purchasing Director



Carol L. Block, Financial Services Director
For the Board of Larimer County Commissioners



PURCHASING DEPARTMENT

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TO: Kim Nohava, Fleet Director
John Shepek, Fleet Purchasing Agent II

FROM: Heather MacMillan, Purchasing Agent I

DATE: 12/4/12

SUBJECT: B12-27 Oil & Lubricant Products

Transmitted for your review and recommendation, are the bids received to consider the purchase of oil and lubricant products for the Larimer County Fleet Services Department.

When you have completed your review of the bids, please prepare your recommendation on this form and return the form to me. If you do not recommend awarding the bid to the lowest bidder, please explain why. This document will be considered a public record and open to inspection.

Please note that the low bid was supplied by Team Petroleum, who bid "CAM2" products. Per the Oil/Lubricant Specifications on page 3 of the Invitation to Bid, "**All lubricant products shall be manufactured/refined by a nationally branded company, "No House Brands", will be allowed. Larimer County will be the sole judge of whether a given product is a "national brand".**"

Additionally, we received a bid from Gray Oil, Inc. in Fort Lupton, CO. While the Specifications on pages 2 and 3 indicate, "**vendors must have a storage facility and bulk delivery vehicles located no further than 40 miles from Larimer County Fleet Service's Vine Street Shop, located at 614 E Vine Dr. Fort Collins, Colorado 80524**", this vendor interpreted this as a 40-mile radius from the Vine Street Fleet location, not 40 road-miles. As the bid specifications did not identify 40 road-miles versus a 40-mile radius, this bid is valid and should be considered. I have attached the map Gray Oil provided which shows that they are within the 40 mile radius from the Vine Street Fleet location.

I recommend Team Petroleum *CAM2 Bid (Alternate bid)* in the amount of \$ 58204⁶²

for the following reasons: Lowest qualifying Bidder
see Revised spread sheet with micron V/Dexron III Removed

HIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD

[Signature]
DEPARTMENT HEAD SIGNATURE

Fleet Services
DEPARTMENT

12-12-12
DATE

Thank you.