

NOTICE TO BIDDERS FOR ROAD AND BRIDGE MATERIALS

The Upshur County Commissioner's Court is accepting SEALED bids for road and bridge materials, including: Gas & Diesel, Road Oil, Plant Mixed Asphalt, Culverts, Crushed Gravel and RipRap/Rock. Specifications and bid packages for each, may be obtained in person from the Upshur County Road and Bridge Department, 2255 Hwy 271 N., Gilmer, Texas OR on the County website at www.countyofupshur.com. Questions should be directed to Upshur County Road and Bridge Administrator Phil Stegall at (903)843-7623. Bids should be submitted in lump sum pricing. No bond is required to bid. Method of payment will be cash at time services are rendered. All bids must be received in the Upshur County Judge's office, Upshur County Courthouse, #301, 150 E. Jefferson St., P. O. Box 790, Gilmer, TX 75644, on or before February 13, 2025 at 4:00 p.m. The bids will be opened in the regular session of the Upshur County Commissioner's Court on February 14, 2025 at 10:00 a.m.

TODD TEFTELLER
UPSHUR COUNTY JUDGE

The County of Upshur
State of Texas

Bid # UP01-25
For: Gasoline and Diesel Fuel
Bid opens date/time: February 14, 2025 @ 10:00 a.m.

The enclosed *Invitation to Bid* (ITB) and accompanying *Specifications/Bidder's Response Form* are for your convenience in bidding the referenced products or services for Upshur County.

Sealed bids shall be delivered no later than:

Date/Time: February 13, 2025 @ 4:00 p.m.
Location: Upshur County Judge, 150 E. Jefferson St, Suite 301, PO Box 790,
Gilmer, TX 75644
Mark Envelope: Bid-UP01-25 Gasoline and Diesel Fuel

Bids must be signed by a person having the authority to bind the vendor in a contract. Bids that are not signed will be rejected. Upshur County reserves the right to waive simple informalities in this Invitation to Bid.

Please note that all bids must be received at the designated location by the deadline shown. Bids received after the deadline will not be considered for award of the contract. Bids will be opened in the Upshur County Courthouse, 150 E. Jefferson St., Suite 301, Gilmer, Texas. You are invited to attend.

Bids may be withdrawn by the bidder at any time prior to the official opening, but must be withdrawn in person. Alterations may not be made to a bid once submitted, but a new bid may be submitted if the substitution occurs before the opening time. After the official opening, bids may not be amended or altered and may not be withdrawn without the approval of the Commissioners Court.

Upshur County is aware of the time and effort expended in preparing and submitting bids to the County. Please let us know of any bid requirements which are causing you difficulty in responding to our bids. We want to make the process as easy and efficient as possible so that all responsible vendors can compete for the County's business.

Awards ordinarily will be made approximately two weeks after the bid opening date. To obtain results, or if you have any questions, **please contact Phil Stegall, Upshur County Road Administrator, at 903-843-7623.**

Implementation of House Bill 1295

Certificate of Interested Parties (Form 1295):

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency.

The law applies (with a few exceptions) only to a contract between a business entity and a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

Changed or Amended Contracts:

Form 1295 is only required for a change made to an existing contract in certain circumstances: (1) if a Form 1295 was not filed for the existing contract, then a filing is only required if the changed contract either requires an action or vote by the governing body or the value of the changed contract is at least \$1 million; or (2) if a Form 1295 was filed for the existing contract, then another filing is only required for the changed contract if there is a change to the information disclosed in the Form 1295, the changed contract requires an action or vote by the governing body, or the value of the changed contract increases by at least \$1 million.

As required by law, the Commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The Commission also adopted rules (Chapter 46) to implement the law. The Commission does not have any additional authority to enforce or interpret section 2252.908 of the Government Code.

Filing Process:

A business entity must use the Form 1295 filing application the Commission created to enter the required information on Form 1295 and print a copy of the completed form. Once entered into the filing application, the completed form will include a unique certification number, called a "certification of filing."

An authorized agent of the business entity must sign the printed copy of the form affirming under the penalty of perjury that the completed form is true and correct.

The completed, printed, and signed Form 1295 bearing the unique certification of filing number must be filed with the governmental body or state agency with which the business entity is entering into the contract.

Acknowledgement by State Agency or Governmental Entity:

The governmental entity or state agency must acknowledge receipt of the filed Form 1295 with the certification of filing, using the Commission's filing application, not later than the 30th day after the date the governing body or state agency receives the Form 1295. The Commission will post the completed Form 1295 to its website within seven business days after the governmental entity or state agency acknowledges receipt of the form.

Additional Information:

Section 2252.908, Government Code.

Certificate of Interested Parties (Form 1295)**

****This is a sample form for illustration purposes only. DO NOT FILL OUT THIS SAMPLE FORM. Form 1295 MUST BE FILED ELECTRONICALLY! Paper copies and PDF copies of this sample form are not accepted!**

Chapter 46, Ethics Commission Rules (includes new rule 46.4, regarding changes to contracts, which went into effect on January 1, 2017)

Frequently Asked Questions

Last Revision: December 21, 2017

CERTIFICATE OF INTERESTED PARTIES**FORM 1295**

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

| 4 Name of Interested Party | City, State, Country (place of business) | Nature of Interest (check applicable) | |
|-------------------------------|---|---------------------------------------|--------------|
| | | Controlling | Intermediary |
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5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed In _____ County, State of _____, on the _____ day of _____, 20_____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

ADD ADDITIONAL PAGES AS NECESSARY

Important Notice! The State of Texas has enacted a new law that concerns Vendors doing business with local governments effective January 1, 2006. All Vendors must now register with Upshur County before they submit a bid or proposal. Please take the time to read the information on Conflict of Interest Disclosure provided below.

Conflict of Interest Disclosure

Beginning January 1, 2006, a new state law (Chapter 176 of the Local Government Code) requires all persons contracting, or negotiating to contract, or making a bid to sell goods or services, with or to Upshur County, to file a completed Conflict of Interest Questionnaire with the County Clerk. Failure to comply with this law is a criminal offense.

The form can be found at <http://www.ethics.state.tx.us/forms/CIQ.pdf>.

This law does not apply to certain court appointed persons such as attorneys, physicians, interpreters and the like. It is your responsibility to determine whether it applies to you.

Upshur County
Bid # UP01-25 Gasoline and Diesel Fuel
Instructions/Terms of Contract

By order of the Commissioners Court of Upshur County, Texas, sealed bids will be accepted for:

Gasoline and Diesel Fuel

IT IS UNDERSTOOD that the Commissioners Court of Upshur County reserves the right to reject any or all bids for the products covered in this bid request and to waive any formalities or defects in bids or to accept such bids as it shall deem to be in the best interest of Upshur County.

BIDS MUST BE SUBMITTED on the forms included for that purpose in this packet. Each bid should be signed by a person having the authority to bind the vendor in a contract, placed in a sealed envelope and marked clearly on the outside as shown below:

| |
|---|
| <u>Bids should be clearly marked:</u> Bid # UP01-25 Gasoline and Diesel Fuel |
|---|

RETURN SEALED BID TO the following address
February 13, 2025 not later than 4:00 p.m.

Upshur County Judge
150 E. Jefferson Street Suite 301
P.O. Box 790
Gilmer, Texas 75644

FACSIMILE TRANSMITTALS WILL NOT BE ACCEPTED

All Bids must be received in the County Judge's Office before the opening date and time.
The time stamp located in the County Judge's Office will be considered the official time
the bids are received.

GENERAL REQUIREMENTS FOR SEALED BIDS

READ THIS ENTIRE DOCUMENT CAREFULLY. FOLLOW ALL INSTRUCTIONS. YOU ARE RESPONSIBLE FOR FULFILLING ALL REQUIREMENTS AND SPECIFICATIONS. BE SURE YOU UNDERSTAND THEM.

General Requirements apply to all advertised requests for Sealed Bids; however, these may be superseded, whole or in part, by the INSTRUCTIONS/TERMS OF CONTRACT. Be sure your bid package is complete.

ADDENDA

When specifications are revised, the Upshur County Road Administrator will issue an addendum addressing the nature of the change. Bidders must **sign it and include it in the returned bid package.**

ASSIGNMENT

The successful bidder may not assign, sell or otherwise transfer this contract without written permission of Upshur County Commissioners Court.

AWARD

Upshur County reserves the right to award this contract on the basis of **LOWEST AND BEST BID** in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one bidder, to reject any or all Sealed Bids. In the event the lowest dollar bidder meeting specifications is not awarded a contract, the bidder may appear before the Commissioners Court and present evidence concerning his responsibility after officially notifying the Office of the County Judge of his intent to appear.

BONDS

If this bid requires submission of bid guarantee and performance bond, there will be a separate page explaining those requirements. Bids submitted without the required bid bond or Cashier's Checks are not acceptable.

CONTRACT OBLIGATION

Upshur County Commissioners Court must award the contract before it becomes binding on Upshur County or the bidder. Department heads are NOT authorized to sign agreements for Upshur County. **This contract is bound when accepted by Commissioners Court.** Binding agreements shall remain in effect until all products and/or services covered by this purchase have been satisfactorily delivered and accepted.

CONTRACT RENEWALS

Renewals may be made **ONLY** by written agreement between Upshur County and the bidder. Any price escalations are limited to those stated by the bidder in the original bid.

DISQUALIFICATION OF BIDDER

Upon signing this bid document, any bidder offering to sell supplies, materials, services, or equipment to Upshur County certifies that the bidder has not violated the antitrust laws of this state codified in §15.01, *et seq.*, Business & Commerce Code, or the federal antitrust laws, and has not communicated directly or indirectly the offer made to any competitor or any other person engaged in such line of business. Any or all Sealed Bids may be rejected if the County believes that collusion exists among the Bidders. Sealed Bids in which the prices are obviously unbalanced may be rejected. If multiple Sealed Bids are submitted by a bidder and after the Sealed Bids are opened, one of the Sealed Bids is withdrawn, the result will be that all of the Sealed Bids submitted by that bidder will be withdrawn; however, nothing herein prohibits a vendor from submitting multiple Bids for different products or services.

FISCAL FUNDING

A multi-year lease or lease/purchase arrangement (if requested by the specifications), or any contract continuing as a result of an extension option, must include fiscal funding out. If, for any reason, funds are not appropriated to continue the lease or contract, said lease or contract shall become null and void on the last day of the current appropriation of funds. After expiration of the lease, leased equipment shall be removed by the contractor from the using department without penalty of any kind or form to Upshur County. All charges and physical activity related to delivery, installation, removal and redelivery shall be the responsibility of the bidder.

GOVERNING FORMS

In the event of any conflict between the terms and provisions of these requirements and the specifications, the specifications shall govern. In the event of any conflict of interpretation of any part of this overall document, Upshur County's interpretation shall govern.

GOVERNING LAW

This request for bid is governed by the competitive bidding requirements of the County Purchasing Act, Texas Local Government Code, §262.021 *et seq.*, as amended. Bidders shall comply with all applicable federal, state and local laws and regulations. Bidder is further advised that these requirements shall be fully governed by the laws of the State of Texas and that Upshur County may request and rely on advice, decisions and opinions of the Attorney General of Texas and the County Attorney concerning any portion of these requirements.

HOLD HARMLESS AGREEMENT

The successful bidder shall indemnify and hold Upshur County harmless from all claims for personal injury, death and/or property damage resulting directly or indirectly from contractor's performance. Bidder shall procure and maintain, with respect to the subject matter of this bid, appropriate insurance coverage. Certification of such coverage must be provided to the County upon request.

INSPECTIONS & TESTING

Upshur County reserves the right to inspect any item(s) or service location for compliance with specifications and requirements and needs of the using department. If a bidder cannot furnish a sample of a bid item, where applicable, for review, or fails to satisfactorily show an ability to perform, the County can reject the bid as inadequate.

INVOICES AND PAYMENTS

Bidders shall submit an original invoice on each purchase order after each delivery, indicating the purchase order number. Invoices must be itemized. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, will be returned to the bidder for correction. Under term contracts, when multiple deliveries and/or services are required, the bidder may invoice following each delivery and the County will pay on invoice. Contracts providing for a monthly charge will be billed and paid on a monthly basis only. Prior to any and all payments made for goods and/or services provided under this contract, the bidder should provide his Taxpayer Identification Number or social security number as applicable. This information must be on file with the Upshur County Treasurer's office. Failure to provide this information may result in a delay in payment and/or back up withholding as required by the Internal Revenue Service.

MAINTENANCE

Maintenance required for equipment proposed should be available in Upshur County by a manufacturer-authorized maintenance facility. Costs for this service shall be shown on the Pricing/Delivery Information. If Upshur County opts to include maintenance, it shall be so stated in the purchase order and said cost will be included. Service will commence only upon expiration of applicable warranties and should be priced accordingly.

MATERIAL SAFETY DATA SHEETS

Under the "Hazardous Communication Act", commonly known as the "Texas Right To Know Act", a bidder must provide to the County with each delivery, material safety data sheets, which are applicable to hazardous substances, defined in the Act. Failure of the bidder to furnish this documentation will be cause to reject any bid applying thereto.

PRICING

Prices for all goods and/or services shall be negotiated to a firm amount for the duration of this contract or as agreed to in terms of time frame. All prices must be written in ink or typewritten. Where unit pricing and extended pricing differ, unit pricing prevails.

BID COMPLETION

Fill out and return ONE (1) complete bid form in an appropriately sized envelope or box. **PACKAGE MUST SHOW THE BID NUMBER, DESCRIPTION AND BE MARKED "SEALED BID."** An authorized company representative should sign the Bid Sheet. Completion of these forms is intended to verify that the bidder has submitted the bid, is familiar with its contents and has submitted the material in accordance with all requirements.

BID RETURNS

Bidders must return all completed Sealed Bids to the office of the Upshur County Judge at the time and on the date specified. Late Sealed Bids will not be accepted.

PURCHASE ORDER AND DELIVERY

The successful bidder shall not deliver products or provide services without an Upshur County Purchase Order. The fastest, most reasonable delivery time shall be indicated by the bidder in the proper place on the bid document. Any special information concerning delivery should also be included, on a separate sheet, if necessary. All items shall be shipped **F.O.B. INSIDE DELIVERY** unless otherwise stated in the specifications. Every tender or delivery of goods must fully comply with all provisions of these requirements and the specifications including time, delivery and quality. Nonconformance shall constitute a breach, which must be rectified prior to expiration of the time for performance. Failure to rectify within the performance period will be considered cause to reject future deliveries and cancellation of the contract by Upshur County without prejudice to other remedies provided by law. **Where delivery times are critical, Upshur County reserves the right to award accordingly.**

SCANNED OR RE-TYPED RESPONSE

If in its response, bidder either electronically scans, re-types, or in some way reproduces the County's published bid package, then in the event of any conflict between the terms and provisions of the County's published bid package, or any portion thereof, and the terms and provisions of the response made by bidder, the County's bid package *as published* shall control. Furthermore, if an alteration of any kind to the County's published bid package is only discovered after the contract is executed and is or is not being performed; the contract is subject to immediate cancellation.

SEVERABILITY

If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or the specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have been included in these requirements and the specifications as though the invalid portion had been omitted.

SILENCE OF SPECIFICATIONS

The apparent silence of specifications as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of the finest quality are to be used. All interpretations of specifications shall be made on the basis of this statement. The items furnished under this contract shall be new, unused of the latest product in production to commercial trade and shall be of the highest quality as to materials used and workmanship. Manufacturer furnishing these items shall be experienced in design and construction of such items and shall be an established supplier of the item proposed.

SUPPLEMENTAL MATERIALS

Bidders are responsible for including all pertinent product data in the returned bid package. Literature, brochures, data sheets, specification information, completed forms requested as part of the bid package and any other facts which may affect the evaluation and subsequent contract award should be included. Materials such as legal documents and contractual agreements, which the bidder wishes to include as a condition of the bid, must also be in the returned bid package. Failure to include all necessary and proper supplemental materials may be cause to reject the entire bid.

TAXES

Upshur County is exempt from all federal excise, state and local taxes unless otherwise stated in this document. Upshur County claims exemption from all sales and/or use taxes under Texas Tax Code §151.309, as amended. Texas Limited Sales Tax Exemption Certificates will be furnished upon written request to the Upshur County Road & Bridge Department.

TERM CONTRACTS

If the contract is intended to cover a specific time period, the term will be given in the specifications under SCOPE.

TERMINATION

Upshur County reserves the right to terminate the contract for default if Seller breaches any of the terms therein, including warranties of bidder or if the bidder becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies, which Upshur County may have in law or equity. Default may be construed as, but not limited to, failure to deliver the proper goods and/or services within the proper amount of time, and/or to properly perform any and all services required to Upshur County's satisfaction and/or to meet all other obligations and requirements. Upshur County may terminate the contract without cause upon thirty- (30) days written notice. Upshur County reserves the right to award any canceled contract to the next lowest and best bidder as it deems to be in the best interest of the County.

TESTING

Upshur County reserves the right to test equipment, supplies, material and goods proposed for quality, compliance with specifications and ability to meet the needs of the user. Demonstration units must be available for review. Should the goods or services fail to meet requirements and/or be unavailable for evaluation, the offer is subject to rejection.

WAIVER OF SUBROGATION

Bidder and bidder's insurance carrier waive any and all rights whatsoever with regard to subrogation against Upshur County as an indirect party to any suit arising out of personal or property damages resulting from bidder's performance under this agreement.

WARRANTIES

Bidders shall furnish all data pertinent to warranties or guarantees, which may apply to items in the bid. Bidders may not limit or exclude any implied warranties. Bidder warrants that product sold to the County shall conform to the standards established by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970. In the event product does not conform to OSHA Standards, where applicable, Upshur County may return the product for correction or replacement at the bidder's expense. If bidder fails to make the appropriate correction within a reasonable time, Upshur County may correct at the bidder's expense.

Upshur County
Bid UP01-25 Gasoline and Diesel Fuel
Instructions/Terms of Contract

Upshur County is requesting bids on Gasoline and Diesel Fuel. Bids must be submitted on the attached forms. By returning this bid with a price quote, vendors certify and agree that:

Delivery: Bid price must include all costs, freight, FOB destination and delivery based on delivery to Upshur County Road & Bridge Department in quantities ordered by the Upshur County Road and Bridge Department.

Exceptions/Substitutions: All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the bid. The absence of such a list shall indicate that the bidder has not taken exceptions and Upshur County shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. The Upshur County Commissioners Court reserves the right within its sole discretion to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the County.

Minimum Standards for Responsible Prospective Bidders: A prospective bidder must affirmatively demonstrate their responsibility and meet the following requirements:

1. Have adequate financial resources, or the ability to obtain such resources as required;
2. Be able to comply with the required or proposed delivery schedule;
3. Have a satisfactory record of performance;
4. Have a satisfactory record of integrity and ethics, and;
5. Be otherwise qualified and eligible to receive and award.

Upshur County may request representation and other information sufficient to determine the bidder's ability to meet these minimum requirements listed on the previous page.

Upshur County
Bid UP01-25 Gasoline and Diesel Fuel
Instructions/Terms of Contract

NOTICE OF INSURANCE SECTION

Please Read Carefully

Insurance Requirements: Bidder is required to submit with bid, an original of all insurance certificate(s) showing coverage for all requirements as stated below to be in force throughout the term of the contract. All required insurance carriers must have a B+ rating or better.

- Commercial General Liability Insurance at minimum combined single limits of \$500,000 per occurrence and \$1,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations, (\$1,000,000 products/completed operations aggregate). Coverage for products/completed operations must be maintained for at least two (2) years after the products/services work is completed. Coverage must be written on occurrence form. Contractual liability must be maintained with respect to the contractor's obligations contained in the contract. The general aggregate limit must be at least two (2) times the per-occurrence limit.
- Workers Compensation Insurance at statutory limits, including employer's liability coverage at minimum limits of \$500,000 per occurrence each accident/ \$500,000 by disease per occurrence/ \$500,000 by disease aggregate.
- Commercial Automobile Liability Insurance at minimum combined single limits of \$1,000,000 per occurrence for bodily injury and property damage, including owned, non-owned, and hired vehicle coverage.

Upshur County requires it to be named in the required certificates evidencing insurance coverage, as an additional insured by endorsement. This coverage shall include a Waiver of Subrogation in favor of Upshur County, Texas.

Upshur County also requires that should any of the insurance policies required by this contract be canceled or materially changed before the expiration date thereof, the issuing company shall give Upshur County, Texas through its County Road Administrator, Phil Stegall, PO Box 730, Gilmer, Texas 75644, thirty (30) days written notice of same.

Upshur County
Bid UP01-25 Gasoline and Diesel Fuel
Instructions/Terms of Contract

Termination for Default: Upshur County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default. Upshur County reserves the right to terminate the contract immediately and without prior notice in the event the successful bidder fails to:

1. Meet schedules;
2. Defaults in the payment of any fees; or
3. Otherwise fails to perform in accordance with these specifications.

Notice: Any notice provided by this bid (or required by law) to be given to the successful bidder by Upshur County shall be conclusively deemed to have been given and received on the next day after such written notice has been deposited in the U.S. mail in Gilmer, Texas, with sufficient 1st class postage affixed thereto, provided this shall not prevent the giving of actual notice in any other manner.

Purchase Order: Successful bidder shall be required by this agreement to clearly and plainly reference a valid Upshur County Purchase Order number on the face of each and every invoice tendered for payment. Failure to reference a valid Upshur County Purchase Order, as herein required, shall be considered sufficient cause for Upshur County to deny payment of said claim. Upshur County shall not be obligated for products or services delivered without prior authorization via purchase order.

Invoices: Payment will be made from original vendor invoices only. Invoices shall show all information as stated above and mailed directly to the Upshur County Auditor's Office, PO Box 730, Gilmer, Texas 75644.

Payment will be made upon receipt and acceptance, by the County, of the items ordered in accordance with the Texas Government Code, Section 2251.021. Each Successful bidder is required to pay all its subcontractors within ten (10) days.

Warranty: Successful bidder shall warrant that all items/services shall conform to the proposed specifications and all written warranties as well as all implied warranties as shown in the Uniform Commercial Code, and shall be free from all latent and patent defects in material, workmanship and title.

Venue: This agreement and any dispute related hereto will be governed and construed according to the laws of the State of Texas and venue shall be fixed in Upshur County, Texas.

Any questions concerning this *Invitation to Bid* and *Specifications* should be directed to **Phil Stegall, Upshur County Road Administrator, at 903-843-7623.**

Upshur County
Bid # UP01-25 Gasoline and Diesel Fuel
Specifications

Scope:

It is the intent of Upshur County, Texas to purchase, through the competitive bidding process, Gasoline and Diesel Fuel. The bid will be effective starting March 1, 2025 and expiring February 28, 2026 with the option to renew for two (2) additional years contingent upon both parties, but can be canceled by either party upon giving thirty (30) days written notice to the other party.

Bids must include the brand and specifications of fuel. Delivery of fuel will normally be by the transport load and shall be delivered within twenty-four (24) hours after the order is placed.

Testing:

Gasoline and Diesel Fuel are subject to testing by the County in a competent testing laboratory. Should tests indicate fuels are not meeting specifications, Upshur County reserves the right to cancel the contract in case the successful bidder fails to correct the noncompliance with specifications and to invoice the bidder for testing expense.

Post-Terminal Price:

Documentation shall be from the source refinery bid and shall bear the refinery's logo and/or letterheads or shall be from the Oil Price Information Service and shall bear the OPIS logo and/or letterhead.

Documentation shall identify the refinery source, refinery location, fuel brand and/or trade name, and fuel prices corresponding to the type (s) of fuel (s) designated on the IFB, for which a bid is made.

Bidder should indicate in the space provided on the IFB, the first and last names and telephone number(s) of the source refinery employee(s) who may verify fuel price for a given day.

If fuel is delivered from a refinery other than originally bid, the vendor shall supply, with the invoice, posted terminal price documents from both the refinery location originally bid and the refinery used. Upshur County will pay the lesser of the two selling prices.

Invoices not supported by all specified terminal price documents will be retained and payment held in abeyance, until the required documentation is received.

Taxes:

Upshur County will be responsible for all applicable taxes at time of billing. Contractors shall not include any taxes on bid proposal.

Award Of Contract:

The "TOTAL BID" shall be used to determine the low bidder. Upshur County reserves the right to reject any or all bids. Upshur County reserves the right to award this bid to multiple vendors.

A copy of the jobber's invoice to the bidder shall be submitted with this bid to verify the present dock or jobber's price. Successful bidder shall submit a copy of the jobber's current dock price with each invoice.

Specifications/Minimum Requirements for Gasoline:

100% hydrocarbon, lead-free Grade A fuel meeting federal lead-free specifications and having a minimum 86 octane by Research Method and Motor Average.

Specifications/Minimum Requirements for Diesel:

Supply Ultra-Low Sulfur Diesel fuel (ULSD) compliant with current EPA regulations.

Bidding and Award of Contract

Quantities shown are approximate. Upshur County reserves the right to increase or decrease the quantities, to reject material not meeting specifications, to award separate contracts on each of the base bids, and to award contracts to more than one bidder. Upshur County will procure the material(s) covered by this bid package on any particular instance from the vendor whose price is most economical to Upshur County.

| |
|---|
| Bid for Gasoline and Diesel Fuel |
|---|

Upshur County is requesting bids for Gasoline and Diesel Fuel as described in the foregoing specifications. Without change in the unit price, it is expressly understood that the total quantity indicated on this bid form is only an estimate.

Having read and understood the attached instructions, specifications, terms and conditions, we submit the following bid:

| <u>Quantity</u> | <u>Description</u> | <u>Unit of Measure</u> | <u>Price Per Unit</u> | <u>Total of Items</u> |
|---------------------------------|--|------------------------|-----------------------|--|
| 50,000 | Gasoline dock price as of 2:00 p.m. January 30, 2025 | GAL | \$ <u>1.9775</u> | |
| | Profit Margin | GAL | \$ <u>+0.0739</u> | |
| | Total | | | \$ <u>2.0514</u> x 50,000 gals = \$102,570.00 |
| 70,000 | Diesel (ULSD) dock price as of 2:00 p.m. January 30, 2025 | GAL | \$ <u>2.4404</u> | |
| | Profit Margin | GAL | \$ <u>+0.0739</u> | |
| | Total | | | \$ <u>2.5143</u> x 70,000 gals = \$176,001.00 |
| TOTAL BID: \$ <u>278,571.00</u> | | | | |

Additional profit margin if tanker loads are requested by Upshur County: \$ +0.1800

Note: Margins include freight rates but are exclusive of any applicable taxes/fees (Federal LUST [0.0010], State Motor Fuel [0.2000], Federal Oil Spill [.001926 on Gas; .00214 on Diesel], Federal Superfund [0.003645 on Gas; 0.00405 on Diesel] and TX delivery fee [based on gasoline load size less than 7500 gallons = 5.45 per delivery]).

Based on freight and surcharges from Waskom Energy Transfer Partnership Terminal. Should product not be available at the Waskom Energy Transfer Partnership terminal for any reason, a secondary terminal shall be used. Freight and surcharges will be adjusted to the new terminal distance. Petroleum Traders Corporation has access to additional supply in numerous cities including Tyler, Mt. Pleasant, Big Sandy, Caddo Mills, Dallas/Fort Worth, Waco, Mertens, Herne, Byron, Center, Houston, Beaumont, Waskon, Shreveport, LA, Ardmore, OK, and Wynnewood, OK.

The +.0739 margins are based on 7,500 gallon deliveries (mixed gas/diesel)

The +.1800 additional will apply to any orders less than 7,500 gallons

Payment terms are Net 30, 0% discount

| | |
|---|----------------------------------|
| Petroleum Traders Corporation | 35-1462227 |
| Firm Submitting Bid | Federal ID Number |
| 7120 Pointe Inverness Way | |
| Address | |
| Fort Wayne, IN 46804 | |
| City, State, Zip | |
| Joseph Vanderpool, Contract Sales Manager | jvanderpool@petroleumtraders.com |
| Name and Title of Individual Submitting Bid | E-Mail Address |
| 888-637-7661 | 260-203-3820 |
| Telephone Number | Fax Number |
| <i>Joseph Vanderpool</i> | |
| Signature of Authorized Representative | |

References:

List three (3) companies or governmental agencies where these commodities have been provided:

1. Name: Brazoria County, TX
111 E Locust
Address: Angleton, TX 77515 Phone No. 979-864-1825
Contact person: Elizabeth Morgan Title Contract Specialist
2. Name: Katy Independent School District, TX
6301 S Stadium Lane
Address: Katy, TX 77494 Phone No. 281-396-7581
Contact person: Regina Stephenson Title Purchasing Coordinator
3. Name: Collin County, TX
2300 Bloomdale Rd
Address: McKinney, TX 75071 Phone No. 972-548-4115
Contact person: Shannon Poe Title Buyer

Waskom, TX OPIS CONTRACT BENCHMARK Daily 01/30/2025
 OPIS Gross CBOB Ethanol 10% RVP 9 Prices

| | Terms | Unl | Mid | Pre |
|---------------------|---------|--------|--------|--------|
| Texaco | b 1-10 | 2.1490 | 2.4690 | 2.9200 |
| Valero | u N-10 | 1.9950 | 2.2750 | 2.6450 |
| Valero | b 1-10 | 2.1414 | 2.4444 | 2.8697 |
| Shell | b 125-3 | 2.1448 | 2.3980 | 2.9246 |
| Chevron | b 1-10 | 2.1490 | 2.4690 | 2.9200 |
| Placid | u Net | 1.9775 | 2.1975 | 2.2595 |
| XOM | u Net | 1.9910 | 2.3685 | 2.6410 |
| XOM | b 125-3 | 2.1437 | 2.5852 | 2.8931 |
| Motiva | u N-10 | 2.0000 | 2.2700 | 2.7400 |
| PSX | b 1-10 | 2.1425 | 2.2940 | 2.6678 |
| Shell-Mot | b 125-3 | 2.1509 | 2.4749 | 2.9104 |
| 76-Mot | b 125-3 | 2.1478 | 2.4618 | 2.8972 |
| Contract Low | | 1.9775 | 2.1975 | 2.2595 |
| Contract High | | 2.1509 | 2.5852 | 2.9246 |
| Contract Average | | 2.0944 | 2.3923 | 2.7740 |
| Cont Branded Low | | 2.1414 | 2.2940 | 2.6678 |
| Cont Branded High | | 2.1509 | 2.5852 | 2.9246 |
| Cont Branded Avg | | 2.1461 | 2.4495 | 2.8754 |
| Cont Unbranded Low | | 1.9775 | 2.1975 | 2.2595 |
| Cont Unbranded High | | 2.0000 | 2.3685 | 2.7400 |
| Cont Unbranded Avg | | 1.9909 | 2.2778 | 2.5714 |

Waskom, TX OPIS CONTRACT BENCHMARK Daily 01/30/2025
 OPIS Gross No. 2 LED Distillate Prices

| | Terms | LS | HS | ULS |
|---------------------|---------|-------|-------|--------|
| S.R. & M. | u N-10 | -- -- | -- -- | 2.4404 |
| Valero | u N-10 | -- -- | -- -- | 2.4544 |
| Valero | b 1-10 | -- -- | -- -- | 2.4959 |
| Shell | b 125-3 | -- -- | -- -- | 2.4963 |
| Placid | u Net | -- -- | -- -- | 2.4525 |
| XOM | u Net | -- -- | -- -- | 2.4455 |
| XOM | b 125-3 | -- -- | -- -- | 2.5127 |
| Motiva | u N-10 | -- -- | -- -- | 2.4450 |
| Motiva | b 125-3 | -- -- | -- -- | 2.5007 |
| PSX | b 1-10 | -- -- | -- -- | 2.4778 |
| Shell-Mot | b 125-3 | -- -- | -- -- | 2.5028 |
| 76-Mot | b 125-3 | -- -- | -- -- | 2.5022 |
| Contract Low | | -- -- | -- -- | 2.4404 |
| Contract High | | -- -- | -- -- | 2.5127 |
| Contract Average | | -- -- | -- -- | 2.4772 |
| Cont Branded Low | | -- -- | -- -- | 2.4778 |
| Cont Branded High | | -- -- | -- -- | 2.5127 |
| Cont Branded Avg | | -- -- | -- -- | 2.4983 |
| Cont Unbranded Low | | -- -- | -- -- | 2.4404 |
| Cont Unbranded High | | -- -- | -- -- | 2.4544 |
| Cont Unbranded Avg | | -- -- | -- -- | 2.4476 |

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Petroleum Traders Corporation
Fort Wayne, IN United States

Certificate Number:
2025-1262363

Date Filed:
01/29/2025

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Upshur County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

UP01-25
Supply and delivery of gasoline and diesel fuel

| 4 | Name of Interested Party | City, State, Country (place of business) | Nature of interest (check applicable) | |
|---|--------------------------|--|--|--------------|
| | | | Controlling | Intermediary |
| | Himes, Michael | Fort Wayne, IN United States | X | |
| | Townsend, Brian | Fort Wayne, IN United States | X | |
| | Stephens, Linda | Fort Wayne, IN United States | X | |
| | Vanderpool, Joseph | Fort Wayne, IN United States | X | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is Joseph Vanderpool, and my date of birth is May 29, 1988.

My address is 7120 Pointe Inverness Way, Fort Wayne, IN, 46804, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Allen County, State of Indiana, on the 11th day of February, 20 25.
(month) (year)


Signature of authorized agent of contracting business entity
(Declarant)

Joseph Vanderpool,
Contract Sales Manager

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

OFFICE USE ONLY

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

Petroleum Traders Corporation

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?


☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

Joseph Vanderpool,
Contract Sales Manager

2/11/25

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|--|---|
| PRODUCER Lupke Rice Insurance 127 W. Berry Street, Ste 500 Fort Wayne IN 46802 | CONTACT NAME: Cindy Surfus PHONE (A/C No, Ext): 260-424-4150 FAX (A/C, No): 260-424-4187 E-MAIL ADDRESS: csurfus@lupkerice.com |
| INSURED Petroleum Traders Corporation P.O. Box 2357 Fort Wayne IN 46801 | INSURER(S) AFFORDING COVERAGE INSURER A: Ironshore Specialty Insurance Co INSURER B: Ohio Security Insurance Company INSURER C: INSURER D: INSURER E: INSURER F: |

| | | |
|---|---------------------------------------|-------------------------|
| COVERAGES | CERTIFICATE NUMBER: 1790607498 | REVISION NUMBER: |
| THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. | | |

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|--|---------------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | IEPUW0013197702 | 9/1/2024 | 9/1/2025 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ |
| A | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | IEPUW0013197702 | 9/1/2024 | 9/1/2025 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0 | | XSCUW0013197802 | 9/1/2024 | 9/1/2025 | EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N <input checked="" type="checkbox"/> N N/A | XWS(24) 59 06 94 51 | 9/1/2024 | 9/1/2025 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |
| A | Pollution Third Party On-Site Pollution | | IEPUW0013197702 | 9/1/2024 | 9/1/2025 | Limit 1,000,000 Limit 1,000,000 Deductible 25,000 |

| |
|--|
| DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) |
|--|

| | |
|---|--|
| CERTIFICATE HOLDER Sample | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|--|

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**PETROLEUM TRADERS
CORPORATION**

PO Box 2357
Fort Wayne, IN 46801-2357
888-637-7661

2/11/25

Upshur County
150 E Jefferson St
Gilmer, TX 75644

To Whom It May Concern:

In Upshur County's Fuel Bid, it asks for a certificate of insurance with Upshur County named as additional insured. It is Petroleum Traders Corporation's practice to only have a company listed as "additional insured" if we are awarded their bid. Therefore, if we are notified we are awarded any of Upshur County's Fuel Bid, we will be more than happy to provide a certificate naming you as additional insured.

Thank you for your understanding,

Joseph Vanderpool,
Contract Sales Manager



QUALITY ASSURANCE MANUAL

PRODUCT SPECIFICATIONS

A-GRADE

Conventional Regular Gasoline Before Oxygenate Blending (CBOB) 87 Octane after blending with 10% DFE

This CBOB may not be combined with any other CBOB except a CBOB having the same requirements for oxygenate type and amount.

All parameters must be met before blending with DFE unless noted.

| Product Property | ASTM Test Method | Test Results | |
|------------------------------|----------------------------|--------------|---------|
| | | Minimum | Maximum |
| Gravity, API @ 60°F | D4052 | Report | |
| NACE | TM0172 | B+ | |
| Oxidation Stability, minutes | D525 | 240 | |
| Oxygen Content, wt % | D5599 or D4815 | | 0.1 |
| Phosphorus, g/gal | D3231 | | 0.004 |
| Sulfur, ppm wt. | D2622 or D5453 or D7039 | | 80 |

All parameters must be met after blending with DFE unless noted.

| Product Property | ASTM Test Method | Test Results | |
|---------------------------------------|------------------|------------------|---------|
| | | Minimum | Maximum |
| Benzene, vol % | D5769 or D3606 | | 3.8 |
| Corrosion (Cu), 3 hrs. @ 122°F (50°C) | D130 | | 1 |
| Corrosion (Ag), 3 hrs. @ 122°F (50°C) | D7671 | | 1 |
| Doctor Test | D4952 | Negative (sweet) | |
| Mercaptan Sulfur, wt % | D3227 | | 0.002 |
| Octane | | | |
| RON | D2699 | Report | |
| MON | D2700 | 82.0 | |
| Antiknock Index | D4814 | 87.0 | |
| Solvent Washed Gum, mg/100mL | D381 | | 4 |

| Grade | D4814 | D86, °F (% Evaporated) | | | | | D5188, °F | D5191, psi | |
|-------|--------------------|------------------------|----------|-------|----------|---------|-----------|-------------------|--------------------|
| | Driveability Index | 10 vol % | 50 vol % | | 90 vol % | End Pt. | V/L @ 20 | RVP | |
| | | Max | Min | Max | Max | Max | Min | Max w/ Ethanol | Max w/o Ethanol |
| 1A | 1250 | 158.0 | 150.0 | 250.0 | 374.0 | 430.0 | 122 | 8.8 | 7.8 |
| A2/2A | 1250 | 158.0 | 150.0 | 250.0 | 374.0 | 430.0 | 122 | 10.0 | 9.0 |
| A3/3A | 1230 | 140.0 | 150.0 | 240.0 | 365.0 | 430.0 | 116 | 12.5 | - |
| A4/4A | 1220 | 131.0 | 150.0 | 235.0 | 365.0 | 430.0 | 107 | 14.5 | - |
| A5/5A | 1200 | 122.0 | 150.0 | 230.0 | 365.0 | 430.0 | 102 | 15.5 | - |

- (a) May not contain oxygenates, such as ethers and alcohols. The use of non-hydrocarbon blending components in these grades is prohibited.
- (b) All EPA test methods must be performed in accordance with 40 CFR 1090 Subpart C standards and procedures set forth in Subpart N.
- (c) All test methods listed in ASTM are acceptable. Referee methods are listed first in the table above and will be considered for disputes.
- (d) Summertime RVP must be checked using EPA formula as per 40 CFR 1090.1355.
- (e) A Mercaptan Test is not required if a Doctor Test result is negative.
- (f) Heavy metals are not allowed to be present.



QUALITY ASSURANCE MANUAL

PRODUCT SPECIFICATIONS

GRADE 62

Fungible 15ppm Ultra Low Sulfur Diesel Fuel

| Product Property | ASTM Test Method | Test Results | |
|--|-------------------------------|----------------------------------|------------------------------|
| | | Minimum | Maximum |
| Ash, wt % | D482 | | 0.01 |
| BS&W, vol % | D2709 | | <0.05 |
| Ramsbottom Carbon Residue on 10% distillation residue, wt % | D524 | | 0.35 |
| Cetane Number AND Aromatics, vol % OR Cetane Index | D613 D1319 D976 | 40 40 | 35 |
| Cloud Point, °F August 1 – March 14 March 15 – July 31 | D2500 or D5773 | | 15.8 19.4 |
| Color | D6045 | | 2.5 |
| Color, Visual | | Undyed | |
| Corrosion, 3hrs @ 50°C (122°F) | D130 | | 1 |
| Distillation, °F 50% 90% End Point | D86 | 540 | Report 640 700 |
| Electrical Conductivity, pS/m @ 21°C (70°F) | D2624 | | 250 |
| Flash Point, °F | D93 | 130 (origin) 125.8 (delivery) | |
| Gravity, API @ 60°F | D4052 | 30 | |
| Haze Rating @ 25°C (77°F) | D4176, Proc. B | | 2 |
| NACE | TM0172 | B+ | |
| Pour Point, °F August 1 – March 14 March 15 – July 31 | D97 | | 0 10.4 |
| Sulfur, ppm wt. | D5453 or D2622 or D7039 | | 11 (origin) 15 (delivery) |
| Thermal Stability, 90min @ 150°C, Pad Rating OR Oxidation Stability, mg/100mL OR Thermal Stability, % Reflectance Y Unit / Green Filter OR W Unit | DuPont F-21 D2274 D6468 | 73% 68% | 7 2.5 |
| Viscosity, cSt @ 40°C (104°F) | D445 | 1.9 | 4.1 |

- (a) Delivered products meet all applicable requirements at time and place of delivery.
(b) Refer to Additive section for requirements/restrictions.
(c) All test methods listed in ASTM D975 are acceptable. Referee methods are listed first in the table and will be considered for disputes.
(d) Sulfur and cetane Index results shall be obtained in compliance with 40 CFR1090 Subpart N.
(e) Either physical or simulated distillation, D2887, can be used. D2887 MUST be correlated to D86.
(f) Grade 62 deliveries at the following locations may contain 5% Renewable Diesel: Athens, Atlanta, Belton, Charlotte, Spartanburg.
(g) Grade 62 deliveries on line 22, 24, and local Greensboro lines may contain up to 5% Bio-Diesel and/or 5% Renewable Diesel.
(h) Grade 62 originations are not allowed to contain Renewable diesel fuels. Products containing up to 5% renewable diesel may be shipped as grade 63.