



State of Delaware  
Department of Natural Resources and Environmental Control  
**Delaware Division of Parks and Recreation**  
89 Kings Highway  
Dover, Delaware 19901

**August 27, 2017**

TO: ALL OFFERORS

FROM: REBECCA LOVIN  
PARALEGAL III, DIVISION OF PARKS AND RECREATION

SUBJECT: **CONTRACT NO.: NAT17006\_Marina Fuel/QUESTIONS AND ANSWERS**

**ADDENDUM # 1 Q&A**

1. Please provide the last State of Delaware Marina Fuel Contract No. NAT17006\_MARINA FUEL Bid Results.
  - This is the first time that the Division has engaged in an Invitation to Bid for Marina Fuel. All available information related to this bid is available at [http://bids.delaware.gov/bids\\_detail.asp?i=4616&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=4616&DOT=N).
2. Is the separately listed 1511 and 1410 the same bids?
  - When you click on the bid link, you can see a message included that states “**This solicitation is listed under multiple UNSPSC. An offeror need respond to only one listing.**” There are a couple of UNSPSC’s that we included in this bid, therefore there are several solicitations listed. Only one needs a response as they are the same invitation to bid.
3. Under Contract Requirements (pg. 14) – Purchase and Delivery of Branded Fuel. The term “branded” in the industry means fuel that is loaded for Branded Sites, for example, Shell and Exxon branded fuel can only be delivered to sites that fly their flags. Is the marina requesting to become a Branded site or do they wish to stay unbranded?
  - The marina currently uses branded fuels and is not required to fly flags, but is open to discussing any additional requirements.
4. Calculated Floating Price (pg. 14) – Price shall correspond to the Vendor’s “posted rack” price. Should the price of the fuel be based on a published report such as OPIS? Most government agencies base their fuel contracts on an “OPIS Rack Average” for the loading terminal for example Delaware City or Philadelphia. OPIS is a published report which insures that all vendors are using the same base price to calculate your bid and also insures that the winning vendor is invoicing the agency correct.
  - Yes, for purposes of this bid, please use the “OPIS Rack Average” for Wilmington, DE. **Include a copy of the OPIS published report with your bid submission.** Upon award,

the Division will require that the awarded Vendor provide the daily OPIS Rack Average for each day. We are open to the location changes, for example, it may not always come from Wilmington, DE based on market rates or availability, however the Division should always be notified of where it will be coming from and we shall assist in that decision. The Division will receive the OPIS Rack Average pricing for whatever that location is the day of delivery.

5. Additive and Delivery Price (pg. 15) – What type of Additive is required?
  - Additives may be determined by the Indian River Marina during purchase. For example, Soyshield, Winter Blend Mix, or Detergent-Dispersant additives. In our experience, additives have been similar rates; therefore we are requesting one additive cost. The Marina uses standard Plus Midgrade 89 Octane with 10% Ethanol and Red Dyed Diesel year round, however if they request additives, pricing needs to be fixed for those additives.
6. Delaware Hazardous Substance Clean up Tax & Federal Leaking Underground Storage Tank Fee – Is there an exemption that the marina has not to be charged these two fees for the Midgrade Gasoline?
  - The Delaware Hazardous Substance Clean-Up Tax. This tax shall be billed as a separate line item on all invoices. This tax is on the total dollar amount of the invoice, not on the per gallon price.
  - The Federal Leaking Underground Storage Tank Tax. This tax shall be billed as a separate line item on all invoices. This tax is on the per gallon price.
7. Fuel Tank Size (pg. 17) – It lists 4 separate fuel tanks. Total Storage for diesel is 24,000 gallons and 16,000 gallons for the Midgrade Gasoline. Are these tanks above or below ground?
  - Above ground.
8. Would it be possible to have a site visit to ensure that our safety department can draw up delivery plan?
  - Yes, by appointment only by contacting [Theresa.Mosier@state.de.us](mailto:Theresa.Mosier@state.de.us) prior to the bid opening. At no time may a Vendor ask questions or evaluate anything other than a delivery plan from the site visit. All questions related to this bid must be sent to [rebecca.lovin@state.de.us](mailto:rebecca.lovin@state.de.us) or your bid may not be considered for award.
9. Gasoline is listed as reformulated detergent additized. All of the gasoline we purchase from our suppliers is detergent additized at no additional cost.
  - We are just stipulating what the Marina is defining as the Gasoline - Plus Midgrade 89 Octane with 10% Ethanol. If it is purchased that way and is included in the price, then that would be your price per gallon. You would then put \$0 for your additive cost.
10. Is the marina currently getting deliveries via tractor trailer load or small truck? We deliver the diesel and heating oil at the shop/office at the marina currently and it seems to be a very tight fit for a tractor trailer load.
  - Tractor Trailer. It's a tight turn around in there.

11. We are requesting a complete copy of bid tabulations from you last awarded bid for gasoline and diesel for marina fuel.
  - This is the first time that the Division has engaged in an Invitation to Bid for Marina Fuel. All available information related to this bid is available at [http://bids.delaware.gov/bids\\_detail.asp?i=4616&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=4616&DOT=N) .
12. We are requesting a copy of the original awarded vendor's bid from you last awarded bid (pages where they put their pricing and/or signature and any additional pages provided with their bid) for gasoline and diesel for marina fuel.
  - This is the first time that the Division has engaged in an Invitation to Bid for Marina Fuel. All available information related to this bid is available at [http://bids.delaware.gov/bids\\_detail.asp?i=4616&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=4616&DOT=N) .
13. What volumes were delivered to the Marina in the past and how much were they billed?
  - The Division has posted the volume for both gasoline and diesel that was sold to us since July of 2015. This is included in the invitation to bid at [http://bids.delaware.gov/bids\\_detail.asp?i=4616&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=4616&DOT=N) Prices were based on current rack rates.
14. Will the Marina be the only delivery point?
  - Yes.
15. This bid is just for the Marina, correct?
  - Yes.