

**COUNTY OF FRESNO
REQUEST FOR QUOTATION
NUMBER: 992-5390**

**FUEL SITE REPAIRS, MAINTENANCE, TESTING
AND TANK MONITORING UPGRADES**

Issue Date: October 20, 2015

Closing Date: NOVEMBER 20, 2015

Quotation will be considered LATE when the official Purchasing time clock reads 2:00 P.M.

Questions regarding this RFQ should be directed to: Bryan Hernandez,
e-mail countypurchasing@co.fresno.ca.us or phone (559) 600-7110.

Check County of Fresno Purchasing's website at
<https://www2.co.fresno.ca.us/0440/Bids/BidsHome.aspx>
for any future addenda.

Please submit all Quotations to:
County of Fresno – Purchasing
4525 E. Hamilton Avenue, 2nd Floor
Fresno, CA 93702-4599

BIDDER TO COMPLETE

Undersigned agrees to furnish the commodity or service stipulated in the attached response at the prices and terms stated, subject to the attached "County of Fresno Purchasing Standard Instructions And Conditions For Requests For Proposals (RFP's) And Requests For Quotations (RFQ's)".

Except as noted on individual items, the following will apply to all items in the Quotation Schedule:

- A cash discount of _____ % _____ days will apply.

COMPANY

ADDRESS

CITY

STATE

ZIP CODE

()

()

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

SIGNATURE (IN BLUE INK)

PRINT NAME

TITLE

Purchasing Use: BH:hrs

ORG/Requisition: 8910/8905160252

COUNTY OF FRESNO PURCHASING

STANDARD INSTRUCTIONS AND CONDITIONS FOR REQUESTS FOR PROPOSALS (RFP'S) AND REQUESTS FOR QUOTATIONS (RFQ'S)

Note: the reference to "bids" in the following paragraphs applies to RFP's and RFQ's

GENERAL CONDITIONS

By submitting a bid the bidder agrees to the following conditions. These conditions will apply to all subsequent purchases based on this bid.

1. BID PREPARATION:

- A) All prices and notations must be typed or written in ink. No erasures permitted. Errors may be crossed out, initialed and corrections printed in ink by person signing bid.
- B) Brand Names: Brand names and numbers when given are for reference. Equal items will be considered, provided the offer clearly describes the article and how it differs from that specified. In the absence of such information it shall be understood the offering is exactly as specified.
- C) State brand or make of each item. If bidding on other than specified, state make, model and brand being bid and attach supporting literature/specifications to the bid.
- D) Bid on each item separately. Prices should be stated in units specified herein. All applicable charges must be quoted; charges on invoice not quoted herein will be disallowed.
- E) Time of delivery is a part of the consideration and must be stated in definite terms and must be adhered to. F.O.B. Point shall be destination or freight charges must be stated.
- F) All bids must be dated and signed with the firm's name and by an authorized officer or employee.
- G) Unless otherwise noted, prices shall be firm for one hundred eighty (180) days after closing date of bid.

2. SUBMITTING BIDS:

- A) Each bid must be submitted on forms provided in a sealed envelope/package with bid number and closing date and time on the outside of the envelope/package.
- B) Interpretation: Should any discrepancies or omissions be found in the bid specifications or doubt as to their meaning, the bidder shall notify the Buyer in writing at once. The County shall not be held responsible for verbal interpretations. Questions regarding the bid must be received by Purchasing stated within this document. All addenda issued shall be in writing, duly issued by Purchasing and incorporated into the contract.
- C) ISSUING AGENT/AUTHORIZED CONTACT: This RFP/RFQ has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFP/RFQ, its content, and all issues concerning it.

All communication regarding this RFP/RFQ shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFP/RFQ is identified on the cover page, along with his

or her telephone number, and he or she should be the primary point of contact for discussions or information pertaining to the RFP/RFQ. Contact with any other County representative, including elected officials, for the purpose of discussing this RFP/RFQ, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFP/RFQ, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

- D) Bids received after the closing time will NOT be considered.
- E) Bidders are to bid what is specified or requested first. If unable to or unwilling to, bidder may bid alternative or option, indicating all advantages, disadvantages and their associated cost.

3. FAILURE TO BID:

- A) If not bidding, return bid sheet and state reason for no bid or your name may be removed from mailing list.

4. TAXES, CHARGES AND EXTRAS:

- A) County of Fresno is subject to California sales and/or use tax (8.225%). Please indicate as a separate line item if applicable.
- B) **DO NOT** include Federal Excise Tax. County is exempt under Registration No. 94-73-03401-K.
- C) County is exempt from Federal Transportation Tax. Exemption certificate is not required where shipping papers show consignee as County of Fresno.
- D) Charges for transportation, containers, packing, etc. will not be paid unless specified in bid.

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5. W-9 – REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION & CALIFORNIA FORM 590 WITHHOLDING EXEMPTION CERTIFICATE:

Upon award of bid, the vendor shall submit to County Purchasing, a completed IRS Form W-9 - Request for Taxpayer Identification Number and Certification and a California Form 590 Withholding Exemption Certificate if not currently a County of Fresno approved vendor.

6. AWARDS:

- A) Award(s) will be made to the most responsive responsible bidder; however, the Fresno County Local Vendor Preference and/or the Disabled Veteran Business Enterprise Preference shall take precedence when applicable. Said Preferences apply only to Request for Quotations for materials, equipment and/or supplies only (no services); the preference do not apply to Request for Proposals. RFQ evaluations will include such things as life-cycle cost, availability, delivery costs and whose product and/or service is deemed to be in the best interest of the County. The County shall be the sole judge in making such determination.
- B) Unless bidder gives notice of all-or-none award in bid, County may accept any item, group of items or on the basis of total bid.
- C) The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids.
- D) Award Notices are tentative: Acceptance of an offer made in response to this RFP/RFQ shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.
- E) After award, all bids shall be open to public inspection. The County assumes no responsibility for the confidentiality of information offered in a bid.

7. TIE BIDS:

All other factors being equal, the contract shall be awarded to the Fresno County vendor or, if neither or both are Fresno County vendors, it may be awarded by the flip of a coin in the presence of witnesses or the entire bid may be rejected and re-bid. If the General Requirements of the RFQ state that they are applicable, the provisions of the Fresno County Local Vendor Preference shall take priority over this paragraph.

8. PATENT INDEMNITY:

The vendor shall hold the County, its officers, agents and employees, harmless from liability of any nature or kind, including costs and expenses, for infringement or use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with this bid.

9. SAMPLES:

Samples, when required, must be furnished and delivered free and, if not destroyed by tests, will upon written request (within thirty (30) days of bid closing date) be returned at the bidder's expense. In the absence of such notification, County shall have the right to dispose of the samples in whatever manner it deems appropriate.

10. RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT:

- A) In case of default by vendor, the County may procure the articles or service from another source and may recover the cost difference and related expenses occasioned thereby from any unpaid balance due the

vendor or by proceeding against performance bond of the vendor, if any, or by suit against the vendor. The prices paid by the County shall be considered the prevailing market price at the time such purchase is made.

- B) Articles or services, which upon delivery inspection do not meet specifications, will be rejected and the vendor will be considered in default. Vendor shall reimburse County for expenses related to delivery of non-specified goods or services.
- C) Regardless of F.O.B. point, vendor agrees to bear all risks of loss, injury or destruction to goods and materials ordered herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.

11. DISCOUNTS:

Terms of less than fifteen (15) days for cash payment will be considered as net in evaluating this bid. A discount for payment within fifteen (15) days or more will be considered in determining the award of bid. Discount period will commence either the later of delivery or receipt of invoice by the County. Standard terms are Net forty-five (45) days.

12. SPECIAL CONDITIONS IN BID SCHEDULE SUPERSEDE GENERAL CONDITIONS:

The "General Conditions" provisions of this RFP/RFQ shall be superseded if in conflict with any other section of this bid, to the extent of any such conflict.

13. SPECIAL REQUIREMENT:

With the invoice or within twenty-five (25) days of delivery, the seller must provide to the County a Material Safety Data Sheet for each product, which contains any substance on "The List of 800 Hazardous Substances", published by the State Director of Industrial Relations. (See Hazardous Substances Information and Training Act, California State Labor Code Sections 6360 through 6399.7.)

14. RECYCLED PRODUCTS/MATERIALS:

Vendors are encouraged to provide and quote (with documentation) recycled or recyclable products/materials which meet stated specifications.

15. YEAR COMPLIANCE WARRANTY:

Vendor warrants that any product furnished pursuant to this Agreement/order shall support a four-digit year format and be able to accurately process date and time data from, into and between the twentieth and twenty-first centuries, as well as leap year calculations. "Product" shall include, without limitation, any piece or component of equipment, hardware, firmware, middleware, custom or commercial software, or internal components or subroutines therein. This warranty shall survive termination or expiration of this Agreement.

In the event of any decrease in product functionality or accuracy related to time and/or date data related codes and/or internal subroutines that impede the product from operating correctly using dates beyond December 31, 1999, vendor shall restore or repair the product to the same level of functionality as warranted herein, so as to minimize interruption to County's ongoing business process, time being of the essence. In the event that such warranty compliance requires the acquisition of additional programs, the expense for any such associated or additional acquisitions, which may be required, including, without limitation, data conversion tools, shall be borne exclusively by vendor. Nothing in this warranty shall be construed to limit any rights or remedies the County may otherwise have under this Agreement with respect to defects other than year performance.

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16. PARTICIPATION:

Bidder may agree to extend the terms of the resulting contract to other political subdivision, municipalities and tax-supported agencies.

Such participating Governmental bodies shall make purchases in their own name, make payment directly to bidder, and be liable directly to the bidder, holding the County of Fresno harmless.

17. CONFIDENTIALITY:

All services performed by vendor shall be in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code, California Welfare and Institutions Code, Health and Safety Code, California Code of Regulations, Code of Federal Regulations.

Vendor shall submit to County's monitoring of said compliance.

Vendor may be a business associate of County, as that term is defined in the "Privacy Rule" enacted by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). As a HIPAA Business Associate, vendor may use or disclose protected health information ("PHI") to perform functions, activities or services for or on behalf of County as specified by the County, provided that such use or disclosure shall not violate HIPAA and its implementing regulations. The uses and disclosures if PHI may not be more expansive than those applicable to County, as the "Covered Entity" under HIPAA's Privacy Rule, except as authorized for management, administrative or legal responsibilities of the Business Associate.

Vendor shall not use or further disclose PHI other than as permitted or required by the County, or as required by law without written notice to the County.

Vendor shall ensure that any agent, including any subcontractor, to which vendor provides PHI received from, or created or received by the vendor on behalf of County, shall comply with the same restrictions and conditions with respect to such information.

18. APPEALS:

Appeals must be submitted in writing within seven (7) working days after notification of proposed recommendations for award. A "Notice of Award" is not an indication of County's acceptance of an offer made in response to this RFP/RFQ. Appeals should be submitted to County of Fresno Purchasing, 4525 E. Hamilton Avenue, Fresno, California 93702-4599. Appeals should address only areas regarding RFP contradictions, procurement errors, quotation rating discrepancies, legality of procurement context, conflict of interest, and inappropriate or unfair competitive procurement grievance regarding the RFP/RFQ process.

Purchasing will provide a written response to the complainant within seven (7) working days unless the complainant is notified more time is required.

If the protesting bidder is not satisfied with the decision of Purchasing, he/she shall have the right to appeal to the Purchasing Agent/CAO within seven (7) working days after Purchasing's notification; except if, notified to appeal directly to the Board of Supervisors at the scheduled date and time.

If the protesting bidder is not satisfied with Purchasing Agent/CAO's decision, the final appeal is with the Board of Supervisors.

19. OBLIGATIONS OF CONTRACTOR:

A) CONTRACTOR shall perform as required by the ensuing contract. CONTRACTOR also warrants on behalf of itself and all subcontractors engaged for the performance of the ensuing contract that only persons

authorized to work in the United States pursuant to the Immigration Reform and Control Act of 1986 and other applicable laws shall be employed in the performance of the work hereunder.

B) CONTRACTOR shall obey all Federal, State, local and special district laws, ordinances and regulations.

20. AUDITS & RETENTION:

The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three (3) years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

21. DISCLOSURE – CRIMINAL HISTORY & CIVIL ACTIONS:

Applies to Request for Proposal (RFP); does not apply to Request for Quotation (RFQ) unless specifically stated elsewhere in the RFQ document.

In their proposal, the bidder is required to disclose if any of the following conditions apply to them, their owners, officers, corporate managers and partners (hereinafter collectively referred to as "Bidder"):

- Within the three-year period preceding the proposal, they have been convicted of, or had a civil judgment rendered against them for:
 - fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction;
 - violation of a federal or state antitrust statute;
 - embezzlement, theft, forgery, bribery, falsification, or destruction of records; or
 - false statements or receipt of stolen property

Within a three-year period preceding their proposal, they have had a public transaction (federal, state, or local) terminated for cause or default.

22. DATA SECURITY:

Individuals and/or agencies that enter into a contractual relationship with the COUNTY for the purpose of providing services must employ adequate controls and data security measures, both internally and externally to ensure and protect the confidential information and/or data provided to contractor by the COUNTY, preventing the potential loss, misappropriation or inadvertent access, viewing, use or disclosure of COUNTY data including sensitive or personal client information; abuse of COUNTY resources; and/or disruption to COUNTY operations.

Individuals and/or agencies may not connect to or use COUNTY networks/systems via personally owned mobile, wireless or handheld devices unless authorized by COUNTY for telecommuting purposes and provide a secure connection; up to date virus protection and mobile devices must have the remote wipe feature enabled. Computers or computer peripherals including mobile storage devices may not be used (COUNTY or Contractor device) or brought in for use into the COUNTY's system(s) without prior authorization from COUNTY's Chief Information Officer and/or designee(s).

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No storage of COUNTY's private, confidential or sensitive data on any hard-disk drive, portable storage device or remote storage installation unless encrypted according to advance encryption standards (AES of 128 bit or higher).

The COUNTY will immediately be notified of any violations, breaches or potential breaches of security related to COUNTY's confidential information, data and/or data processing equipment which stores or processes COUNTY data, internally or externally.

COUNTY shall provide oversight to Contractor's response to all incidents arising from a possible breach of security related to COUNTY's confidential client information. Contractor will be responsible to issue any notification to affected individuals as required by law or as deemed necessary by COUNTY in its sole discretion. Contractor will be responsible for all costs incurred as a result of providing the required notification.

23. PURCHASING LOCATION & HOURS:

Fresno County Purchasing is located at 4525 E. Hamilton Avenue (**second floor**), Fresno, CA 93702. Non-holiday hours of operation are Monday through Friday, 8:00 A.M. to 12:00 Noon and 1:00 P.M. to 5:00 P.M. PST; Purchasing is closed daily from 12:00 Noon to 1:00 P.M. The following holiday office closure schedule is observed:

January 1*	New Year's Day
Third Monday in January	Martin Luther King, Jr.'s Birthday
Third Monday in February	Washington - Lincoln Day
March 31*	Cesar Chavez' Birthday
Last Monday in May	Memorial Day
July 4*	Independence Day
First Monday in September	Labor Day
November 11*	Veteran's Day
Fourth Thursday in November	Thanksgiving Day
Friday following Thanksgiving	
December 25*	Christmas

* When this date falls on a Saturday, the holiday is observed the preceding Friday. If the date falls on a Sunday, the holiday is observed the following Monday.

24. FRESNO COUNTY BOARD OF SUPERVISORS ADMINISTRATIVE POLICIES:

ADMINISTRATIVE POLICY NUMBER 5

Contract Salary Limitation Fresno

County Administrative Policy No. 5 provides that in contracts with non-profit organizations that primarily serve Fresno County and professional service contracts where Fresno County is the sole client, the contractors must agree to the following contract language: "The contractor agrees to limit administrative cost to a maximum of 15% of the total program budget and to limit employee benefits to a maximum of 20% of total salaries for those employees working under this agreement during the term of the agreement. Failure to conform to this provision will be grounds for contract termination at the option of the County of Fresno." Any bidder that wishes an exemption

from this contract requirements must set forth the request for exemption, as well as a complete explanation of why the exemption should be granted, in the bidder's response to the RFP. Only the Board of Supervisors can approve such exemption.

Policy Statement: Contractors shall be limited to a maximum 15% administrative cost as compared to the total program budget and employee benefits shall be limited to a maximum of 20% of salaries.

The following language will be included in each applicable contract:

"The contractor agrees to limit administrative cost to a maximum of 15% of the total program budget and to limit employee benefits to a maximum of 20% of total salaries for those employees working under this agreement during the term of this agreement. Failure to conform to this provision will be grounds for contract termination at the option of the County of Fresno."

The above provision shall be applied to renewal or multi-year contracts with non-profit organizations which primarily serve Fresno County and professional services contracts where

Fresno County is the sole client, such as:

- Community based organization service contracts related to social services, health services, or probation services.
- Cultural art program contracts.
- Professional services contracts.

This policy will not apply to contracts between the County and the Federal or State governments; or one-time contracts. The Board of Supervisors will consider exemptions to this policy only upon the recommendation of the County Administrative Office.

Management Responsibility: It shall be the responsibility of any County official authorized by the Board of Supervisors to execute contracts or enter into agreements on behalf of the County to review all applicable contracts to insure that this policy is fully enforced.

It shall be the responsibility of the County Administrative Officer to review requests for exemptions to this policy and to make recommendations to the Board of Supervisors on such requests for exemption.

ADMINISTRATIVE POLICY NUMBER 34

Competitive Bids and Requests for Proposals

Fresno County Administrative Policy No. 34 provides that no person, firm or subsidiary thereof who has been awarded a consulting services contract by the County, may submit a bid for, or be awarded a contract for, the provision of services, procurement of goods or supplies, or any other related action which is required, suggested, or otherwise deemed appropriate in the end product of the consulting services contract. Any bidder that wishes an exemption from this contract limitation must set forth the request for exemption, as well as a complete explanation of why the exemption should be granted, in the bidder's response to the RFP. Only the Board of Supervisors, on a four-fifths (4/5) vote finding that such waiver is in the best interests of the County, can waive this policy.

Definitions: Purchasing Authority and Responsibility – In accordance with the State of California Government Code Section 25500 et seq., and the Fresno County Ordinance Code Chapter 2.56, the Board of Supervisors has established a County Purchasing Agent. The Board has designated the County Administrative Officer as the Purchasing Agent. Unless otherwise restricted, all necessary authority and responsibility has been delegated to the Purchasing Agent to satisfy the acquisition requirements of the County.

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The Purchasing Agent may defer day-to-day acquisition management to the Purchasing Manager as appropriate.

Policy Statement: Competitive bids or requests for proposals shall be secured for all contracts for goods or services which are proposed to be acquired by the County except when in unusual or extraordinary circumstances, a department head, requests an exception to competitive bidding. All such requests must be documented by the department head including a detailed description of the facts justifying the exception. The request must receive concurrence of the procurement authority who will sign that particular contract i.e. the Board of Supervisors or Purchasing Agent/Purchasing Manager. The following circumstances are examples which constitute "Suspension of Competition":

- In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
- When the contract is with a federal, state, or local governmental agency.
- When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$1,000 whichever is more.
- When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
- When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
- When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.

Contracts for services should not usually cover a period of more than one year although a longer period may be approved in unusual circumstances. Multiple year contracts must include provisions for early termination and must be contingent on available funding. Unless exempted as provided for above, no contract for service shall extend, either by original contract or by extension, beyond three years unless competitive bids have been sought or a Request for Proposal has been processed.

During any competitive bidding procedure, all bids shall be opened publicly and the dollar amount of each bid shall be read aloud. Under no circumstance shall a bid which is received at the designated place of opening after the closing time be opened or considered.

Contracts for goods or services shall not be effective until approved by the Board of Supervisors or, if appropriate, the Purchasing Agent/Purchasing Manager. Contractors and vendors shall be advised by the responsible department head that performance under the contract may not commence prior to such approval.

Medical Professional Contracts

The competitive recruitment process, annual performance evaluation, and periodic salary surveys are equivalent to competitive bids for independent physicians contracting with the County on a fee for service basis.

A salary survey for physician services shall be conducted every two years.

Contracts for physician services shall not extend, either by original contract or by extension, beyond five years unless competitive bids have been sought or unless exempted as provided above.

Contracts for Legal Services

The competitive recruitment process, annual performance evaluation, and periodic salary surveys are equivalent to competitive bids for independent law firms and attorneys contracting with the County on a fee for service basis.

A salary survey for legal services shall be conducted every two years.

The selection of and contracting with firms to provide legal services shall be coordinated through the County Counsel's Office. The County Counsel shall assist in securing a law firm with the requisite legal expertise and price structure that would provide the best service to the County. County Counsel shall be involved throughout the process of selecting a firm, developing a contract, and monitoring the billing and services provided throughout the contract period.

Prohibited Bids Concerning End Product of Consulting Contracts

No person, firm, or subsidiary thereof who has been awarded a consulting services contract by the County, shall be awarded a contract for the provision of services, procurement of goods or supplies, or any other related action which is required, suggested, or otherwise deemed appropriate in the end product of the consulting services contract. This policy may be waived by the Board of Supervisors on a four-fifths (4/5) vote finding that such waiver is in the best interests of the County.

Management Responsibility: The County Administrative Officer is responsible for preparing and issuing written procedures to assure compliance with this policy by all County officials and departments.

ADMINISTRATIVE POLICY NUMBER 71

Prohibiting the Use of Public Funds for Political Advocacy

Fresno County Administrative Policy No. 71 provides that no County assets, including money, shall be used for political campaigns of any type. Political campaigns are defined as political advocacy for or opposition to a matter or person that has qualified for the ballot. No contract entered into by the County shall provide for use of County monies for political campaigns.

Policy Statement: Government assets, including money, grant funds, paid staff time, equipment and supplies, facilities or any other government asset shall not be used for political campaigns of any type. Political campaigns are defined as political advocacy for or opposition to a matter or person that has qualified for the ballot.

Management Responsibility: Department Heads shall be held responsible for ensuring that government assets within their control are not used to advocate for or against any matter or person that has qualified for the ballot.

This section does not prohibit the expenditure of government assets to create and provide informational or educational materials regarding a matter that has qualified for the ballot. Such information or educational materials shall provide a fair, accurate and impartial presentation of relevant information relating to the matter that has qualified for the ballot. However, government assets shall not be expended to create and provide such informational or educational materials in the 90 days prior to the election unless specifically authorized by the Board of Supervisors or required by the Public Records Act or other law.

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KEY DATES

RFQ Issue Date:	October 20, 2015
Vendor Conference: <i>Vendors are to contact Bryan Hernandez at (559) 600-7110 if planning to attend vendor conference.</i>	October 29, 2015 at 10:00 A.M. County of Fresno Purchasing 4525 E. Hamilton Avenue, 2 nd Floor Fresno, CA 93702
Deadline for Written Requests for Interpretations or Corrections of RFQ:	November 9, 2015 at 10:00 A.M. E-Mail: CountyPurchasing@co.fresno.ca.us
RFQ Closing Date:	November 20, 2015 at 2:00 P.M. County of Fresno Purchasing 4525 E. Hamilton Avenue, 2 nd Floor Fresno, CA 93702

BIDDING INSTRUCTIONS

The County of Fresno is soliciting bids to establish an agreement under which the successful bidder will provide, fuel site repairs, maintenance, testing and tank monitoring upgrades. The County operates 18 vehicle fueling sites and 8 building maintenance generator tanks, collectively referred to as Fuel Sites. Fuel storage tanks contain either gasoline or diesel.

This intent of this Request for Quotation is to competitively bid the following:

1. Fuel Site Maintenance & Repairs– The general preventative maintenance of the fuel sites including routine maintenance functions which reduce the possibility of unforeseen repairs. Scheduled and un-scheduled repairs to a fuel site to make the site operational for its intended function.
2. Fuel Site Testing – Compliance Testing which includes Annual Testing, Underground Storage Tank Testing and SB989 Testing. Applicable testing to be performed per the established permits.
3. UST Designated Operator (as needed) – Monthly UST inspections for 9 County of Fresno sites. Plus, weekly and monthly APCD inspections.

LOCAL VENDOR PREFERENCE AND DISABLED VETERAN BUSINESS ENTERPRISE BID

PREFERENCE: The Local Vendor Preference and Disabled Veteran Business Enterprise Preference **do not** apply to this Request for Quotation.

DEFINITIONS: The terms Bidder, Proposer, Contractor and Vendor are all used interchangeably and refer to that person, partnership, corporation, organization, agency, etc. which is offering the quotation and is identified on page one of this Request For Quotation (RFQ).

ISSUING AGENT: This RFQ has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFQ, its content, and all issues concerning it.

INTERPRETATION OF RFQ: Vendors must make careful examination of the requirements, specifications and conditions expressed in the RFQ and fully inform themselves as to the quality and character of services required. If any person planning to submit a quotation finds discrepancies in or omissions from the RFQ or has any doubt as to the true meaning or interpretation, correction thereof may be requested in writing from Purchasing by November 9, 2015, 10:00 A.M., cut-off.

Questions shall be delivered to County of Fresno Purchasing, 4525 E. Hamilton Avenue, Fresno, California 93702 or E-Mail: CountyPurchasing@co.fresno.ca.us.

NOTE: Time constraints will prevent County from responding to questions submitted after the cut-off date.

Any change in the Request for Quotation will be made by written addendum issued by the County. The County will not be responsible for any other explanations or interpretations.

AWARD: Award will be made to the vendor(s) offering the services, products, prices, delivery, equipment and system deemed to be to the best advantage of the County. The County shall be the sole judge in making such determination. Award Notices are tentative: Acceptance of an offer made in response to this RFQ shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.

RIGHT TO REJECT BIDS: The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids.

AUTHORIZED CONTACT: All communication regarding this RFQ shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFQ is identified on the cover page, along with his or her telephone number, and he or she should be the primary point of contact for discussions or information pertaining to the RFQ. Contact with any other County representative, including elected

officials, for the purpose of discussing this RFQ, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFQ, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

VENDOR CONFERENCE: On October 29, 2015 at 10:00 A.M., a vendor's conference will be held in which the scope of the project and quotation requirements will be explained. The meeting will be held at the office of County of Fresno Purchasing, 4525 E. Hamilton (between Cedar and Maple), 2nd Floor, Fresno, California. Minutes will be prepared and distributed to all bidders only if necessary to clarify substantive items raised during the bidders' conference.

Bidders are to contact Bryan Hernandez at County of Fresno Purchasing, (559) 600-7110, if they are planning to attend the conference.

NOTICE TO PROCEED: Following execution of the agreement by both parties (County and Contractor), the County will issue a written Notice to Proceed for the project specified herein. The completion period as defined below, shall commence upon the date that the Notice to Proceed is delivered to the Contractor.

CODES AND REGULATIONS: All work and material to conform to all applicable state and local building and other codes and regulations.

NUMBER OF COPIES: Submit **one (1) original and two (2) copies** of your quotation no later than the quotation closing date and time as stated on the front of this document to County of Fresno Purchasing. Each copy to be identical to the original, include all supporting documentation (e.g. literature, brochures, reports, schedules etc.). The cover page of each quotation is to be appropriately marked "Original" or "Copy".

FIRM QUOTATION: All quotations shall remain firm for at least one hundred eighty (180) days.

TAXES: The quoted amount must include all applicable taxes. If taxes are not specifically identified in the quotation it will be assumed that they are included in the total quoted.

SALES TAX: Fresno County pays California State Sales Tax in the amount of 8.225% regardless of vendor's place of doing business.

TAXES, PERMITS & FEES: The successful bidder shall pay for and include all federal, state and local taxes direct or indirect upon all materials; pay all fees for, and obtain all necessary permits and licenses, unless otherwise specified herein.

SPECIFICATIONS AND EQUALS: Brand names, where used, are a means of establishing quality and style. Bidders are invited to quote their equals. Alternate offers are to be supported by literature, which fully describes items that you are bidding.

No exceptions to or deviations from this specification will be considered unless each exception or deviation is specifically stated by the bidder, in the designated places. If no exceptions or deviations are shown, the bidder will be required to furnish items exactly as specified herein. The burden of proof of compliance with this specification is the responsibility of the bidder.

LITERATURE: Bidders shall submit literature, which fully describes items on which they are bidding, not later than the closing date of this bid. Any and all literature submitted must be stamped with bidders name and address.

MERCHANDISE RETURNABLE FOR FULL CREDIT: Bidder agrees to accept for full credit any merchandise sold by him on contract or award resulting from this bid, if returned in good condition by the County.

GUARANTEE AGAINST DEFECTS: All items are to carry a full guarantee against defects in materials and workmanship and guarantee against breakage and other malfunctions when performing work for which they are designed.

PACKAGING: Each item listed in the bid gives as part of its description the minimum packaging size that the County would order. The County feels it more reasonable to order the successful bidder's standard "carton" sizes; therefore, each bidder is asked to fill in the information for each item. Normally the circumstances resort to minimum package size orders. Be sure to fill in your "standard" carton size on the quotation schedule if different from stated.

Quote separate prices on each individual item in County unit of measure (i.e., EA, DZ, PG, not your standard carton price).

SAMPLES: On request, samples of the products on which you are bidding shall be made available to the County. County will designate where samples are to be delivered.

Successful bidder's samples may be retained for checking against delivery, in which case allowance will be made to vendor.

VENDOR ASSISTANCE: Successful bidder shall furnish, at no cost to the County, a representative to assist County departments in determining their product requirements.

MINOR DEVIATIONS: The County reserves the right to negotiate minor deviations from the prescribed terms, conditions and requirements with the selected vendor.

QUOTATION REJECTION: Failure to respond to all questions or not to supply the requested information could result in rejection of your quotation.

BIDDERS' LIABILITIES: County of Fresno will not be held liable for any cost incurred by vendors in responding to the RFQ.

PRICE RESPONSIBILITY: The selected vendor will be required to assume full responsibility for all services and activities offered in the quotation, whether or not they are provided directly. Further, the County of Fresno will consider the selected vendor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The contractor may not subcontract or transfer the contract, or any right or obligation arising out of the contract, without first having obtained the express written consent of the County.

PRICES: Bidder agrees that prices quoted are a maximum for the contract period, and in the event of a price decline such lower prices shall be extended to the County of Fresno. Prices shall be quoted F.O.B. destination

GUARANTEED DELIVERY: Bidder will be considered in award of bid only if they can guarantee delivery. Enter guaranteed delivery on this line (i.e. number of days from receipt of order to delivery):

By:

(Authorized Signature in Blue Ink)

CONFIDENTIALITY: Bidders shall not disclose information about the County's business or business practices and safeguard confidential data which vendor staff may have access to in the course of system implementation.

NEWS RELEASE: Vendors shall not issue any news releases or otherwise release information to any third party about this RFQ or the vendor's quotation without prior written approval from the County of Fresno.

BACKGROUND REVIEW: The County reserves the right to conduct a background inquiry of each proposer/bidder which may include collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a quotation/bid to the County, the vendor consents to such an inquiry and agrees to make available to the County such books and records the County deems necessary to conduct the inquiry.

EXCEPTIONS: Identify with explanation, any terms, conditions, specifications or stipulations of the RFQ with which you CAN NOT or WILL NOT comply.

ADDENDA: In the event that it becomes necessary to revise any part of this RFQ, addenda will be provided to all agencies and organizations that receive the basic RFQ.

SUBCONTRACTORS: If a subcontractor is proposed, complete identification of the subcontractor and his tasks shall be provided. The primary contractor is not relieved of any responsibility by virtue of using a subcontractor.

CONFLICT OF INTEREST: The County shall not contract with, and shall reject any bid or quotation submitted by the persons or entities specified below, unless the Board of Supervisors finds that special circumstances exist which justify the approval of such contract:

1. Employees of the County or public agencies for which the Board of Supervisors is the governing body.
2. Profit-making firms or businesses in which employees described in Subsection (1) serve as officers, principals, partners or major shareholders.
3. Persons who, within the immediately preceding twelve (12) months, came within the provisions of Subsection (1), and who were employees in positions of substantial responsibility in the area of service to be performed by the contract, or participated in any way in developing the contract or its service specifications.
4. Profit-making firms or businesses in which the former employees described in Subsection (3) serve as officers, principals, partners or major shareholders.
5. No County employee whose position in the County enables him to influence the selection of a contractor for this RFQ, or any competing RFQ, and no spouse or economic dependent of such employee, shall be employees in any capacity by a bidder, or have any other direct or indirect financial interest in the selection of a contractor.

INVOICING: All invoices are to be delivered in duplicate to the ordering department. Each invoice shall reference the purchase order or contract no. The contractor shall obtain the "invoice to" address when receiving the order.

PAYMENT: Upon satisfactory completion of work, specified herein and approval by the County, payment will be made in full. Terms of payment will be net forty-five (45) days. County will consider the Bidder's Cash discount Offer, as previously stated under the General Terms and Conditions in lieu of the net forty-five (45) days payment terms.

CONTRACT TERM: It is County's intent to contract with the successful bidder for a term of three (3) years.

RENEWAL: Agreement may be renewed for a potential of two (2) one (1) year periods, based on the mutual written consent of all parties.

QUANTITIES: Quantities shown in the bid schedule are approximate and the County guarantees no minimum amount. The County reserves the right to increase or decrease quantities.

ORDERING: Orders will be placed as required by County of Fresno Fleet Division.

TERMINATION: The County reserves the right to terminate any resulting contract upon written notice.

INDEPENDENT CONTRACTOR: In performance of the work, duties, and obligations assumed by Contractor under any ensuing Agreement, it is mutually understood and agreed that CONTRACTOR, including any and all of Contractor's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venturer, partner, or associate of the COUNTY. Furthermore, County shall have no right to control or supervise or direct the manner or method by which Contractor shall perform its work and function. However, County shall retain the right to administer this Agreement so as to verify that Contractor is performing its obligations in accordance with the terms and conditions thereof. Contractor and County shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

Because of its status as an independent contractor, Contractor shall have absolutely no right to employment rights and benefits available to County employees. Contractor shall be solely liable and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In addition, Contractor shall be solely responsible and save County harmless from all matters relating to payment of Contractor's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that during the term of the Agreement, Contractor may be providing services to others unrelated to the County or to the Agreement.

SELF-DEALING TRANSACTION DISCLOSURE: Contractor agrees that when operating as a corporation (a for-profit or non-profit corporation), or if during the term of the agreement the Contractor changes its status to operate as a corporation, members of the Contractor's Board of Directors shall disclose any self-dealing transactions that they are a party to while Contractor is providing goods or performing services under the agreement with the County. A self-dealing transaction shall mean a transaction to which the Contractor is a party and in which one or more of its directors has a material financial interest. Members of the Board of Directors shall disclose any self-dealing transactions that they are a party to by completing and signing a Fresno County Self-Dealing Transaction Disclosure Form and submitting it to the County prior to commencing with the self-dealing transaction or immediately thereafter.

HOLD HARMLESS CLAUSE: Contractor agrees to indemnify, save, hold harmless and at County's request, defend the County, its officers, agents and employees, from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to County in connection with the performance, or failure to perform, by Contractor, its officers, agents or employees under this Agreement and from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to any person, firm or corporation who may be injured or damaged by the performance, or failure to perform, of Contractor, its officers, agents or employees under this Agreement.

MATERIALS TO BE NEW: All materials shall be new and of merchantable grade, free from defect. No bid will be considered unless it is accompanied by a complete list of manufacturer's catalog numbers of the items, which the bidder proposes to furnish, together with full descriptive literature on all items so enumerated. If item proposed differs from these specifications, bidder shall present specific explanation of functioning and structural characteristics for those details which differ from the specifications listed herein.

DAMAGE TO EXISTING WORK: Damage to existing construction, equipment, planting, etc., by the contractor in the performance of his work shall be replaced or repaired and restored to original condition by the contractor.

CLEAN UP: The Contractor shall at all times, keep the premises clean from accumulation of waste materials or rubbish caused by his employees or work and shall remove all resulting work debris from the job site.

WATER, POWER & TOILET FACILITIES: Successful bidder may use County owned water, power and toilet facilities at job site (when existing) at no expense to the successful bidder. Successful bidder will be required, however, to provide piping, fittings and other items as necessary to bring water and power from existing service to job site.

COORDINATE WORK WITH OWNER: Successful bidder shall coordinate and schedule the work with the County so that any interruption to the normal business operations be kept to a minimum.

INSPECTION: All material and workmanship shall be subject to inspection, examination and test by the County at any and all times during which manufacture and/or construction are carried on. The County shall have the right to reject defective material and workmanship or require its correction.

SUPERVISION: The Contractor shall give efficient supervision to the work, using therein the skill and diligence for which he is remunerated in the contract price. He shall carefully inspect the site and study and compare all drawings, specifications and other instructions, as ignorance of any phase of any of the features or conditions affecting the contract will not excuse him from carrying out its provisions to its full intent.

STANDARD OF PERFORMANCE: All work shall be performed in a good and workmanlike manner.

SAFEGUARDS: The contractor shall provide safeguards, in conformity with all local codes and ordinances as may be required.

SB 854: California law (SB854) now requires public works contractors subject to prevailing wage requirements to register annually with the Department of Industrial Relations (DIR) and pay an annual fee. The County of Fresno will not accept public works bids from contractors and subcontractors who have not registered with the DIR and have not met this requirement. Please refer to <http://www.dir.ca.gov/Public-Works/PublicWorksSB854.html> for more information.

This requirement, found in Labor Code Section 1773.3, now applies to all public works projects.

PREVAILING WAGES: The work to be done on this project will involve the repair, alteration, maintenance, installation, rehabilitation, demolition, construction or reconstruction of public buildings, streets, utilities, and/or other public works. In accordance with Labor Code section 1770, et seq., the Director of the Department of Industrial Relations of the State of California has determined the general prevailing wages rates and employer payments for health and welfare pension, vacation, travel time and subsistence pay as provided for in Section 1773.1, apprenticeship or other training programs authorized by Section 3093, and similar purposes applicable to this public work project.

The prevailing wage rates for all hours worked, including holiday and overtime rates, on this project are on file with the Purchasing Department, 4525 E. Hamilton Avenue, Fresno, California 93702, and are herein incorporated by this reference. Information pertaining to applicable Prevailing Wage Rates may be found on the website for the State of California – Department of Industrial Relations: <http://www.dir.ca.gov/oprl/PWD/index.htm>. Information pertaining to applicable prevailing wage rates for apprentices may be found on the website for the State of California – Department of Industrial Relations: <http://www.dir.ca.gov/oprl/pwappwage/PWAppWageStart.asp>

It shall be mandatory upon the Contractor herein and upon any subcontractor to pay not less than the prevailing wage rates, including overtime and holiday rates, to all workers, laborers, or mechanics employed on this public work project, including those workers employed as apprentices. Further, Contractor and each subcontractor shall comply with Labor Code sections 1777.5 and 1777.6 concerning the employment of apprentices. A copy of the above-mentioned prevailing wage rates shall be posted by the Contractor at the job site where it will be available to any interested party.

Contractor shall comply with Labor Code section 1775 and forfeit as a penalty to County Two Hundred Dollars (\$200.00) for each calendar day or portion thereof, for each worker paid less than the prevailing wage rates for the work or craft in which the worker is employed for any work done under this project by Contractor or by any subcontractor under Contractor in violation of Labor Code section 1770, et seq. In addition to the penalty, the difference between the prevailing wage rates and amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Contractor or subcontractor.

Contractor and each subcontractor shall keep an accurate record showing the names, address, social security number, work classification, straight time and overtime hours worked each day and week, and the

actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with this public work project. In accordance with Labor Code section 1776, each payroll record shall be certified and verified by a written declaration under penalty of perjury stating that the information within the payroll record is true and correct and that the Contractor or subcontractor complied with the requirements of Labor Code sections 1771, 1811 and 1815 for any work performed by its employees on this public work project. These records shall be open at all reasonable hours to inspection by the County, its officers and agents, and to the representatives of the State of California – Department of Industrial Relations, including but not limited to the Division of Labor Standards Enforcement.

INSURANCE: Without limiting the COUNTY's right to obtain indemnification from CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full force and effect, the following insurance policies or a program of self-insurance, including but not limited to, an insurance pooling arrangement or Joint Powers Agreement (JPA) throughout the term of the Agreement:

A. Commercial General Liability

Commercial General Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and an annual aggregate of Two Million Dollars (\$2,000,000). This policy shall be issued on a per occurrence basis. COUNTY may require specific coverages including completed operations, products liability, contractual liability, Explosion-Collapse-Underground, fire legal liability or any other liability insurance deemed necessary because of the nature of this contract.

B. Automobile Liability

Comprehensive Automobile Liability Insurance with limits for bodily injury of not less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five Hundred Thousand Dollars (\$500,000.00) per accident and for property damages of not less than Fifty Thousand Dollars (\$50,000.00), or such coverage with a combined single limit of Five Hundred Thousand Dollars (\$500,000.00). Coverage should include owned and non-owned vehicles used in connection with this Agreement.

C. Professional Liability

If CONTRACTOR employs licensed professional staff, (e.g., Ph.D., R.N., L.C.S.W., M.F.C.C.) in providing services, Professional Liability Insurance with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate.

D. Worker's Compensation

A policy of Worker's Compensation insurance as may be required by the California Labor Code.

CONTRACTOR shall obtain endorsements to the Commercial General Liability insurance naming the County of Fresno, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned. Such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees shall be excess only and not contributing with insurance provided under CONTRACTOR's policies herein. This insurance shall not be cancelled or changed without a minimum of thirty (30) days advance written notice given to COUNTY.

Within thirty (30) days from the date CONTRACTOR executes this Agreement, CONTRACTOR shall provide certificates of insurance and endorsement as stated above for all of the foregoing policies, as required herein, to the **County of Fresno, Fleet Services, 4551 E. Hamilton Ave., Fresno, CA 93702**, stating that such insurance coverage have been obtained and are in full force; that the County of Fresno, its officers, agents and employees will not be responsible for any premiums on the policies; that such Commercial General Liability insurance names the County of Fresno, its officers, agents and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees, shall be excess only and not contributing with insurance provided under CONTRACTOR's policies herein; and that this insurance shall not be cancelled or changed without a minimum of thirty (30) days advance, written notice given to COUNTY.

In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, the COUNTY may, in addition to other remedies it may have, suspend or terminate this Agreement upon the occurrence of such event.

All policies shall be with admitted insurers licensed to do business in the State of California. Insurance purchased shall be purchased from companies possessing a current A.M. Best, Inc. rating of A FSC VII or better.

EPAYMENT OPTION: The County of Fresno provides an Epay Program which involves payment of invoices by a secure Visa account number assigned to the supplier after award of contract. Notification of payments and required invoice information are issued to the supplier's designated Accounts Receivable contact by e-mail remittance advice at time of payment. To learn more about the benefits of an Epay Program, how it works, and obtain answers to frequently asked questions, click or copy and paste the following URL into your browser: www.bankofamerica.com/epayablesvendors or call Fresno County Accounts Payable, 559-600-3609.

BIDDER TO COMPLETE:

Name of Insurance Carrier: _____

Public Liability: _____ Expires: _____

Automotive Insurance: _____ Expires: _____

Worker's Compensation: _____ Expires: _____

Proof of maintenance of adequate insurance will be required before award is made to vendor.

GUARANTEE: The bidder shall state his written guarantee here:

GUARANTEED PICK UP AND/OR DELIVERY: Bidder will be considered in award of bid only if they can guarantee. Enter guarantee on this line (i.e. number of days from receipt of order to delivery):

By: _____
(Authorized Signature in Blue Ink)

WARRANTY AND SERVICE LOCATION:

State the warranty and/or guarantee provisions applicable to this equipment or attach warranty form with your bid.

State specific location, where service and/or maintenance can be obtained. Failure to furnish this information will be cause for rejection of bid.

ADDITIONAL ITEMS:

The County may require additional items from those in bid schedule.

Price list for additional items:

A [] percent discount from manufacturer's enclosed price list will be allowed on purchases of all additional items.

State name of price list, indicate applicable price column and give effective date of price list here:

Prices on additional items will be based on successful bidder's firm discount prices from manufacturer's enclosed published price list.

Prices on additional items will be based on successful bidder's firm discount prices from manufacturer's current published price list. Successful bidder will be required to file any new price list that may become effective during the life of the contract with the County of Fresno Purchasing Manager within thirty (30) days of its becoming effective.

State Purchase Order mailing address:

MINIMUM ORDER: Bidder to state minimum order quantities and charges for less than minimum order quantity (if not stated it will be assumed there are none).

SUBCONTRACTORS:

List all subcontractors that would perform work in excess of one/half of one percent of the total amount of your bid, and state general type of work such subcontractor would be performing:

BONDS:

PERFORMANCE BOND: The successful bidders may be required to furnish a faithful performance bond.

BONDS: The successful bidder will be required to furnish a Faithful Performance Bond and a Labor and Materials Bond in an amount equal to one hundred percent (100%) of the contract price.

BONDING COMPANY: The company issuing bonds shall be a corporate surety admitted by the California Insurance Commissioner to do business in the State of California with an A.M Best rating of B++ VIII or better.

COORDINATION AND COMPLETION: The successful bidder shall contact and meet with the County Coordinator at the job site prior to commencement and completion of any work.

Successful bidder shall complete the job as instructed and described in writing by the contract, bid or amendment. Any problem or questions that arise in the scope of work, the County must be contacted and the appropriate written amendment generated.

GUARANTEE: The successful bidder shall fully guarantee all aspects of the project for the minimum period of one (1) year. Such one (1) year period shall commence upon the date of final acceptance by County. The guarantee shall include but in no way be limited to workmanship, equipment and materials.

DISPUTE RESOLUTION: The ensuing contract shall be governed by the laws of the state of California. Any claim which cannot be amicably settled without court action will be litigated in the U.S. District Court for the Eastern District of California in Fresno, CA or in a state court for Fresno County.

DEFAULT: In case of default by the selected bidder, the County may procure the services from another source and may recover the loss occasioned thereby from any unpaid balance due the selected bidder, or by any other legal means available to the County.

ASSIGNMENTS: The ensuing proposed contract will provide that the vendor may not assign any payment or portions of payments without prior written consent of the County of Fresno.

ASSURANCES: Any contract awarded under this RFQ must be carried out in full compliance with the Civil Rights Act of 1964, the Americans With Disabilities Act of 1990, their subsequent amendments, and any and all other laws protecting the rights of individuals and agencies. The County of Fresno has a zero tolerance for discrimination, implied or expressed, and wants to ensure that policy continues under this RFQ. The contractor must also guarantee that services, or workmanship, provided will be performed in compliance with all applicable local, state, or federal laws and regulations pertinent to the types of services, or project, of the nature required under this RFQ. In addition, the contractor may be required to provide evidence substantiating that their employees have the necessary skills and training to perform the required services or work.

AUDITS AND RETENTION: The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

BIDDER TO COMPLETE THE FOLLOWING:**PARTICIPATION**

The County of Fresno is a member of the Central Valley Purchasing Group. This group consists of Fresno, Kern, Kings, and Tulare Counties and all governmental, tax supported agencies within these counties.

Whenever possible, these and other tax supported agencies co-op (piggyback) on contracts put in place by one of the other agencies.

Any agency choosing to avail itself of this opportunity, will make purchases in their own name, make payment directly to the contractor, be liable to the contractor and vice versa, per the terms of the original contract, all the while holding the County of Fresno harmless. If awarded this contract, please indicate whether you would extend the same terms and conditions to all tax supported agencies within this group as you are proposing to extend to Fresno County.

☐

Yes, we will extend contract terms and conditions to all qualified agencies within the Central Valley Purchasing Group and other tax supported agencies.

☐

No, we will not extend contract terms to any agency other than the County of Fresno.

(Authorized Signature in Blue Ink)

Title

VENDOR MUST COMPLETE AND RETURN WITH REQUEST FOR QUOTATION.

Firm: _____

REFERENCE LIST

Provide a list of at least five (5) customers for whom you have recently provided similar products/services. Be sure to include all requested information.

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Failure to provide a list of at least five (5) customers may be cause for rejection of this RFQ.

SCOPE OF WORK

The County of Fresno on behalf of the Department of Internal Services, Fleet Services division is requesting proposals from qualified vendors to provide fuel site repairs, maintenance, testing and tank monitoring upgrades. The County operates 18 vehicle fueling sites and 8 building maintenance generator tanks, collectively referred to as Fuel Sites. Fuel storage tanks contain either gasoline or diesel.

The County will enter into three separate awards per the terms of this Request for Quotation. The first award will be in those group titled "Fuel Site Repairs and Maintenance", the second group titled "Compliance Testing", the third Agreement will be in the group titled, "Designated UST Operator". Vendors have the opportunity to participate in either group or in both groups.

Award: Award will be made to the bidder(s) whose service, price, and delivery are most advantageous to the County. Award will be made to the vendor(s) in each group which is deemed in the best advantage of the County. The County reserves the right to award on the entire package (group 1, group 2 and group 3) or on a per group basis. The County will be the sole judge in making this determination.

Group 1 - Fuel Site Repair and Maintenance

1. Vendor must have the necessary inventory, equipment and tooling to perform, diagnose and repair the services requested. (See Group 1 examples)
2. Vendor must be ICC certified in Phase I and Phase II vapor recovery installation, repairs and testing.
3. Tester must be ICC certified for Monitor Certifications.
4. Technician performing repairs should be manufacturer certified on equipment being repaired.
5. Technician working on Veeder Root Monitor shall have Veeder Root Certification for installation and repairs.
6. Vendor must have certified EJ Ward and AssetWorks technician available for diagnosis and repairs.

Group 2 - Compliance Testing

Above Ground Tanks:

1. Perform annual Static Leak Test "Determination of Static Pressure Performance of Vapor Recovery System" in accordance with the Executive order specified in the permit for Phase 1 Vapor Recovery. Also be able to perform a TP-201..6C test for Phase II vapor recovery system for all sites with a Liquid Removal Device.

Underground Storage tanks:

1. Perform annual Monitor Certification in which the Veeder Root Monitor and all sensors and leak detection devices are certification.
2. Perform all annual and biannual APCD testing according to each sites executive order.
3. Perform SB-989 testing on all UST sites every 3 years.

Group 3 - California Designated UST Operator and Weekly and Monthly APCD Inspections

Vendor must have a person currently certified to serve as a "Designated UST Operator" for the County of Fresno to perform monthly mandated inspections according to California Code of Regulations Title 23, Division 3, Chapter 16 section 2715. A current copy of the ICC certification must be presented to the County of Fresno for verification. The County of Fresno must be notified of any change in personnel performing these inspections.

Vendor will also be required to assign a person or persons to perform weekly and monthly mandated APCD inspections (depending on site and throughput) at 18 County of Fresno sites that have unleaded fuel at the locations. Vendor will be responsible to make sure that each inspection form be site appropriate. A copy of the inspection report must be left on each site at all times. All deficiencies will be reported to a designated County of Fresno employee.

Designated UST Operator

1. Make sure monitoring system is powered on and operating properly.
2. Monitor is currently not showing any warnings.
3. Alarm history report is printed off and attached to inspection sheet.
4. Each alarm has been properly responded to.
5. Sensors in sumps have not alarmed in past month.
6. Check spill containments to make sure they are clean and dry.
7. Inspect under dispenser containments for cleanliness.
8. Log and date latest Monitor Certification and SB-989 testing.
9. Inform County of Fresno of any inspection deficiencies.

Weekly and Monthly AST Inspections

1. Check PV valves for shadows.
2. Check spill containers for cleanliness.
3. Make sure fill adaptors on tight and swivel properly.
4. Make sure fill cap is on tight.
5. Make sure Vapor adaptor is on tight and swivels properly.
6. Make sure Vapor cap is on tight and gasket is present.
7. Check for tears or splits in fuel hoses.
8. Check to make sure hose has 10" loop unless installed with liquid removal device.
9. Check hose retractor for proper operation (not hanging down).
10. Check nozzle interlock, make sure handle will not engage until bellow is compressed.
11. Check bellows and faceplates on nozzles for any damage.
12. Make sure nozzle spout is not loose or bent.
13. Remove excess gasoline from hose vapor paths.

Weekly Inspection Sites

1. Make sure PV valves are present (check for shadows).
2. Make sure spill containers are clean and dry.
3. Make sure fill adaptors are tight on risers and swivel properly.
4. Make sure vapor adaptor is tight on riser and swivels properly.
5. Check vapor cap has gasket.
6. Check for Healy 900 nozzle.
7. Make sure hold open latch is in good repair.
8. Make sure bellows and face plates are present and in good repair.
9. Check clean air separator to make sure ball valves are in proper position.
10. Check VP 1000 pump for normal operation.

QUOTATION SCHEDULE

Group 1

Group 1 will compose of Fuel Site Repairs, Maintenance and associated parts.

Time of Completion: Service is of the essence. The generally accepted time of completion is 24 hours from the time of notification. In the space below indicate your time of service response.

Service Response Time: _____ (firm name) will accept / reject the service request within _____ minutes of initial notification. Upon acceptance of the service request, the vendor will provide an estimated time when a technician will be arriving at the job site. The County will provide as much detail as possible regarding the service need.

Signature of Authorized Representative: _____

Hourly Labor Rates:

Bidders shall indicate in the space below their hourly rate for repairs and maintenance. Hourly rate is defined as that rate of compensation when working at the County Fuel Site by a Journey Level Technician. It does not include travel time or expenses. The hourly rates will be used to determine all future unidentified service and maintenance needs.

Normal Business Hours – Hourly Rate:

(6 A.M. – 7 P.M Monday through Friday, excluding Holidays)

After Hours Rate:

7 P.M. – 6 A.M. Monday through Friday, excluding Holidays)

Holiday Hourly Rate:

(The 24 hour period beginning at twelve midnight on the Holiday Date (s)

Parts:

The vendor shall have a have a full inventory of routine replacement parts. All parts required for routine service calls, such as; pumps, hoses, nozzles, filters, dispenser parts, etc., shall be expected to be in stock and on the service truck that is dispatched to the repair location. No additional travel charges shall be billed to the County for routine parts that are not in the vendor's possession at the time of the original service call.

_____ Comply _____ Not Comply

If Not Comply, Explain:

Parts Pricing: The successful bidder shall provide all parts requested for the service. Such parts must be new and equivalent to original equipment manufacturer in quality.

_____ Comply _____ Not Comply

If Not Comply, Explain:

Bidders are instructed to propose a method for determining County's cost for parts which may be needed over the term of the contract. The costing method should be in the form of a mark up or discount from a published price list.

The bidder's proposed costing method should include the following"

- a. A list of primary brands.
- b. Identify all pricing lists to be used. Indicate the Brand Name, Price Sheet Name, Number and Date.
- c. A copy of each price sheet.
- d. Method of determining County cost from each sheet.
- e. Period for which the proposal pricing will be firm.

The bidder's parts pricing proposal is to be submitted with their quotation under a separate section identified as "Parts Pricing Proposal."

Travel:

Travel Charges are defined as that time/expense associated with the travel to the requested County fuel site location. A travel charge section is included with Group 1. The vendor shall furnish a set charge to each location. Do not include travel, mileage, or other charges separately. The County is requesting a **set or firm travel charge**.

Travel Charges will be for Group 1 exclusively. Groups 2 and 3 are firm pricing and do not require Travel Charges.

TRAVEL CHARGES
FUEL SITE REPAIRS AND MAINTENANCE
GROUP 1 EXCLUSIVELY

- | | |
|---|-------------------|
| 1. American Avenue Disposal Site
18950 West American Avenue
Kerman | \$ _____ |
| 2. Auberry Public Works Yard
33148 Auberry Road
Auberry | \$ _____ |
| 3. Avocado Lake Park
3625 N. Piedra Road
Fresno | \$ _____ |
| 4. Barton Motor Pool
500 South Barton Avenue
Fresno | \$ _____ |
| 5. Biola Public Works Yard
12856 West "G" Street
Biola | \$ _____ |
| 6. Caruthers Public Works Yard
2544 West Mountain View Avenue
Caruthers | \$ _____ |
| 7. Clovis Public Works Yard
9400 North Matus
Fresno | \$ _____ |
| 8. Coalinga Public Works Yard
740 East Polk Avenue
Coalinga | \$ _____ |
| 9. Courthouse Motor Pool
1155 "M" Street
Fresno | \$ _____ |
| 10. Del Rey Public Works Yard
3633 South Del Rey
Del Rey | \$ _____ |
| 11. Dunlap Public Works Yard
40315 Dunlap Road
Dunlap | \$ _____ |
| 12. Firebaugh Public Works Yard
38835 West Ness Road
Firebaugh | \$ _____
_____ |
| 13. Hamilton – Fleet Complex
4551 East Hamilton Avenue
Fresno | \$ _____ |

14. Kearney Park 3725 West Kearney Blvd. Fresno	\$ _____
15. Sanger Public Works Yard 9525 East Olive Avenue Sanger	\$ _____
16. Shaver Lake Public Works Yard 41687 Dinkey Creek Road Shaver Lake	\$ _____
17. Tranquility Public Works Yard 25411 West Silveria Street Tranquility	\$ _____
18. Caruthers Boot Camp 500 East Elkhorn Caruthers	\$ _____
19. Computer Services 1020 South Tenth Street Fresno	\$ _____
20. Fulton Mall Health Dept. 1221 Fulton Mall Fresno	\$ _____
21. JJC 3333 E. American Ave. Fresno	\$ _____
22. Main Jail 1225 "M" Street Fresno	\$ _____
Total all Travel Charges:	\$ _____

FUEL SITE MAINTENANCE AND REPAIRS (POTENTIAL SERVICES)

The scheduling of this work has not been determined. These are hypothetical services, which may be needed. The projects described below will include the travel charges provided within this section.

Job 1.	Location	American Avenue Disposal 18950 West American Avenue Kerman	
	Service	Diesel Nozzle not working Replace Diesel Nozzle	
	Parts	OPW 1290	
	Quotation	Travel Charges	\$ _____
		Labor Charges	\$ _____
		Parts Charges	\$ _____
		Job Total	\$ _____
Job 2.	Location	Barton Motor Pool 500 South Barton Ave. Fresno	
	Service	Drive Off-Gasoline Dispenser Replace Hose and Breakaway Test for Operation	
	Parts	Healy Nozzle 900-02G3FS Healy Breakaway	
	Quotation	Travel Charges	\$ _____
		Labor Charges	\$ _____
		Parts Charges	\$ _____
		Job Total	\$ _____
Job 3.	Location	Del Rey Public Works Yard 3633 S. Del Rey Del Rey	
	Service	Totalizer not working Replace Totalizer	
	Parts	633-066 Totalizer	
	Quotation	Travel Charges	\$ _____
		Labor Charges	\$ _____
		Parts Charges	\$ _____
		Job Total	\$ _____

Job 4.	Location	Caruthers Public Works Yard 2544 W. Mountain View Caruthers	
	Service	Diesel Down. Replace Turbine Motor.	
	Parts	Red Jacket 1.5 hp Motor Red Jacket 25.0 Capacitor	
	Quotation	Travel Charges	\$ _____
		Labor Charges	\$ _____
		Parts Charges	\$ _____
		Job Total	\$ _____

COMPLIANCE TESTING
GROUP 2

Compliance Testing per Title 23, Division 3, Chapter 16, California Code of Regulations and Chapter 6.7 Health and Safety Code for Underground Storage Tank Regulations. All Line Leak Detectors tested per compliance regulations. All San Joaquin Valley Unified Air Pollution Control District compliance testing rules for vapors.

All compliance testing including San Joaquin Valley Air Pollution Control District vapor testing, California Underground Storage Tank Regulation testing shall be pre-tested prior to compliance and certification testing.

In the event of a failure during a pre-test, the contractor will make necessary repairs at the rates stated for repairs and maintenance per this Request for Quotation.

Compliance Testing charges shall be all inclusive – NO Travel Charges.

Cost of all Compliance Testing shall be a firm price.

Vendor shall be held responsible for scheduling and completing all mandatory testing within the compliance period. The Vendor shall also be held financially responsible for any violations resulting from a test not being performed on time.

COST OF APPLICABLE COMPLIANCE TESTING

Bid a firm price – do not include any travel time.

	<u>APCD Testing</u>	<u>UGST Testing</u>	<u>SB 989</u>
1. American Avenue Disposal 18950 West American Avenue Kerman			
Single aboveground tank			
9,000 gallon diesel			
5,000 gallon gasoline	\$ _____		
2. Auberry Public Works Yard 33148 Auberry Road Auberry			
Single aboveground tank			
6,000 gallon diesel			
9,000 gallon gasoline	\$ _____		
3. Avocado Lake Park 3625 N. Piedra Road Fresno			
Single aboveground tank			
500 gallon diesel			
1,000 gallon gasoline	\$ _____		
4. Barton Motor Pool 500 South Barton Ave. Fresno			
Single underground tank			
12,000 gallon gasoline	\$ _____	\$ _____	\$ _____
5. Biola Public Works Yard 12856 West "G" Street Biola			
Single aboveground tank			
10,000 gallon diesel			
10,000 gallon gasoline	\$ _____		

	<u>APCD</u> <u>Testing</u>	<u>UGST</u> <u>Testing</u>	<u>SB 989</u>
6. Caruthers Public Works Yard 2544 W. Mountain View Caruthers			
Two underground tanks			
1 – 10,000 gallon diesel			
1 – 10,000 gallon gasoline	\$ _____	\$ _____	\$ _____
7. Clovis Public Works Yard 9400 N. Matus Fresno			
Single aboveground tank			
10,000 gallon diesel			
10,000 gallon gasoline	\$ _____		
8. Coalinga Public Works Yard 740 E. Polk Ave. Coalinga			
Single aboveground tank			
10,000 gallon diesel			
10,000 gallon gasoline	\$ _____		
9. Courthouse Motor Pool 1155 "M" Street Fresno			
Single underground tank			
10,000 gallon gasoline	\$ _____	\$ _____	\$ _____
10. Del Rey Public Works Yard 3633 S. Del Rey Ave. Del Rey			
Single aboveground tank			
10,000 gallon diesel			
5,000 gallon gasoline	\$ _____		
11. Dunlap Public Works Yard 40315 Dunlap Road Dunlap			
Single aboveground tank			
5,000 gallon diesel			
3,000 gallon gasoline	\$ _____		

	<u>APCD</u> <u>Testing</u>	<u>UGST</u> <u>Testing</u>	<u>SB 989</u>
12. Firebaugh Public Works Yard 38835 W. Nees Ave. Firebaugh			
Two aboveground Tanks			
1 – 10,000 gallon diesel			
1 – 10,000 gallon gasoline	\$ _____		
13. Hamilton – Fleet complex 4551 E. Hamilton Ave. Fresno			
Two underground tanks			
1 - 12,000 gallon diesel			
1 – 20,000 gallon gasoline)	\$ _____	\$ _____	\$ _____
14. Kearney Park 6725 W. Kearney Blvd. Fresno			
Single aboveground tank			
3,000 gallon diesel			
9,000 gallon gasoline	\$ _____		
15. Sanger Public Works Yard 9525 W. Olive Ave. Fresno			
Single aboveground tank			
10,000 gallon diesel			
10,000 gallon gasoline	\$ _____		
16. Shaver Lake Public Works Yard 41687 Dinkey Creek Road Shaver Lake			
Single Underground Tank			
4,000 gallon diesel	\$ _____	\$ _____	\$ _____
8,000 gallon gasoline		\$ _____	\$ _____
17. Tranquility Public Works Yard 25411 W. Silveria Street Tranquility			
Two underground tanks			
1 - 10, 000 gallon diesel		\$ _____	\$ _____
1 – 10,000 gallon gasoline	\$ _____	\$ _____	\$ _____

	<u>APCD</u> <u>Testing</u>	<u>UGST</u> <u>Testing</u>	<u>SB 989</u>
18. Fulton Mall Health Dept. 1221 Fulton Mall Fresno			
Single underground tank 500 gallon diesel		\$ _____	\$ _____
19. Mail Jail 1225 "M" Street Fresno			
Single underground tank 10,000 gallon diesel		\$ _____	\$ _____
20. Sheriff Admin. Building 2200 Fresno Street Fresno			
Single underground tank 20,000 gallon diesel		\$ _____	\$ _____
21. JJC 3333 E. American Ave. Fresno			
Single Above Ground Tank 10,000 gallon unleaded 10,000 gallon diesel	\$ _____		
Sub-Total (each column)	\$ _____	\$ _____	\$ _____
Total for all Compliance Testing			\$ _____

CALIFORNIA DESIGNATED UST OPERATOR AND WEEKLY AND
MONTHLY APCD INSPECTIONS
GROUP 3

Vendor must have a person currently certified to serve as a "Designated UST Operator" for the County of Fresno to perform monthly mandated inspections according to California Code of Regulations Title 23, Division 3, Chapter 16 section 2715. A current copy of the ICC certification must be presented to the County of Fresno for verification. The County of Fresno must be notified of any change in personnel performing these inspections.

Vendor will also be required to assign a person or persons to perform weekly and monthly mandated APCD inspections (depending on site and throughput) at 18 County of Fresno sites that have unleaded fuel at the locations. Vendor will be responsible to make sure that each inspection form be site appropriate. A copy of the inspection report must be left on each site at all times.

DESIGNATED UST OPERATOR - MONTHLY

- | | | |
|----|--|----------|
| 1. | Hamilton Yard
4551 E. Hamilton, Fresno | |
| | 20,000 gal Unleaded tank | |
| | 12,000 gal Diesel tank | \$ _____ |
| 2. | Barton Motor Pool
500 S. Barton, Fresno | |
| | 12,000 gal Unleaded tank | \$ _____ |
| 3. | Courthouse Motor Pool
1225 "M" Street, Fresno | |
| | 10,000 gal unleaded tank | \$ _____ |
| 4. | Shaver Lake Public Works
41687 Dinkey Cr. Rd. Shaver Lake | |
| | 8,000 gal unleaded tank | |
| | 4,000 gal Diesel tank | \$ _____ |
| 5. | Caruthers Public Works
2544 W. Mt View, Caruthers | |
| | 10,000 Unleaded tank | |
| | 10,000 Diesel tank | \$ _____ |

6. Tranquility Public Works
25411 W. Silveria, Tranquility

10,000 Unleaded tank
10,000 gal Diesel tank

\$ _____

7. Sheriffs Administration
2200 N. Fresno St., Fresno

12,000 gal Diesel tank

\$ _____

8. Main Jail
1225 "M" St., Fresno

10,000 gal Diesel tank

\$ _____

9. Fulton Mall/Health Dept.
1221 Fulton Mall, Fresno

500 gal Diesel tank

\$ _____

Total Designated UST Operator - Monthly

APCD WEEKLY INSPECTION SITES

1. Auberry Public Works Yard
33148 Auberry Road
Auberry

Single aboveground tank
6,000 gallon diesel
9,000 gallon gasoline

\$ _____

2. Barton Motor Pool
500 South Barton Ave.
Fresno

Single underground tank
12,000 gallon gasoline

\$ _____

3. Caruthers Public Works Yard
2544 W. Mountain View
Caruthers

Two underground tanks
1 – 10,000 gallon diesel
1 – 10,000 gallon gasoline

\$ _____

4. Clovis Public Works Yard
9400 N. Matus
Fresno

Single aboveground tank
10,000 gallon diesel
10,000 gallon gasoline

\$ _____

5. Courthouse Motor Pool
1155 "M" Street
Fresno

Single underground tank
10,000 gallon gasoline

\$ _____

6. Firebaugh Public Works Yard
38835 W. Nees Ave.
Firebaugh

Two aboveground Tanks
1 – 10,000 gallon diesel
1 – 10,000 gallon gasoline

\$ _____

7. Hamilton – Fleet complex
4551 E. Hamilton Ave.
Fresno

Two underground tanks
1 -12,000 gallon diesel

1 – 20,000 gallon gasoline

\$ _____

8. Kearney Park
6725 W. Kearney Blvd.
Fresno

Single aboveground tank
9,000 gallon diesel
3,000 gallon gasoline

\$ _____

9. Sanger Public Works Yard
9525 W. Olive Ave.
Fresno

Single aboveground tank
10,000 gallon diesel
10,000 gallon gasoline

\$ _____

10. Shaver Lake Public Works Yard
41687 Dinkey Creek Road
Shaver Lake

Single Underground Tank
8,000 gallon diesel
4,000 gallon gasoline

\$ _____

11. Tranquility Public Works Yard
25411 W. Silveria Street
Tranquility

Two underground tanks
1- 10, 000 gallon diesel
1 – 10,000 gallon gasoline

\$ _____

Total APCD Weekly Inspections \$ _____

APCD MONTHLY INSPECTION SITES

1. American Avenue Disposal
18950 West American Avenue
Kerman

Single aboveground tank
9,000 gallon diesel
5,000 gallon gasoline

\$ _____

2. Avocado Lake Park
3625 N. Piedra Road
Fresno

Single aboveground tank
1,000 gallon diesel
500 gallon gasoline

\$ _____

3. Biola Public Works Yard
12856 West "G" Street
Biola

Single aboveground tank
10,000 gallon diesel
10,000 gallon gasoline

\$ _____

4. Coalinga Public Works Yard
740 E. Polk Ave.
Coalinga

Single aboveground tank
10,000 gallon diesel
10,000 gallon gasoline

\$ _____

5. Del Rey Public Works Yard
3633 S. Del Rey Ave.
Del Rey

Single aboveground tank

10,000 gallon diesel
10,000 gallon gasoline

\$ _____

6. Dunlap Public Works Yard
40315 Dunlap Road
Dunlap

Single aboveground tank
5,000 gallon diesel
3,000 gallon gasoline

\$ _____

Total APCD Monthly Inspections \$ _____

CHECK LIST

This Checklist is provided to assist the vendors in the preparation of their bid response. Included in this list, are important requirements and is the responsibility of the bidder to submit with the bid package in order to make the bid compliant. Because this checklist is just a guideline, the bidder must read and comply with the bid in its entirety.

Check off each of the following:

1. _____ All signatures must be in **blue ink**.
2. _____ The Request for Quotation (RFQ) has been signed and completed.
3. _____ **One (1) original** and **two (2) copies** of the RFQ have been provided.
4. _____ Addenda, if any, have been completed, signed and included in the bid package.
5. _____ The completed *Reference List* as provided with this RFQ.
6. _____ The *Quotation Schedule* as provided with this RFQ has been completed, price reviewed for accuracy and any corrections initialed in ink.
7. _____ Indicate all of bidder exceptions to the County's requirements, conditions and specifications as stated within this RFQ.
8. _____ The *Participation* page as provided within this RFQ has been signed and included
9. _____ The *Local Vendor Bid Preference and Disabled Veteran Business Enterprise Bid Preference* section (if applicable) has been completed signed and included.
10. _____ *Bidder to Complete* page as provided with this RFQ.
11. _____ Specification, descriptions etc. for items offered under bidder(s) quotation.
12. _____ A description of the design and techniques that the bidder will use to complete the project.
13. _____ Lastly, on the **LOWER LEFT HAND CORNER** of the sealed envelope, box, etc. transmitting your bid include the following information:

County of Fresno RFQ No.	992-5390
Closing Date:	November 20, 2015
Closing Time:	2:00 P.M.
Commodity or Service:	Fuel Site Repairs, Maintenance, Testing and Tank Monitoring Upgrades

This Checklist does not need to be returned with your bid.