



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

March 25, 2014

TO: ALL OFFERORS

FROM: DENNIS SMITH  
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO INVITATION TO BID  
CONTRACT NO. GSS14503-BIODIESEL  
BIODIESEL – B20 AND B5 FUELS

**ADDENDUM #1**

**This addendum responds to vendor questions about the bid requirements.**

1. Have any addendums been released for this bid?

This addendum is the only addendum that has been posted for this current bid opportunity. However, per the terms provided, it is the vendor's responsibility to check the bid solicitation directory for any future posted addenda. The bid solicitation directory is at:

[www.bids.delaware.gov](http://www.bids.delaware.gov)

2. When is the award date?

Thirty days as provided for in DE code.

3. What is the average load size doe the biodiesel?

B20 utilization deliveries are listed in the Appendix B on the bid solicitation directory. Or, on the Biodiesel contract page, under Contract Usage information. The current contract page can be found at the following location:

[http://contracts.delaware.gov/contracts\\_detail.asp?i=6](http://contracts.delaware.gov/contracts_detail.asp?i=6)

4. Are you to be priced over net or gross gallons?

Price shall be **net** per gallon F.O.B. delivered to agency storage tanks.

5. Do you currently receive a discount for prompt payment of invoices?

DE Code provides that State with 30 days to pay. If a vendor wants to offer a discount for quicker payment, please identify in the ITB Exceptions form of your proposal.

6. Is a pump required at any location? If so, which locations will require a pump?

Currently there are no pumps required at the locations. However, because other state or eligible agencies may join the contract at a later time, they may require a pump for delivery options.

7. Will the bid award be split by product or awarded all to one bidder?

Government Support Services shall award this contract to the lowest responsible and responsive bidder(s) who best meets the terms and conditions of the bid. The award will be made on basis of price, product evaluation, and prior history of service and capability. Government Support Services reserves the right to reject any or all bids in whole or in part, to make multiple awards, partial awards, award by types, item by item, or lump sum total, whichever may be most advantageous to the State of Delaware.

8. Will you split the award by tank wagon and transport?

GSS reserves the right to award by tank sizes which have been identified in the bid solicitation, which means the potential exists for a split award.

9. Do you consider common carriers to be subcontractors?

No.

10. When and how will we be notified of the low bidder and can we receive a copy of the bid tabulations?

You will receive notice shortly after all bid tab calculations have been accomplished if you are the low bidder.

Bid tabulations will not be available for review until after an award is made. Once an award is completed, bid tabulations will be available for review by appointment, or may be acquired through a Freedom of Information Act request.

11. Your weekly pricing is based on the Tuesday of the week of delivery. The industry is to use the Thursday prior to the week of delivery. Can the bid be changed to use the previous Thursday?

Due to price comparison research compiled previously, the Tuesday OPIS pricing is more advantageous to the State.

12. This bid does not require a bid performance bond correct?

Correct, there is no bid or performance bond required on this contract.

13. Should we use Harrisburg for the B-100 as that is the current method?

As stated in the ITB, Baltimore is what is used for this calculation.

14. What is the differential the current vendor holds this contract at?

B20 - Biodiesel New Castle County tank "A" \$0.1025, tank "B" \$0.4800; Kent County tank "A" \$0.3100; Sussex County tank "A" \$0.2498.

B5 - Biodiesel New Castle County tank "A" \$0.1494; Kent County tank "A" \$0.0898.

15. Do you have a copy of the previous bid tabulation?

See answer to question #10

16. Do you have a copy of an invoice we could review?

GSS does not maintain copies of invoices.

17. Please confirm that a Bid Bond and Performance bond is not required?

See answer to question #12.

18. Please confirm that Attachment D is not required since bonding is not required?

Attachment D is not required.

19. Please confirm that the State of Delaware is not an additional insured?

a.) Refer to ITB

b.) Referenced Language is not applicable to the question "please confirm that the State of Delaware is not an additional insured."

20. Please explain what you mean by Electronic Catalog?

Electronic Catalog is not applicable to this procurement.

21. Please advise if tanks in Zone 1, 2 and 3 are above or below ground?

All tanks are above ground.

All other terms and conditions remain the same.

S:\14503 ITB-AD1



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