

INTRODUCED BY: COUNCIL MEMBER (s) Reuter

1           **AN ORDINANCE AWARDING BIDS FOR CERTAIN PRODUCTS AND**  
2           **SERVICES TO THE LOWEST AND BEST BIDDERS AS REFLECTED IN THE**  
3           **RESPONSES TO CERTAIN INVITATIONS FOR BID AND REQUESTS FOR**  
4           **PROPOSALS FOR LOCAL FUEL AND FUEL MANAGEMENT SERVICES; AND**  
5           **AUTHORIZATION FOR THE COUNTY EXECUTIVE TO EXECUTE ANY**  
6           **NECESSARY AGREEMENTS OR CONTRACTS TO EFFECTUATE THE**  
7           **AWARD OF THE BIDS AND PROPOSALS.**

8           **WHEREAS**, Jefferson County, Missouri, (hereafter, the “County”) in response to  
9 certain Invitations for Bids and Requests for Proposals issued by the County, received bids  
10 and proposals for the following items or services:

11 **BID NAME**

12 Local Fuel and Fuel Management Services

**13** **NUMBER OF BIDS RECEIVED**

14

15 DATE OF BID OPENING

16 8-1-2017

17                   **WHEREAS**, after reviewing the bids and proposals set forth above, the  
18 Department of Public Works, Division of Fleet Services has determined that certain bids

**FILED**

AUG 18 2017

1 and proposals represent the best bid for the respective items or services and met the bid or  
2 proposal specifications issued by the County; and

3 **WHEREAS**, the Jefferson County, Missouri, Council finds it is in the best interest  
4 of the County to award the bids and proposals to Home Service Oil Company for a term  
5 from 08-1-17 to 07-31-18 upon approval by the County Council and County Executive for  
6 **up to \$900,000.00 per year, for total amount not to exceed \$900,000.00 annually,**  
7 subject to budgetary limitations.

8 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**  
9 **AS FOLLOWS:**

10 **Section 1.** The County awards the following bids and proposals which are  
11 incorporated by this reference as if fully set out herein, to the lowest and best vendor(s)  
12 bidding for each respective item or service as follows:

13 **BID NAME**

14 Local Fuel and Fuel Management Services

15 **TERM**

16 08-01-17 to 07-31-18

17 with one (1) additional renewal option

18 Upon approval by the County Council and County Executive

19 **AMOUNT**

20 **Up to \$900,000.00 per year,**

21 **for total amount, not to exceed \$900,000.00 annually,**

22 subject to budgetary limitations

**AWARDED BIDDER**

## Home Service Oil Company

3        Section 2.     The Jefferson County, Missouri, Council hereby authorizes the  
4        County Executive to execute the agreement incorporated by Reference as Exhibit "A" and  
5        any agreements or contracts necessary to effectuate the award of the bids and proposals set  
6        forth in this Ordinance. The County Executive is further authorized to take any and all  
7        actions necessary to carry out the intent of this Ordinance. An unexecuted copy of the  
8        Agreement is attached hereto as Exhibit "A" and incorporated herein, by reference.

9           Section 3.      Copies of all Invitations for Bid, Requests for Proposals, responses  
10          thereto, and any contracts or agreements shall be maintained by the Department of the  
11          County Clerk consistent with the rules and procedures for the maintenance and retention  
12          of records as promulgated by the Secretary of State.

13        Section 4.    This Ordinance shall be in full force and effect from and after its  
14        date of approval. If any part of this Ordinance is invalid for any reason, such invalidity  
15        shall not affect the remainder of this Ordinance.

THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:

Council Member District 1, Don Bickowski	<u>Yes</u>
Council Member District 2, Renee Reuter	<u>Yes</u>
Council Member District 3, Robert Boyer	<u>Yes</u>
Council Member District 4, Charles Groeteke	<u>Yes</u>
Council Member District 5, Oscar J. "Jim" Kasten	<u>Abstain</u>
Council Member District 6, Daniel Stallman	<u>Yes</u>
Council Member District 7, James Terry	<u>Yes</u>

THE ABOVE BILL ON THIS 14th DAY OF August, 2017:

✓ PASSED        FAILED

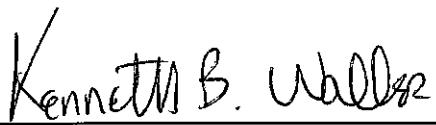


Renee Reuter, County Council Chair

Pat Schlette  
Pat Schlette, Council Administrative Assistant

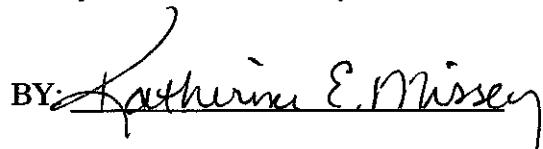
THIS BILL WAS  APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 15<sup>TH</sup> DAY OF AUGUST, 2017.

THIS BILL WAS        VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS        DAY OF       , 2017.



Kenneth B. Waller  
Kenneth B. Waller, Jefferson County, Missouri, Executive

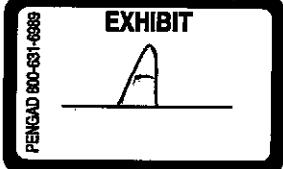
ATTEST:

  
Randy B. Holman  
Randy B. Holman, County Clerk  
BY: Katherine E. Missey

Reading Date: 08-14-2017



**JEFFERSON COUNTY  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
729 MAPLE ST / PO BOX 100  
HILLSBORO MO 63050  
WWW.JEFFCOMO.ORG**



**BID #: 17-0059**

**Invitation for Bid: LOCAL FUEL AND FUEL  
MANAGEMENT SERVICES 2017**

**Date Issued: 7-1-2017**

BIDS SHALL BE ACCEPTED UNTIL: **TUESDAY, AUGUST 1, 2017, AT 2:00 P.M. LOCAL TIME.**

**Specification  
Contact:**  
**DAVID MIKUSCH**  
Fleet Services Manager  
636-797-6017  
dmikusch@jeffcomo.org

**Contract  
Contact:**  
**VICKIE PRATT**  
Department of Administrative Services  
636-797-5380

**Mail (3) Three  
Complete Copies  
With Vendor And  
Bid Information As  
Shown In Sample:**

**SAMPLE ENVELOPE**

<i>VENDOR NAME</i>	
<i>VENDOR ADDRESS</i>	
<i>CONTACT NUMBER</i>	<b>DEPARTMENT OF THE COUNTY CLERK</b>
	<b>JEFFERSON COUNTY MISSOURI</b>
	<b>729 MAPLE ST / PO BOX 100</b>
	<b>HILLSBORO MO 63050-0100</b>
<b>SEALED BID: (BID NAME)</b>	

**Contract Term:  
UPON APPROVAL OF THE  
COUNTY COUNCIL AND  
COUNTY EXECUTIVE**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Bid, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one additional one-year term with the written consent of the successful Bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Vendor  
Information:**

<u>Home Service Oil Company</u>	<u>Bryan Lohrath</u>
<u>Company Name</u>	<u>Authorized Agent (Print)</u>
<u>6910 Front Street / P.O. Box 9</u>	<u>Bryan Lohrath</u>
<u>Address</u>	<u>Signature</u>
<u>Barnhart, MO 63013</u>	<u>Executive Vice President</u>
<u>City/State/Zip Code</u>	<u>Title</u>
<u>(636) 464-5266 x110</u>	<u>8-1-17</u>
<u>Telephone #</u>	<u>43-0685457</u>
<u>bryan@hsoil.com</u>	<u>Fax #</u>
	<u>636-464-6936</u>
<u>E-mail</u>	

## TABLE OF CONTENTS:

<b>Legal Notice and Invitation for Bid</b>	<b>Page 1</b>
<b>Table of Contents</b>	<b>Page 2</b>
<b>Bid Requirements</b>	<b>Page 3</b>
<b>Bid Response and Contract</b>	<b>Page 5</b>
<b>Affidavit</b>	<b>Page 9</b>
<b>Specifications</b>	<b>Page 11</b>

### **\*REQUIRED DOCUMENTS\***

- 1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid.**  
**(County must be added as additional insured if awarded)**
- 2a. Proof that Bidder does not owe delinquent real or personal property in Jefferson County (tax receipts for past 3 years)**  
**Obtain receipts at <http://jeffersonmo.devnetwedge.com>**  
**Or**
- 2b. A notarized affidavit, on company letterhead stating that the applicant does not own any real or personal property in Jefferson County, Missouri.**
- 3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation. (pages 9 & 10)**
- 4. Agreement to be executed by the County upon approval by the County Council and County Executive. (Bidder is required to complete company information and execute signature)**
- 5. Cooperative Bid Form (last page)**
- 6. All pages of the Invitation for Bid/Request for Proposal must be used when submitting your bid/proposal response along with initialing each page with the bid/proposal. Additional information may be included separately.**
- 7. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)**

**\*BIDS MAYBE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED AT DISCRETION OF THE COUNTY**

## **1.0 BID REQUIREMENTS**

**Bidder shall initial all pages and return where the Bid Document denotes "BIDDER'S INITIALS: \_\_\_\_\_"**

### **1.1 BID SUBMISSION:**

Submit bid form in original (one original) and two (two copies) with all specification pages, if applicable. No facsimile or electronic bids shall be accepted and shall be rejected. The Vendor prior to the submission dead line as stated on page 1 must submit all bids. Late bids will not be accepted and returned to the vendor unopened. The County reserves the right to request additional written or oral information from Respondents in order to obtain clarification. A fully executed Affidavit is required by Section 285.530 RSMo., and shall be submitted with the bid form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the bid being rejected. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

### **1.2 BASIS OF BID AWARD:**

Award may be made on an item-by-item basis to the lowest and best Bidder(s) or award may be made to the lowest and best bid total, whichever provides the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, ability to deliver, or any other reason deemed to be in the best interest of the County. Quantities stated herein represent an estimate for the period stated. Orders shall be placed for actual requirements as needed. The County may reject any or all bids for any reason and may waive any informality. Bids submitted from a Missouri State Contract shall include a copy of the State Contract with the bid. Bid award does not constitute an order or obligation to order by the County. The issuance of a Purchase Order Number shall be construed as acceptance of a Contract with all terms, conditions, and prices firm during the length of the agreement terms.

### **1.3 BID AWARD:**

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no Bid or Bids have been awarded by the County Council within forty-five (45) days following the opening of the bids then all bids will be deemed Rejected.

### **1.4 BID PREPARATION:**

1. Bidders are responsible for examination of drawings, specifications, schedules and instructions. Failure to do so will be at the Bidder's risk.
2. Each Bidder shall furnish the information required by the invitation. The Bidder shall sign all required documents. All deletions and erasures shall be initialed
3. Alternate bids for supplies or services other than specified shall not be considered unless authorized by invitation.
4. Bidder shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the invitation for bid.
5. When specified, samples must be timely submitted and at no expense to the County.
6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

### **1.5 MODIFICATION OR WITHDRAWAL OF BIDS:**

Bids may be modified or withdrawn prior to the exact hour and date specified for receipt of bids, provided the modification or withdrawal is in writing and is delivered in the same manner as a bid submission.

### **1.6 LATE BIDS:**

It is the responsibility of the Bidder to deliver his bid or bid modification on or before the date and time of the bid closing to the Department of the County Clerk. Bids received late will be rejected and returned unopened to the Bidder.

### **1.7 BID DEPOSITS/BONDS:**

Bid Deposits/Bonds are not required unless specified in the specifications. Bid deposits/Bonds must be in the exact amount as stipulated in the bid.

### **1.8 MATERIAL AVAILABILITY:**

Bidders must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the Bidder to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

### **1.9 ALTERNATE BIDS:**

Alternate Bids for items will be accepted except when stated "NO SUBSTITUTIONS". Bidders must submit complete specifications on all alternate bids with the bid form. Alternate bids without complete specifications may be rejected. Alternate bids and exceptions to bid clauses must be clearly noted on the bid form. The County may accept or reject alternate bids; whatever is most advantageous to the County.



**1.10 INCORPORATION OF DOCUMENTS:**

The terms of the Bid Invitation, Bid Specifications, Bid Form are and shall be incorporated into the contract as if fully setout therein. The Bid, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

**1.11 ADDENDA:**

Addenda to bid specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda's prior to submission of bid forms. Verification is made by contacting the Office of Contracts and Grants at (636) 797-5380, or by reviewing the County Web Site. ([www.jeffcomo.org](http://www.jeffcomo.org)).

**1.12 INSURANCE:**

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at its own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

**A. (X)Required ( ) Not Required      **Comprehensive General Liability Insurance****

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

**B. (X)Required ( ) Not Required      **Professional Liability Insurance****

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

**C. (X)Required ( ) Not Required      **Worker's Compensation Insurance:**  
per Missouri Revised Statutes Chapter 287**

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statutes of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

**1.13 BID SUBMISSIONS**

Bids submitted on separate forms are NOT acceptable unless specified in the Bid Document. Failure to complete bid forms to the satisfaction of the County may result in rejection of your bid. It is the responsibility of each Bidder before submitting a bid to examine ALL documents thoroughly, and request written or oral interpretation of clarifications soon after discovering any conflicts, ambiguities, errors, or omissions in the bidding documents. Request for clarification must be received prior to bid openings.

#### **1.14 BID OPENINGS**

Bids will be publicly opened and read aloud at the time indicated on page 1. The Bidders and the public are invited but not required to attend the formal opening of the bids. No decisions relating to the award of a contract or agreement will be made at the opening.

#### **1.15 BID TABULATIONS**

Bid Tabulations are not available for 5 to 7 business days following the Bid Opening. Bid submissions are open for public review at the time of the Bid Opening. Bid tabulations are posted on the County's web-site address, [www.jeffcomo.org](http://www.jeffcomo.org). **NO COPIES** of bid tabulations are sent to vendors.

### **2.0 BID RESPONSE AND CONTRACT**

#### **2.1 BIDDER REPRESENTATIONS:**

The Bidder, by executing the Bid form certifies that:

- A. The bid complies with Invitation for Bid form and Bid Specifications.
- B. Bidder is not debarred or suspended from participation in Federal Assistance programs.

#### **2.2 TAXES:**

No bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective Bidder is required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <http://jeffersonmo.devnetwedge.com/> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

**Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.**

#### **2.3 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:**

- A. The prices in the bid shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Bidder or other person.
- B. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Bidder prior to opening.
- C. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid.

#### **2.4 PRICE:**

The price(s) specified in this bid shall be firm and not subject to contingency or reservation. If the Vendor fails to honor stated prices as submitted in the Bid Form or Contract, the County reserves the right to obtain the same items from the next lower vendor who submitted a bid price for the item. The original vendor shall be responsible for the difference in price and required to make restitution to the County for the difference in price. The Bidder represents prices specified in the bid do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the Bidder's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. **Bid prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County). Prices shall be firm for ALL County departments and locations for term of the agreement.**

#### **2.5 MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:**

Bidder represents that the goods provided comply with Sections 34.350 to 34.359, RSMo., known as the Domestic Product Procurement Act. The Act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Bidder shall include proof of compliance with the Act with the bid when requested.

**2.6 NON-EXCLUSIVE AGREEMENT:**

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

**2.7 DEFINITIONS:**

- A. The term "County" means the Jefferson County, Missouri and its designated representatives.
- B. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
- C. The term "IFB" means Invitation for Bid.
- D. The term "Agreement/Contract" means Binding Agreement, Contract, Request for Purchase, Order.

**2.8 INSPECTION, ACCEPTANCE AND APPROVALS:**

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

**2.9 WARRANTY:**

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

**2.10 PAYMENT:**

County will pay Supplier for goods upon delivery to, submission of certified invoices with attached tipping fee receipts and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

**2.11 CHANGE ORDER:**

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

**2.12 DELIVERIES:**

Deliveries shall be made in strict accordance with any delivery schedule contained in the bid specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

**2.13 RESPONSIBILITY FOR SUPPLIES:**

Pursuant to Section 290.560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

**2.14 SUBCONTRACTS:**

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

**2.15 CHOICE OF LAW:**

This bid and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

**2.16 TERMINATION:**

- A. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County with a thirty (30) day written notice. The Vendor may terminate the Agreement/Contract upon a sixty (60) day prior notice in writing. In the event of any termination of the Agreement/Contract by the Vendor, the County may purchase such supplies and/or services similar to those terminated and for the duration of the Agreement/Contract period the Vendor will be liable for all costs in excess of the established contract pricing.
- B. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability. The County may cancel the Agreement/Contract or affirm the Contract and hold the Vendor responsible for damages.
- C. **Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.**
- D. Default: County may terminate the whole Contract or any part in either of the following circumstances:
  - D-1. If supplier fails to deliver the items required by the contract within the time specified; or
  - D-2. If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
  - D-3. In the event of the Supplier's non-compliance with the provisions as set forth, this Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

**2.17 NOTICE AND SERVICE THEREOF:**

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the bid form.

**2.18 CONTRACT TERM:**

Performance shall be governed solely by the terms and conditions as set forth in the Invitation for Bid, Bid Specifications, Bid Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

**2.19 COMPLIANCE WITH APPLICABLE LAWS:**

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended, including provisions of the Home Rule Charter of Jefferson County, Missouri requiring all workers

performing work under any contract with Jefferson County be paid a wage that is at least the prevailing hourly rate of wages for work of a similar character in Jefferson County.

**2.20 ACTS OF GOD:**

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

**2.21 SELLER'S INVOICES:**

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

**2.22 APPROVAL:**

It is agreed the acceptance of a Bid shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council, and the County Counselor.

**2.23 RENEWAL OPTION:**

The County reserves the right to negotiate the contract for one (1) additional one-year term with the written consent of the awarded vendor. If the contractor/vendor requests an increase in compensation for any renewal period, the vendor shall notify the Office of Contracts and Grants no less than 60 days prior to the end of the contract period. The County shall notify the Vendor of the intent to exercise the renewal option. However, failure to notify the Vendor does not waive the County's right to exercise the renewal option.

Indicate: [ ] Individual: [ ] Partnership:  Corporation.

**2.24 INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:**

Incorporated in the State of Missouri.

**2.25 LITIGATION:**

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

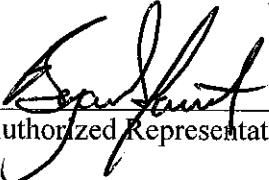
**2.26 LANGUAGE:** Bids and all related documents will only be accepted in the English Language.

## AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo. definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Bryan Goforth (Name of Business Entity Authorized Representative) as Executive Vice President (Position/Title) first being duly sworn on my oath, affirm Home Service Oil Company (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to Local Fuel & Fuel Management Services 2017 (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that Home Service Oil Company (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to Local Fuel & Fuel Management Services 2017 (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

*In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)*

  
Authorized Representative's Signature

Bryan Goforth  
Printed Name

Executive Vice President  
Title

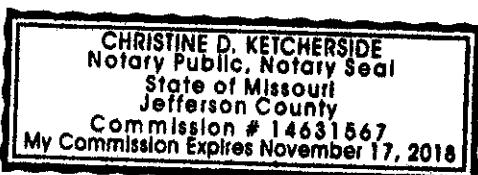
7-27-17  
Date

Subscribed and sworn to before me this 27<sup>th</sup> of July, 2017. I am  
(DAY) (MONTH, YEAR)

commissioned as a notary public within the County of Jefferson, State of  
(NAME OF COUNTY)

Missouri and my commission expires on November 17, 2018  
(NAME OF STATE) (DATE)

Christine D. Ketcherside July 27, 2017  
Signature of Notary Date



**AFFIDAVIT OF WORK AUTHORIZATION**  
(Continued)

**CURRENT BUSINESS ENTITY STATUS**

I certify that Home Service Oil Company (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo., pertaining to section 285.530, RSMo., as stated above.

Bryan Goforth  
Authorized Business Entity  
Representative's Name  
(Please Print)

Bryan Goforth  
Authorized Business Entity  
Representative's Signature

Home Service Oil Company  
Business Entity Name

8-1-17  
Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- Enroll and participate in the E-Verify federal work authorization program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218; Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;
- AND
- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

Jefferson County wishes to establish a fuel contract for the purchase of gasoline and diesel fuel for the County Fleet, the Highway Department, and the Sheriff's Department. The fuel contract will be comprised of 3 parts and each part can be awarded to the same vendor or different parts can be awarded to different vendors. The 3 parts of the contract are 1) Bulk fuel for the 3 in house fueling stations, 2) Retail Service station fuel at locations throughout Jefferson County, and 3) out of county/area/state fueling.

**Part 1- Bulk Fuel at Jefferson County Facilities located at 5275 Highway B in Hillsboro, MO, 2960 Lee Pyle Road in Desoto, MO, and 6460 Highway MM in House Springs, MO.**

Vendor will be required to:

1. Provide a one card system with pin numbers for controlled access. Primarily County Highway will utilize up to 150 employees and up to 200 vehicle/equipment cards. System shall have communications to a central office and to provide 24-hour access to allow authorized changes.
2. Provide fuel and utilize the County's existing retail fuel tanks at each Highway Maintenance Shed (3 locations). Each site has tanks for 2000 gal diesel and 1000 gal unleaded. Current fuel usage is approximately 60,000 gal RFG unleaded and 120,000 gal diesel per year. Fuel will be branded or unbranded. An 80/20-winter blend for diesel is required from November thru March or a diesel antigen such as Artic Express is required. Diesel shall be ultra low sulphur. The County Highway owns and maintains the tanks and pumps, the bidder must supply and maintain the card reader system.
3. System must provide near flawless reliability to the extreme conditions of heat, cold, rain, snow, ice, dust, and rough use. Maintenance service shall be available to restore system operations within less than 8 working hours. During snow removal and other emergency conditions, the County Highway Fleet will operate on a continuous 24 hour basis, 7 days a week, until emergency is over.

#### **Fuel Pricing for bulk delivered fuel**

##### Diesel:

Unbranded or branded average cost for fuel (weekly) at terminal plus:

Delivery to Highway Maintenance Sheds \$ .10 /gal

Profit and Overhead \$ .08 /gal

Applicable Taxes \$ .1763 /gal

Discount off pump price \$ N/A /gal

##### Regular Unleaded

Unbranded or branded average cost for fuel (weekly) at terminal plus:

Delivery to Highway Maintenance Sheds \$ .10 /gal

Profit and Overhead \$ .08 /gal

Applicable Taxes \$ .1761 /gal

Discount off pump price \$ N/A /gal

## Part 2- Retail Locations within Jefferson County

Jefferson County vehicles, Sheriff's Department vehicles, and Highway Department vehicles-

1. Provide a one card system with pin numbers for controlled access. County will utilize up to 250 employees and up to 300 vehicle/equipment cards. System shall have communications to a central office and to provide 24-hour access to allow authorized changes.
2. Provide fuel for the County at the bidders existing fuel sites where fleet fueling services are provided. Provide listings of all locations and hours of operation (services 24 hour a day, 7 days a week, required). Multiple sites in Jefferson County with geographic coverage shall be available. Current fuel usage is approximately 220,000 gal unleaded per year. Fuel will be branded or unbranded.
3. At all times, the County will operate on a continuous 24-hour basis, 7 days a week.

### Fuel Pricing for Retail locations:

Unbranded or branded average cost for fuel (weekly) at terminal plus:

Delivery to Service Site \$ .05 /gal  
Profit and Overhead \$ .08 /gal  
Applicable Taxes \$ .1161 /gal  
Discount off pump price \$ N/A /gal

## Part 3- Out of county/area/state-

1. Provide a one card system with PIN number for controlled access. County will require up to 125 employees and up to 125 vehicle/equipment cards for use outside of Jefferson County. System shall have communications to a central office and to provide 24-hour access to allow authorized changes.
2. Provide fuel for County vehicles operating outside of Jefferson County at existing fuel sites where fleet fueling services are provided. Provide listings of all locations and hours of operation (services 24 hour a day, 7 days a week, required). Fuel will be branded or unbranded.

### Fuel Pricing for Out of County/Area/State Retail Purchases

Unbranded or branded average cost for fuel (weekly) at terminal plus:

Delivery to Service Site \$ No Bid /gal  
Profit and Overhead \$ No Bid /gal  
Applicable Taxes \$ No Bid /gal  
Discount off pump price \$ No Bid /gal

## REQUIREMENTS FOR FUEL MANAGEMENT SYSTEM

1. The system must provide weekly and monthly detailed management reporting. This includes exception reports, fuel usage by vehicle and in total, and costs. Reports may be provided in an electronic format that the County can print out.
2. The system is to be provided for a one-year period with possible renewal for an additional year. All installation, maintenance and repair costs shall be included for this period. The County shall determine if the service is in the best interest of the County and, for any reason, may terminate the service at any time without penalty.
3. The system shall provide the fuel usage data in an electronic format that can be utilized by the County's fleet management system.

4. New fuel card requests as well as replacement fuel card requests must be sent via US Mail within 2 working days of request from Jefferson County Fleet Services. Provide details of the fuel management system to be used including specific features, also a separate listing of options or enhancements that are included or are available should be attached to the bid. Include samples of the various reports and billing. Specific cost breakdowns shall be provided.

Name of System Mannatec  
Brand of Equipment Petroverb

**Other:**

Car Washes- Please indicate the cost for a basic car wash for a County owned vehicle at your facility \$ 3.00 - See Attachment B.

Coffee and Soft Drinks- Please indicate the cost for coffee and soft drinks by size for Jefferson County employees. \$ - See Attachment D

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this \_\_\_\_\_ day of \_\_\_\_\_ 2017:

Home Service Oil Company  
Company Name

Bryan Loforth  
Signature  
Bryan Loforth  
Print

Company Address: \_\_\_\_\_  
6910 Front Street / P.O. Box 9  
Barnhart, MO 63013  
Phone: 636-464-5266 x110

County of Jefferson, State of Missouri

Kenneth B. Waller  
Kenneth B. Waller County Executive

I hereby certify under section 50.660 RSMo., there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

  
\_\_\_\_\_  
County Auditor

APPROVED AS TO FORM

  
\_\_\_\_\_  
County Counselor

## COOPERATIVE BID FORM

Bid Name: Local Fuel & Fuel Management Services 2017

**INSTRUCTIONS:** Bidders MUST fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

### COOPERATIVE PROCUREMENT CONTRACT

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020. K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

**Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?**

Yes  No

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

**Bidders are encouraged to extend contract prices to Municipalities and any other tax-supported entities.**

If agreeable to the above, state the minimum dollar value *per order* you will require from a Municipality or any other tax-supported entity (this shall not apply to Jefferson County, Missouri Government, Departments or Divisions):

**MINIMUM DOLLAR VALUE PER ORDER:** \$ Negotiable

BY: Bryan Goborth

TITLE: Executive Vice President

COMPANY: Home Service Oil Company

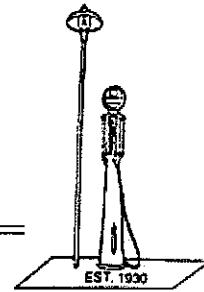
### CONTACT INFORMATION FOR COOPERATIVE AGREEMENT

Phone (636) 464-5266 x110 E-mail bryango@hsocil.com

**THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO JEFFERSON COUNTY, MISSOURI**

# Home Service Oil Company

"SERVICE IS OUR MIDDLE NAME"



6910 FRONT STREET  
Mailing Address: P.O. BOX 9  
BARNHART, MISSOURI 63012  
[www.hsonmail@hsoil.com](mailto:www.hsonmail@hsoil.com)

Telephones  
In Missouri: 1-800-467-5044  
(636) 464-5266 - (636) 797-4600  
FAX (636) 464-6936

8/1/17

It is the pleasure of Home Service Oil Company to be responding to the Jefferson County Invitation for Bid in reference to the "Local Fuel & Fuel Management Services 2017". Along with completing the bid as required by the County, Home Service Oil Company is also submitting several Attachments/Specifications sheets. These are enclosed and listed as Attachments "A" through "I". These attachments display some of the examples of the various reports and billing information that are prepared for the County along with the background data that goes into the process of preparing those reports and calculations. Additionally, these sheets provide additional amenities to the County.

Below is a separate listing of some of the specific features that are available in the fleet management system.

- Detail account statement page
- Fleet management report which includes:
  - Transaction date and time
  - Driver by pin number if specified
  - Vehicle
  - Site of transaction
  - Odometer
  - MPG
  - Fuel Type
  - Quantity
  - Net Price
  - Taxes
  - Total Amount
  - Breakdown by Department
- Fleet information weekly and Monthly
- Upgrades will be instituted as the technology becomes available with the County's permission. Such upgrades that are expected would include on line tracking, accounting, card ordering and various other fleet management tools.

Review: Home Service Oil Company will continue to use the same pricing methods as it has in the past. Fuel prices as noted will be based on DTN ENERGY FAST RACKS which is a nationally recognized industry fuel pricing company. Highway Division Fleet will be priced from the weekly Unbranded Rack Average + the quoted mark up + applicable taxes. Sheriff/Courthouse Fleet will be priced from the weekly Branded Rack Average + the quoted mark up + applicable taxes.

Thank you again for the opportunity to submit this bid and we look forward to the future.

Sincerely,

Bryan Goforth  
Home Service Oil Company

**HOME SERVICE OIL COMPANY**

**JEFFERSON COUNTY “LOCAL FUEL & FUEL MANAGEMENT  
SERVICES BID 2017”**

**“ATTACHMENTS AND SPECIFICATIONS SHEETS TO FOLLOW”**

FLEET CARD FUELING LOCATIONS

Attachment A

<b>EXPRESS MART ARNOLD</b> 1919 Richardson Rd. Arnold, MO 63010 Ph# 636-467-2077 Hours: 24/7 **Emergency Backup Generator	<b>EXPRESS MART BARNHART</b> 7017 Hwy 61-67 Barnhart, MO 63012 Ph# 636-467-6666 Hours: Sunday: 7am - 9pm Mon-Thur: 5am - 10:00pm Friday: 5am - 11pm Saturday: 6am - 11pm	<b>EXPRESS MART BARNHART WEST</b> 1621 Marriott Lane Barnhart, MO 63012 Ph# 636-464-5266 Hours: Sunday: 6am - 10pm Mon-Thur: 5am - 10pm Friday: 5am - 11pm Saturday: 6am - 11pm
<b>EXPRESS MART CEDAR HILL</b> 8200 Industrial Drive Cedar Hill, MO 63116 Ph# 636-285-7000 Hours: 24/7 *CAR WASH **Emergency Backup Generator	<b>EXPRESS MART FESTUS</b> 999 West Gannon Driver Festus, MO 63028 Ph# 636-937-3419 Hours: 24/7 *CAR WASH	<b>EXPRESS MART FESTUS WEST</b> 801 Collins Dr. South Festus, MO 63028 Ph# 636-933-1770 Hours: Sunday: 5:30am - 10pm Mon-Friday: 4:30am - Midnight Saturday: 5:30am - Midnight
<b>FISH'S QUICK SHOP</b> 12973 Hwy 21 Desoto, MO 63020 Ph# 636-586-2929 Hours: 24/7 *CAR WASH **Emergency Backup Generator	<b>EXPRESS MART HILLSBORO</b> 900 Peach Tree Plaza Drive Hillsboro, MO 63050 Ph# 636-789-5695 Hours: 24/7 *CAR WASH **Emergency Backup Generator	<b>EXPRESS MART I55 - TRUCKSTOP</b> 1707 Hwy Z Pevely, MO 63070 Ph# 636-479-4436 Hours: 24/7
<b>LIBERTY PETROLEUM</b> 3625 Athena School Road Desoto, MO 63020 Ph# 636-586-5166 Hours: Sunday: 5:30am - 11pm Mon-Fri: 3:30am - 11pm Saturday: 4:30am - 11pm	<b>EXPRESS MART OTTO</b> 5701 Hwy 21 House Springs, MO 63051 Ph# 636-942-3215 Hours: Sunday: 5am - 11pm Mon-Thur: 5am - 11pm Fri-Sat: 5am - Midnight	<b>EXPRESS MART POTOSI</b> 602 East High Street Potosi, MO 63664 Ph# 573-436-8697 Hours: Sunday: 8am - 8pm Mon-Sat: 4am - 10pm
<b>NISHI, INC</b> 4635 Gravois Road House Springs, MO 63051 Ph# 636-671-1066 Hours: Sunday: 5am - 11:30am Mon-Thur: 5am - Midnight Friday: 5am - 12:30am Saturday: 5am - 12:30am	<b>EXPRESS MART SECKMAN</b> 2865 Seckman Road Imperial, MO 63052 Ph# 636-282-1118 Hours: 24/7 *CAR WASH	

**HOME SERVICE OIL COMPANY**  
**JEFFERSON COUNTY “LOCAL FUEL & FUEL MANAGEMENT**  
**SERVICES BID 2017”**  
**FOR**  
**COMMERCIAL SERVICE STATION LOCATIONS**

**\*CAR WASH DISCOUNT PRICING**

*All Commercial Service Station locations that offer a car wash facility as noted on Attachment A, will provide to the Jefferson County Fleet our “Express Wash” for \$3.00*

*Any other car wash that is desired will be discounted \$2.00 off of the pricing w/fuel purchase schedule as posted at each location.*

*\*All antenna's should be removed prior to entering car wash so to keep from damaging car wash equipment or antenna. Home Service Oil Company and the specific site location is not responsible for damage due to antenna's being left on and up.*

**HOME SERVICE OIL COMPANY**  
**JEFFERSON COUNTY “LOCAL FUEL & FUEL MANAGEMENT**  
**SERVICES BID” 2017**  
**FOR**  
**COMMERCIAL SERVICE STATION LOCATIONS**

**\*\*EMERGENCY BACK UP GENERATORS**

*Commercial Service Station locations that have Emergency Back Up Generators strategically placed around the County to ensure continuous operation even in the most inclement weather as noted on Attachment A.*

**HOME SERVICE OIL COMPANY**

**JEFFERSON COUNTY “LOCAL FUEL & FUEL MANAGEMENT  
SERVICES BID 2017”  
FOR  
COMMERCIAL SERVICE STATION LOCATIONS**

**“FOUNTAIN DRINKS AND COFFEE”**

*\*Commercial Service Station locations will ALL provide FREE medium fountain drinks and coffee to all ON DUTY Sheriff Officer's.*

*\*\*The Express Mart Hillsboro location - 900 Peach Tree Plaza Drive, Hillsboro, Mo - will provide medium fountain drinks and coffee to any Jefferson County employee for .75 cents.*

**HOME SERVICE OIL COMPANY**  
**JEFFERSON COUNTY "LOCAL FUEL & FUEL MANAGEMENT**  
**SERVICES BID 2017"**  
**FOR**  
**COMMERCIAL SERVICE STATION LOCATIONS**

**"80/20 – winter blend for diesel – November thru March"**

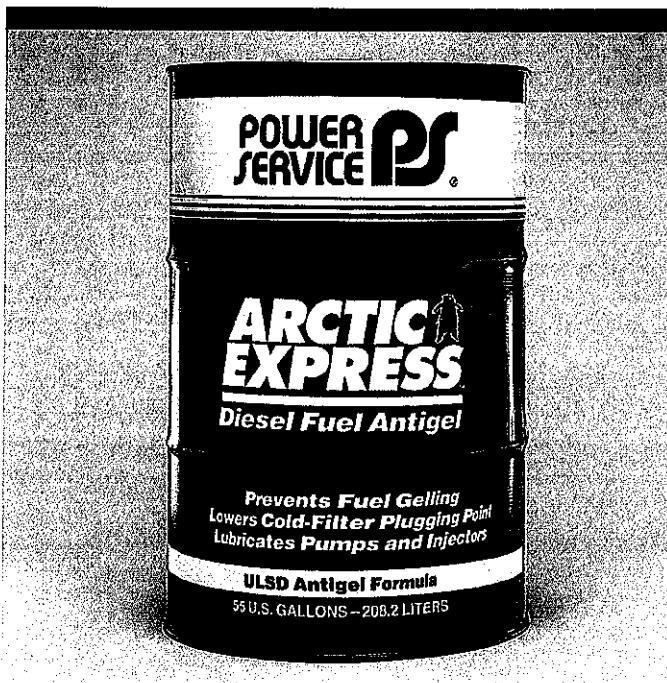
Home Service Oil Company would like to respectfully suggest, what we firmly believe to be a better alternative to using an "80/20 winter blend for diesel" during the winter months. That alternative is using a diesel fuel anti-gel additive. We provide to our customers the additive brand, Power Service diesel fuel additives. We have had a relationship with this brand for almost two decades and firmly believe it to be a superior method to the conventional blending of #2 diesel with a #1 diesel for winter months to prevent gelling of the fuel. After all the years we have this product has performed extremely well in the coldest of winters and customers that scrutinize everything that goes into their diesel engines. This additive not only prevents your diesel fuel from gelling down to negative -40 degrees but it also provides an equal performance of a 50/50 blend of #2 and #1 diesel fuels. Far exceeding the performance of an "80/20" blend. I have included attachments that provide some additional information about the additives. Additionally, there are significant cost savings when using additive as opposed to blending in 20% of #1 diesel fuel which is costly and in many cases in short supply.

If the County would allow Home Service Oil Company to continue to use winter additive as opposed to the 80/20 blend method the price would be an additional .03 cents per gallon during the required November thru March time frame as noted in the bid. Otherwise, by using an 80/20 blend "today" the County would experience an added cost of over .10 cents per gallon over the additive cost method. Sometimes this additional cost can balloon even higher given certain market conditions.

This product is what the County has used for numerous years with no issues reported.

# Arctic Express® Diesel Fuel Antigel

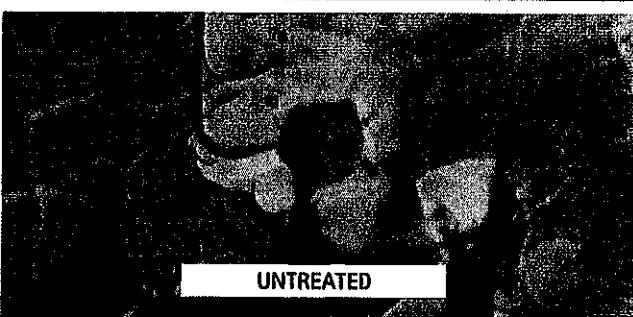
- Ultra Low Sulfur Diesel (ULSD) Compliant – contains less than 15 parts per million (ppm) sulfur
- Effective in all diesel fuels, including ULSD and biodiesel blends containing up to 20% biodiesel (B20)
- Prevents fuel gelling in temperatures as low as -40°F.
- Equals the performance of a 50/50 blend of No. 2 and No. 1 diesel fuels
- Lowers Cold-Filter Plugging Point (CFPP) as much as 36°F. – keeps fuel-filters from plugging with wax
- Keeps fuel liquid during extended engine shutdowns
- Contains anti-icing additive – protects against fuel-filter icing
- Meets lubricity requirements for all diesel fuel injection systems – reduces pump and injector wear
- Excellent cold-weather handling characteristics



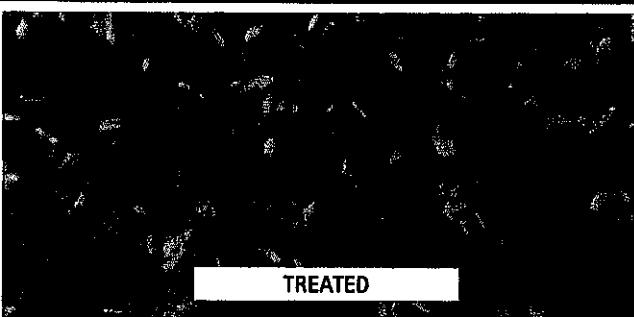
## ***Equals the Performance of a 50/50 Blend of No. 2 and No. 1 Diesel Fuels***

Arctic Express Diesel Fuel Antigel provides better cold-weather operability than blending with kerosene or No. 1 diesel fuel and costs 80 percent less. Arctic Express not only modifies the shape and size of wax crystals which fall out of solution as the temperature decreases, but also prevents the wax crystals from settling to the bottom of fuel tanks during storage. Arctic Express lowers the CFPP of No. 2 diesel fuel as much as 36°F. and prevents fuel gelling in temperatures as low as -40°F. Arctic Express also provides anti-icing and lubricity benefits that are unobtainable with blended fuels.

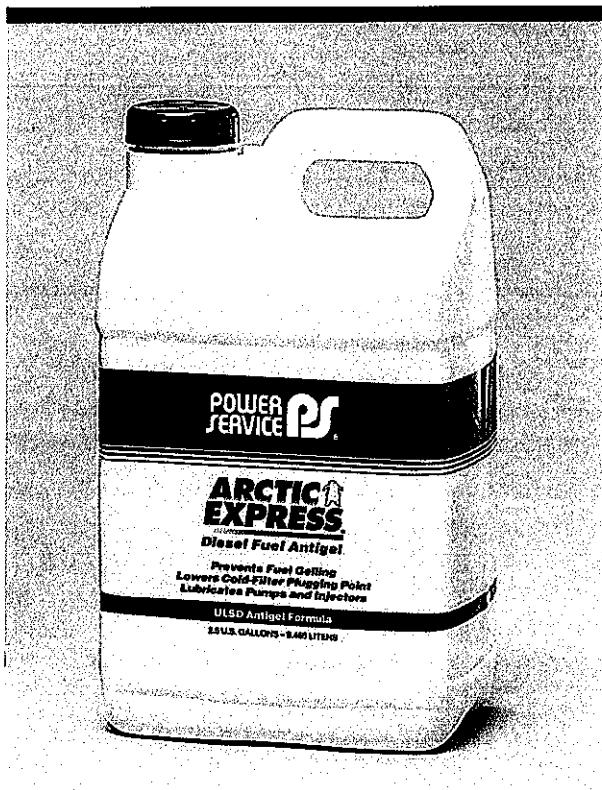
### ARCTIC EXPRESS MODIFIES WAX IN DIESEL FUELS



Without Arctic Express, large wax crystals block filters and transfer lines, causing fuel gelling.



With Arctic Express, small, compact wax crystals flow in suspension for trouble-free winter operation.



**TYPICAL PHYSICAL PROPERTIES OF ARCTIC EXPRESS  
DIESEL FUEL ANTIGEL**

Color . . . . .	Straw
Density (lbs/gal) . . . . .	7.6
Sulfur Content . . . . .	<15 parts per million (ppm)
Flash Point . . . . .	105°F.
Pour Point . . . . .	-40°F.
Minimum Storage Temperature . . . . .	0°F.
Shelf Life . . . . .	Indefinitely In Sealed Container
Solubility	
In Diesel Fuel . . . . .	Completely Soluble
In Biodiesel Blends . . . . .	Completely Soluble
In Home Heating Oil . . . . .	Completely Soluble
In Kerosene or Jet Fuel . . . . .	Completely Soluble
Shipping and Handling	
HM-181 Class . . . . .	Combustible Liquid N.O.S. NA 1993 (Hydrocarbons)

**DIRECTIONS FOR USE:**

Use Arctic Express Diesel Fuel Antigel as directed on the container label. Arctic Express should be added to the fuel at a temperature higher than the fuel's cloud point. To ensure thorough mixing, add prior to filling tanks with diesel fuel. STORE ABOVE 0°F.

**Arctic Express Diesel Fuel Antigel**

Part #	Pack	Treats
<b>CONCENTRATED FORMULA - 1:1,500 TREATMENT RATIO</b>		
7050-02	Two/2.5-Gallon	Two/2.5-Gallon to 7,500 Gallons
7055	55-Gallon Drum	One Drum to 82,500 Gallons
7260	260-Gallon Tote	One Tote to 390,000 Gallons

## ATTACHMENT F

PO BOX 9  
BARNHART, MO 63012

For billing questions call: (636) 467-5044

JEFFERSON COUNTY FLEET SERVICE  
CONTRACT# CI 6LOCALFUEL  
PO BOX 100  
HILLSBORO MO 63050  
Local Office: Home Service Oil Company

Account # **BG1893429**  
Please reference account # on all payments

INVOICE COPY # NP50685039  
DATE 06126/2017  
DUE DATE 07126/2017  
TOTAL BALANCE DUE \$88,979.30  
PAYMENT TERMS Net 30 days - MN

Please make sure to review your report. It may include important notifications about your account.

## DESCRIPTION OF CURRENT ACTIVITIES

Services and Fees as reported 6/25/2017

Date	Description	Quantity.	Amount Due
06/26/2017	Fleet # 1915321 Name: JEFFERSON COUNTY FLEET SERVICE	4,795.111	\$8706.92

Previous Statement Date	Prior Balance	Payments and Adjustments	Current Activity		Total Balance Due
			Quantity	Charges	
06/19/2017	\$80,272.38	\$0.00	4,795.111	\$8,706.92	\$88,979.30

FOR PROPER PAYMENT POSTING, PLEASE SUBMIT YOUR CHECK WITH ONLY THE REMITTANCE COPY BELOW.

REMITTANCE COPY - RETURN THIS STUB WITH PAYMENT

Account # BGI 893429  
JEFFERSON COUNTY FLEET SERVICE  
CONTRACT# CI 6LOCALFUEL  
PO BOX 100  
HILLSBORO MO 63050

## REMIT TO:



Home Service Oil Company  
6910 Front Street  
Barnhart Mo 63012

STATEMENT DATE	06/26/2017
DUE DATE	07/26/2017
TOTAL BALANCE DUE	\$88,979.30
PAYMENT AMOUNT	

\$

# FLEET MANAGEMENT REPORT

Account # **BG1693429**

FLEET # **1915321**

PO BOX 9  
BARNHART, MO 63012

Name: JEFFERSON COUNTY FLEET SERVICE

MATCHING STATEMENT # **NP50685039**

Page: **1 of 26**

## Transaction Detail for Customer NO. 1915321 – JEFFERSON COUNTY FLEET SERVICE; 6/19/2017 – 6/25/2017

Department: 01 SHERIFF DEPARTMENT

DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
<b>40005 – 95 JP CHER 95253</b>												
06/25	07:17	689994	KITCHEN		159394	12.7	UNL	10.658	1.61310	0.17610	\$19.07	
			Miles:		135	12.7		10.658			\$19.07	
<b>40036 – 01 CHV IMPA 01136</b>												
06/23	07:51	689994	G WRIGHT		175029	0.0	UNL	14.507	1.61310	0.17610	\$25.96	
			Miles:		----			14.507			\$25.96	
<b>40043 – 01 CHV IMPA 01145</b>												
06/22	09:54	689990	K NOETH		139504	48.0	UNL	7.436	1.61310	0.17610	\$13.31	
			Miles:		357	48.0		7.436			\$13.31	
<b>40048 – 01 FR CR VIC 01153</b>												
06/22	15:20	689994	D GOBEN		225353	18.0	UNL	15.932	1.61310	0.17610	\$28.51	
			Miles:		287	18.0		15.932			\$28.51	
<b>40058 – 01 FR CR VIC 01163</b>												
06/21	10:29	689994	J DIX JR		172817	18.1	UNL	11.012	1.61310	0.17610	\$19.70	
			Miles:		199	18.1		11.012			\$19.70	
<b>40091 – 04 FR EXCR 04915</b>												
06/22	17:37	689984	D CREWS		121623	11.3	UDSL*	17.119	1.54820	0.17610	\$29.52	
			Miles:		193	11.3		17.119			\$29.52	
<b>40113 – 05 CHV IMPA 05504</b>												
06/20	11:26	689989	L MICHAELS		69469	12.4	UNL	10.151	1.61310	0.17610	\$18.17	
			Miles:		126	12.4		10.151			\$18.17	
<b>40166 – 07 CHV IMPA 07711</b>												
06/22	11:33	689990	M ONEAIL		172707	22.6	UNL	13.383	1.61310	0.17610	\$23.95	
			Miles:		303	22.6		13.383			\$23.95	
<b>40172 – 07 CHV IMPA 07717</b>												
06/21	22:08	689989	C HARRIS		202355	15.1	UNL	14.615	1.61310	0.17610	\$26.15	
06/22	18:16	689989	C HARRIS		202491	15.3	UNL	8.908	1.61310	0.17610	\$15.93	
			Miles:		356	15.2		23.523			\$42.08	
<b>40175 – 07 CHV IMPA 07720</b>												
06/13	05:38	689989	T WHITING		180550	0.0	UNL	10.680	1.68360	0.17610	\$19.87	
06/16	05:47	689989	T WHITING		180710	0.0	UNL	12.006	1.68360	0.17610	\$22.33	
06/17	06:00	689995	T WHITING		180837	0.0	UNL	10.180	1.68360	0.17610	\$18.94	
06/19	23:55	689995	R WAECKERL		100337	30.8	UNL	7.673	1.61310	0.17610	\$13.73	
06/23	17:30	689989	R WAECKERL		100556	28.7	UNL	7.629	1.61310	0.17610	\$13.66	
			Miles:		455	29.8		48.168			\$88.53	
<b>40182 – 07 CHV IMPA 07727</b>												
06/20	01:07	689983	V MARGOLF		145890	13.9	UNL+	7.920	1.75180	0.17610	\$15.27	3
06/20	22:48	689983	V MARGOLF		145964	10.6	UNL+	6.953	1.75180	0.17610	\$13.40	3
06/23	15:33	689983	V MARGOLF		9999	0.0	UNL	0.101	1.61310	0.17610	\$0.18	11
06/23	15:34	689983	V MARGOLF		9991	0.0	UNL	0.136	1.61310	0.17610	\$0.24	11
06/23	15:35	689983	V MARGOLF		9992	5.7	UNL+	0.174	1.75180	0.17610	\$0.33	3
06/23	20:43	689983	V MARGOLF		146091	0.0	UNL+	8.126	1.75180	0.17610	\$15.67	3
06/24	02:46	689983	V MARGOLF		146218	16.8	UNL+	7.567	1.75180	0.17610	\$14.60	3
06/25	03:10	689983	V MARGOLF		146382	13.9	UNL+	11.787	1.75180	0.17610	\$22.72	3
			Miles:		476	12.2		42.764			\$82.41	

# FLEET MANAGEMENT REPORT

Account # **BG1893429**

PO BOX 9  
BARNHART, MO 63012

FLEET # **1915321**

Name: JEFFERSON COUNTY FLEET SERVICE

MATCHING STATEMENT # **NP50685039**

Page: **2 of 26**

DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
<b>40184 - 07 CHV IMPA 07729</b>												
06/21	10:21	689994	B CLOUSE		161119	23.2	UNL	9.886	1.61310	0.17610	\$17.68	
			Miles:		229	23.2		9.886			\$17.68	
<b>40186 - 08 DGE RAM 08105</b>												
06/19	13:15	689990	N SCHUENEM		159278	10.6	UNL	28.930	1.61310	0.17610	\$51.76	
06/24	07:29	689990	N SCHUENEM		159474	8.7	UNL	22.408	1.61310	0.17610	\$40.10	
			Miles:		503	9.7		51.338			\$91.86	
<b>40295 - 10 FRD F150 1110001</b>												
06/20	10:49	689983	R HOELZER		155828	14.0	UNL	14.369	1.61310	0.17610	\$25.71	
06/23	12:40	689983	R HOELZER		155946	11.9	UNL	9.940	1.61310	0.17610	\$17.77	
06/25	12:00	689984	R HOELZER		156108	13.2	UNL	12.302	1.61310	0.17610	\$22.01	
			Miles:		481	13.0		36.611			\$65.49	
<b>40296 - 10 FRD F150 10002</b>												
06/21	06:00	689984	A DENNIS		96885	0.0	UNL	13.477	1.61310	0.17610	\$24.11	11
06/21	16:15	689995	A DENNIS		96991	25.8	UNL	9.958	1.61310	0.17610	\$17.80	
06/22	15:09	689984	A DENNIS		97096	9.3	UNL	11.283	1.61310	0.17610	\$20.19	
			Miles:		362	17.6		34.718			\$62.10	
<b>40300 - 05 CHV IMPA 05500</b>												
06/19	15:28	689994	S WINN		215466	20.3	UNL	5.966	1.61310	0.17610	\$10.66	
06/23	15:32	689994	S WINN		215568	15.2	UNL	6.726	1.61310	0.17610	\$12.03	
			Miles:		223	17.8		12.692			\$22.69	
<b>40303 - 10 CHVY IMPA 10007</b>												
06/19	07:40	689991	T DENNIS		177241	13.4	UNL	10.850	1.61310	0.17610	\$19.41	
06/20	09:19	689995	T DENNIS		177357	14.9	UNL	7.774	1.61310	0.17610	\$13.91	
06/21	12:57	689995	T DENNIS		177533	15.6	UNL	11.279	1.61310	0.17610	\$20.18	
06/22	14:49	689991	T DENNIS		177694	17.9	UNL	9.005	1.61310	0.17610	\$16.11	
06/23	10:09	689994	T DENNIS		177766	8.0	UNL	9.005	1.61310	0.17610	\$16.11	
06/24	09:34	689991	T DENNIS		177832	14.7	UNL	4.503	1.61310	0.17610	\$8.05	
06/25	06:05	689991	T DENNIS		177867	4.7	UNL	7.372	1.61310	0.17610	\$13.19	
			Miles:		771	12.7		59.788			\$106.96	
<b>40305 - 10 CHVY IMPA 10009</b>												
06/20	13:53	689983	C WINSTON		144456	48.9	UNL	10.301	1.61310	0.17610	\$18.44	
06/23	13:40	689983	C WINSTON		144319	0.0	UNL	8.930	1.61310	0.17610	\$15.97	11
			Miles:		504	48.9		19.231			\$34.41	
<b>40306 - 10 CHVY TAHOE 10010</b>												
06/06	07:07	689984	D FRANK		161278	16.3	UNL	15.408	1.78380	0.17610	\$30.20	
06/13	07:21	689984	D FRANK		161469	15.8	UNL	12.115	1.68360	0.17610	\$22.54	
			Miles:		442	16.1		27.523			\$52.74	
<b>40309 - 10 CHVY TAHOE 10013</b>												
06/02	18:22	689984	G HAMBY		164259	0.0	UNL	17.623	1.82800	0.17610	\$35.32	11
06/08	09:41	689984	G HAMBY		164813	0.0	UNL	19.479	1.78380	0.17610	\$38.18	11
06/20	12:08	689983	G HAMBY		165548	15.3	UNL	15.913	1.61310	0.17610	\$28.48	
06/23	17:28	689991	G HAMBY		165832	13.3	UNL	21.425	1.61310	0.17610	\$38.32	
			Miles:		527	14.3		74.440			\$140.30	
<b>40331 - 11 FRD CRN VIC 11013</b>												
06/01	09:16	689984	K NOETH		199174	0.0	UNL	8.035	1.82800	0.17610	\$16.11	11
06/13	13:44	689984	K NOETH		200169	22.6	UNL	4.875	1.68360	0.17610	\$9.06	
06/20	16:31	689994	G HOPPLER		200421	21.5	UNL	11.734	1.61310	0.17610	\$20.99	

# FLEET MANAGEMENT REPORT

Account # BG1893429

FLEET # 1915321

PO BOX 9  
BARNHART, MO 63012

Name: JEFFERSON COUNTY FLEET SERVICE

MATCHING STATEMENT # NP50685039

Page: 19 of 26

## Transaction Detail for Customer NO. 1915321 – JEFFERSON COUNTY FLEET SERVICE; 6/19/2017 – 6/25/2017

Department: 07 MAINTENANCE

DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
<b>40083 – 02 FORD F250 408</b>												
06/20	11:21	689994	J AMSDEN		131648	9.0	UNL	13.119	1.61310	0.17610	\$23.47	
				Miles:		118	9.0		13.119			\$23.47
<b>40316 – 02 FRD F250 PW415</b>												
06/20	13:50	689994	F JERRY BA		173251	11.7	UNL	21.834	1.61310	0.17610	\$39.06	
				Miles:		256	11.7		21.834			\$39.06
<b>40486 – 06 FORD F250 2006412</b>												
06/12	11:15	689994	T MISSEY		140680	7.8	UNL	17.788	1.68360	0.17610	\$33.08	
				Miles:		138	7.8		17.788			\$33.08
<b>40509 – 05 FRD ESC 1005133</b>												
06/22	11:39	689994	D WAITES		172822	22.3	UNL	9.004	1.61310	0.17610	\$16.10	
				Miles:		201	22.3		9.004			\$16.10
<b>Department: 07 MAINTENANCE</b>												
							UNL	61.745			\$111.71	
							Department Totals -	61.745				\$111.71

### SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
SITE #	SITE NAME	ADDRESS	CITY	STATE
689994	Em Hillsboro	10752 Hwy 21	Hillsboro	MO

# FLEET MANAGEMENT REPORT

Account # **BG1893429**  
 FLEET # **1915321**  
 Name: **JEFFERSON COUNTY FLEET SERVICE**  
 MATCHING STATEMENT # **NP50685039**  
 Page: **20 of 26**

PO BOX 9  
 BARNHART, MO 63012

## Transaction Detail for Customer NO. 1915321 – JEFFERSON COUNTY FLEET SERVICE; 6/19/2017 – 6/25/2017

Department: 08 BUILDING COMMISSION

DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
DATE	TIME	SITE	DRIVER	MISC PROMPT	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
<b>40250 – 06 FR ESCAP 06317</b>												
06/19	08:04	689994	D GRADY		210320	20.3	UNL	11.740	1.61310	0.17610	\$21.01	
06/21	10:43	689995	D GRADY		210580	20.9	UNL	12.470	1.61310	0.17610	\$22.32	
06/22	15:19	689994	D GRADY		210800	21.1	UNL	10.430	1.61310	0.17610	\$18.66	
				Miles:		718	20.8		34.640			\$61.99
<b>40322 – 11 FORD ESCAPE 11004</b>												
06/21	07:50	689994	D PARTNEY		139844	26.6	UNL	9.719	1.61310	0.17610	\$17.38	
				Miles:		259	26.6		9.719			\$17.38
<b>40323 – 11 FORD ESCAPE 11005</b>												
06/20	08:12	689994	T CHURA		140070	24.2	UNL	11.504	1.61310	0.17610	\$20.59	
06/21	14:51	689994	T CHURA		140293	23.5	UNL	9.504	1.61310	0.17610	\$17.00	
06/23	15:13	689994	T CHURA		140582	24.6	UNL	11.755	1.61310	0.17610	\$21.03	
				Miles:		790	24.1		32.763			\$58.62
<b>40324 – 11 FORD ESCAPE 11006</b>												
06/20	15:06	689994	C DOUGLAS		136034	20.7	UNL	10.639	1.61310	0.17610	\$19.04	
06/22	15:11	689994	C DOUGLAS		136242	23.8	UNL	8.753	1.61310	0.17610	\$15.66	
				Miles:		428	22.3		19.392			\$34.70
<b>40326 – 11 FORD ESCAPE 11008</b>												
06/06	10:10	689984	P LOWERY		116593	0.0	UNL	11.515	1.78380	0.17610	\$22.57	11
06/19	14:39	689993	P LOWERY		117354	20.3	UNL	9.478	1.61310	0.17610	\$16.95	
06/23	07:40	689994	P LOWERY		117649	22.6	UNL	13.030	1.61310	0.17610	\$23.32	
				Miles:		487	21.5		34.023			\$62.84
<b>40327 – 11 FORD ESCAPE 11009</b>												
06/19	07:43	689994	T KIME		215809	29.6	UNL	5.980	1.61310	0.17610	\$10.70	
06/20	07:40	689994	T KIME		215952	35.0	UNL	4.080	1.61310	0.17610	\$7.29	
06/21	07:45	689994	T KIME		216105	31.0	UNL	4.928	1.61310	0.17610	\$8.81	
06/22	07:38	689994	T KIME		216226	33.5	UNL	3.615	1.61310	0.17610	\$6.46	
06/23	07:41	689994	T KIME		216401	33.0	UNL	5.300	1.61310	0.17610	\$9.48	
				Miles:		769	32.4		23.903			\$42.74
<b>40423 – 11 FRD ESCAPE 11007</b>												
06/20	07:38	689994	P TINNIN		124042	22.6	UNL	6.776	1.61310	0.17610	\$12.12	
06/22	08:02	689994	P TINNIN		124248	22.6	UNL	9.109	1.61310	0.17610	\$16.29	
				Miles:		359	22.6		15.885			\$28.41
DATE	TIME	SITE	DRIVER		ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
Department: 08 BUILDING COMMISSION												
							UNL	170.325			\$306.68	
							Department Totals -	170.325			\$306.68	

### SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
SITE #	SITE NAME	ADDRESS	CITY	STATE
689984	Express Mart Otto	5701 Hwy 21	Otto	MO
689993	Em I-55 Truck Side	1707 Hwy Z	Pevely	MO
689994	Em Hillsboro	10752 Hwy 21	Hillsboro	MO
689995	Em Seckman	2865 Seckman Road	Imperial	MO

~~PERIODIC~~  
**\* Attachment 6:**  
**Employee List**

The Employee List

Date April 5, 2011

Part 97611 Home Service Oil Company

Information 1915321 JEFFERSON COUNTY FLEET SERVICE  
 CONTRACT # C09FUELIN  
 HILLSBORO, MO 63050  
 Phone: (636) 797-5399

Employee Number	Name	PIN	Department	Date Last Activity	Vehicle Restriction	Lock Code	Lock Reason	Lock Date	Create Date
00338	J AKINS	04714		03/30/2011	ALL	Unlocked			06/19/2009
00343	K BALES	05122		03/29/2011	ALL	Unlocked			06/19/2009
00346	M ALLEN	01801		03/23/2010	ALL	Unlocked			06/19/2009
00347	W ALLRED	01811		04/04/2011	ALL	Unlocked			06/19/2009
00348	D ALLEN	01402		03/31/2011	ALL	Unlocked			06/19/2009
00349	M AKINS	01409			ALL	Unlocked			06/19/2009
00351	K KAINLEY	01084		04/04/2011	ALL	Unlocked			06/19/2009
00352	G ALDERSON	01379			ALL	Unlocked			06/19/2009
00353	D ALGREN	01081		05/17/2010	ALL	Unlocked			06/19/2009
00354	J ALLEN	02111		04/04/2011	ALL	Unlocked			06/19/2009
00355	J ANTHONOS	01610		04/04/2011	ALL	Unlocked			06/19/2009
00357	R ARNHART	01014		04/01/2011	ALL	Unlocked			06/19/2009
00358	D AYLESWOH	01575		04/04/2011	ALL	Unlocked			06/19/2009
00359	C BARKER	01413		04/04/2011	ALL	Unlocked			06/19/2009
00360	F JERRY BARNES	01993		04/01/2011	ALL	Unlocked			06/19/2009
00361	A BATTREAL	01071		04/04/2011	ALL	Unlocked			06/19/2009
00362	T BECKER	01429		11/19/2010	ALL	Unlocked			06/19/2009
00363	C BEIER	01072		03/31/2011	ALL	Unlocked			06/19/2009
00367	G BOHN	01291		04/02/2011	ALL	Unlocked			06/19/2009
00368	G BOYER	01001		04/04/2011	ALL	Unlocked			06/19/2009
00369	G BOYER	01443		04/04/2011	ALL	Unlocked			06/19/2009
00371	R BROWN	01010		03/29/2011	ALL	Unlocked			06/19/2009
00372	G BOYD	04933		04/04/2011	ALL	Unlocked			06/19/2009
00374	E BURGARD	01154		04/03/2011	ALL	Unlocked			06/19/2009
00375	M BURGESS	01988		04/04/2011	ALL	Unlocked			06/19/2009
00376	S BURKARD	01142		03/18/2011	ALL	Unlocked			06/19/2009
00380	S BOWEN	02681			ALL	Unlocked			06/19/2009
00381	C BANKS	01100		12/07/2010	ALL	Unlocked			06/19/2009
00382	D CREWS	01115		04/02/2011	ALL	Unlocked			06/19/2009
00384	B CAGE	01401		03/17/2011	ALL	Unlocked			06/19/2009
00385	J BOXX	01347		03/29/2011	ALL	Unlocked			06/19/2009
00387	K CARLE	01023		03/30/2011	ALL	Unlocked			06/19/2009
00388	S GERARD	01482			ALL	Unlocked			06/19/2009

\* Attachment #

### Title: Vehicle Listing

For: 97611 Home Service Oil Company  
Date: April 5, 2011

卷之三

CONTRACT # COSFUEJN  
HILLSBORO, OR 97102

Document Number	Description	Line Item	Unit of Job	Classification	Department	First Grade	Employment Status	Shift	Start Time	End Time	Spent Time	Spent on the Job	Spent on Training	Spent on Work	Spent on Action	Spent on the Week	Spent on the Month	Spent on the Year	Spent on Duty	Spent on Leave	Spent on Personal	Other Monthly Duties	Other Monthly Duties
0102	SS FR SVC	Unlocked			T076497611003584	01 SHERIFF	REPORT																
0027	95-1P CHER	Unlocked			04/04/2011	7076497611003587	01 SHERIFF	REPORT															
95-23	95-FR BRON	Unlocked			07/04/2011	7076497611003659	01 SHERIFF	REPORT															
0029	95-FR BRONCO	Unlocked			07/04/2011	7076497611003671	01 SHERIFF	REPORT															
0111	SP-1	Unlocked			08/05/2010	7076497611003673	01 SHERIFF	REPORT															
0112	SPARE 2	Unlocked			7076497611003674	01 SHERIFF	REPORT																
0113	SPARE 1	Unlocked			12/09/2010	7076497611003675	01 SHERIFF	REPORT															
0119	97-TAURUS	Unlocked			07/04/2011	7076497611003686	01 SHERIFF	REPORT															
0120	88-CRV STV	Unlocked			07/04/2011	7076497611003681	01 SHERIFF	REPORT															
0123	00-FORD E350	Unlocked			12/12/2010	7076497611003682	01 SHERIFF	REPORT															
0124	00-FORD E350	Unlocked			07/04/2011	7076497611003685	01 SHERIFF	REPORT															
0125	00-FRD EXP	Unlocked			07/04/2011	7076497611003686	01 SHERIFF	REPORT															
0126	00-CIVI ISPA	Unlocked			04/04/2011	7076497611003687	01 SHERIFF	REPORT															
0127	00-FRD EXPD	Unlocked			07/04/2011	7076497611003688	01 SHERIFF	REPORT															
0128	01-CIVI ISPA	Unlocked			07/04/2011	7076497611003689	01 SHERIFF	REPORT															
0129	01-CIVI ISPA	Unlocked			07/04/2011	7076497611003690	01 SHERIFF	REPORT															
0130	01-CIVI ISPA	Unlocked			07/04/2011	7076497611003691	01 SHERIFF	REPORT															
0131	01-CIVI ISPA	Unlocked			07/04/2011	7076497611003692	01 SHERIFF	REPORT															
0132	01-CIVI ISPA	Unlocked			07/04/2011	7076497611003693	01 SHERIFF	REPORT															
0133	01-CIVI VAN	Unlocked			07/04/2011	7076497611003694	01 SHERIFF	REPORT															
0134	01-CIVI VAN	Unlocked			07/04/2011	7076497611003695	01 SHERIFF	REPORT															
0135	01-CIVI VAN	Unlocked			07/04/2011	7076497611003696	01 SHERIFF	REPORT															
0136	01-CIVI VAN	Unlocked			07/04/2011	7076497611003697	01 SHERIFF	REPORT															
0137	01-CIVI VAN	Unlocked			07/04/2011	7076497611003698	01 SHERIFF	REPORT															
0138	01-CIVI VAN	Unlocked			07/04/2011	7076497611003699	01 SHERIFF	REPORT															
0139	01-CIVI VAN	Unlocked			07/04/2011	7076497611003700	01 SHERIFF	REPORT															
0140	01-CIVI VAN	Unlocked			07/04/2011	7076497611003701	01 SHERIFF	REPORT															
0141	01-CIVI VAN	Unlocked			07/04/2011	7076497611003702	01 SHERIFF	REPORT															
0142	01-CIVI VAN	Unlocked			07/04/2011	7076497611003703	01 SHERIFF	REPORT															
0143	01-CIVI VAN	Unlocked			07/04/2011	7076497611003704	01 SHERIFF	REPORT															
0144	01-CIVI VAN	Unlocked			07/04/2011	7076497611003705	01 SHERIFF	REPORT															
0145	01-CIVI VAN	Unlocked			07/04/2011	7076497611003706	01 SHERIFF	REPORT															
0146	01-CIVI VAN	Unlocked			07/04/2011	7076497611003707	01 SHERIFF	REPORT															
0147	01-FR CIVIC	Unlocked			04/04/2011	7076497611003709	01 SHERIFF	REPORT															
0148	01-FR CIVIC	Unlocked			07/04/2011	7076497611003710	01 SHERIFF	REPORT															
0149	01-FR CIVIC	Unlocked			04/04/2011	7076497611003713	01 SHERIFF	REPORT															
0150	01-FR CIVIC	Unlocked			07/04/2011	7076497611003715	01 SHERIFF	REPORT															
0151	01-FR CIVIC	Unlocked			04/04/2011	7076497611003716	01 SHERIFF	REPORT															
0152	01-FR CIVIC	Unlocked			04/04/2011	7076497611003717	01 SHERIFF	REPORT															
0153	01-FR CIVIC	Unlocked			07/04/2011	7076497611003718	01 SHERIFF	REPORT															
0154	01-FR CIVIC	Unlocked			04/04/2011	7076497611003719	01 SHERIFF	REPORT															
0155	01-FR CIVIC	Unlocked			04/04/2011	7076497611003720	01 SHERIFF	REPORT															

Page 1

**From:** petromail@dtneenergy.com  
**Sent:** Monday, July 31, 2017 6:30 AM  
**To:** bryang@hsoil.com  
**Subject:** Rack Message from DPD1 for St.L MO/HartWdr GRS 07-31-2017 06:28:38

## DTN FastRacks

DPD1 A848 RCK-4874 07-31-17 START MSG

dtnFastRacks(tm) Ultra Low Sulfur Diesel Undyed 07/31/2017 06:27:20 CT

Prices BEFORE prompt payment discount

PADD2 0418 St.Louis MO/HartfordWoodriver, IL Currency=USD, Unit of Measure=GLL

## MOVE

SUPPLIER	CITY	TERMINAL	EX C	ULS #2	MOVE	ULS #1	ULS PR	DATE	TERM
HWRT	U Hrtf HWRT		Y +1.6699	+0.0299	----	+1.6899		0728	N-10
JDStreett	U StLs JD Streett		Y +1.6700	+0.0050	----	----		0728	N-10
Growmark	U WdRv KMEP		Y +1.6714	+0.0072	----	----		0728	N-10
Shell	U Hrtf HWRT		Y +1.6716	+0.0273	----	----	0728	N-10	
Shell	U StLs Buckeye N		Y +1.6716	+0.0273	----	----	0728	N-10	
Center	U StLs JD Streett		Y +1.6770	+0.0365	----	----	0728	N-10	
PSX	B WdRv KMEP		Y +1.6875	+0.0180	----	----	0728	1-10	
PSX	B EStL PSX		Y +1.6875	+0.0180	----	----	0728	1-10	
PSX	B StLs Buckeye N		Y +1.6875	+0.0180	----	----	0728	1-10	
Shell	B Hrtf HWRT		Y +1.6885	+0.0276	----	----	0728	1-10	
Shell	B StLs Buckeye N		Y +1.6885	+0.0276	----	----	0728	1-10	
BP Oil	B WdRv KMEP		Y +1.6949	+0.0290	----	----	0728	1-10	
BP Oil	B EStL PSX		Y +1.6949	+0.0290	----	----	0728	1-10	
XOM	B EStL PSX		Y +1.6976	+0.0266	----	----	0728	1-10	
XOM	B StLs JD Streett		Y +1.6976	+0.0266	----	----	0728	1-10	
XOM	B StLs Buckeye N		Y +1.6976	+0.0266	----	----	0728	1-10	
Cenex	B Hrtf HWRT		Y +1.7001	+0.0187	----	----	0728	1-10	
Cenex	B EStL PSX		Y +1.7001	+0.0202	----	----	0728	1-10	
Sinclair	B EStL PSX		Y +1.7058	+0.0467+2.2627	----	----	0728	1-10	
Sinclair	U EStL PSX		Y +1.7058	+0.0467+2.2627	----	----	0728	1-10	
AOTEEnrgyA	U WdRv KMEP		Y +1.7200	+0.0365	----	----	0728	N-10	
PSX	U WdRv PSX		Y +1.7200	+0.0350	----	----	0728	N-10	
Apex Oil	U StCh Magellan		Y +1.7295	+0.0150	----	----	0728	N-10	
HWRT	U StCh Magellan		Y +1.7349	+0.0249	----	+1.7549	0728	N-10	
Rack Avg		1.6946		2.2627	1.7224				
Rack Low		1.6699		2.2627	1.6899				
Rack High		1.7349		2.2627	1.7549				
Brand Avg		1.6945		2.2627					
Unbrand Avg		1.6947		2.2627	1.7224				
Brand Low		1.6875		2.2627					
Brand High		1.7058		2.2627					
Unbrand Low		1.6699		2.2627	1.6899				
Unbrand High		1.7349		2.2627	1.7549				
Contract Avg	07/31/2017	1.6946		2.2627	1.7224				
Thur/Pub/Avg	07/27/2017	1.6511		2.2232	1.6819				
Contract NET Avg	07/31/2017	1.6847		2.2401	1.7224				

dtnFastRacks(tm) Ultra Low Sulfur Winter Diesel 07/31/2017 06:27:20 CT

Prices BEFORE prompt payment discount

PADD2 0418 St.Louis MO/HartfordWoodriver, IL Currency=USD, Unit of Measure=GLL

## MOVE

SUPPLIER	CITY	TERMINAL	EX C	ULS2W	MOVE	ULSWD	DATE	TERM
JDStreett	U StLs JD Streett		Y +1.6900	+0.0050	----		0728	N-10
PSX	B EStL PSX		Y +1.7178	+0.0180+1.7229	----		0728	1-10
Cenex	B Hrtf HWRT		Y +1.7201	+0.0187+1.7241	----		0728	1-10

## MOVE

SUPPLIER	CITY	TERMINAL	EX C	ULS2B5	MOVE	ULS2B2	DATE	TERM
HWRT	U Hrtf	HWRT		Y +1.6769	+0.0284+1.6727		0728	N-10
Rack Avg			1.6769	1.6727				
Rack Low			1.6769	1.6727				
Rack High			1.6769	1.6727				
Unbrand Avg			1.6769	1.6727				
Unbrand Low			1.6769	1.6727				
Unbrand High			1.6769	1.6727				
Contract Avg	07/31/2017		1.6769	1.6727				
Thur/Pub/Avg	07/27/2017		1.6344	1.6284				
Contract NET Avg	07/31/2017		1.6769	1.6727				

dtnFastRacks(tm) ULS 11% & 20% Biodiesel 07/31/2017 06:27:20 CT

Prices BEFORE prompt payment discount

PADD2 0418 St.Louis MO/HartfordWoodriver, IL Currency=USD, Unit of Measure=GLL

## MOVE

SUPPLIER	CITY	TERMINAL	EX C	UL2B11	MOVE	UL2B20	DATE	TERM
HWRT	U Hrtf	HWRT		Y +1.6853	+0.0266+1.6979		0728	N-10
Rack Avg			1.6853	1.6979				
Rack Low			1.6853	1.6979				
Rack High			1.6853	1.6979				
Unbrand Avg			1.6853	1.6979				
Unbrand Low			1.6853	1.6979				
Unbrand High			1.6853	1.6979				
Contract Avg	07/31/2017		1.6853	1.6979				
Thur/Pub/Avg	07/27/2017		1.6465	1.6645				
Contract NET Avg	07/31/2017		1.6853	1.6979				

dtnFastRacks(tm) RFG 10% Eth VOC1 07/31/2017 06:27:20 CT

Prices BEFORE prompt payment discount

PADD2 0418 St.Louis MO/HartfordWoodriver, IL Currency=USD, Unit of Measure=GLL

## MOVE

SUPPLIER	CITY	TERMINAL	EX C	UR10V1	MOVE	MR10V1	93R1V1	91R1V1	DATE	TERM
JDStreett	U StLs	JD Streett	Y +1.6325	+0.0175+1.7525	+1.9725	----	0728	N-10		
Shell	U StLs	JD Streett	Y +1.6521	+0.0219	----	+2.0857	----	0728	N-10	
Shell	U StLs	Buckeye N	Y +1.6521	+0.0219+1.9151	+2.0857	----	0728	N-10		
AOTEEnrgyA	U WdRv	KMEP	Y +1.6587	+0.0213	----	----	0728	N-10		
Center	U StLs	JD Streett	Y +1.6800	+0.0300	----	----	0728	N-10		
PSX	B WdRv	KMEP	Y +1.6982	+0.0170+1.8194	+2.0517	+1.9810	0728	1-10		
PSX	B EStL	PSX	Y +1.6982	+0.0170+1.8194	+2.0517	+1.9810	0728	1-10		
PSX	B StLs	Buckeye N	Y +1.6982	+0.0170+1.8194	+2.0517	+1.9810	0728	1-10		
XOM	B EStL	PSX	Y +1.7015	+0.0090+1.8515	+2.1115	----	0728	1-10		
XOM	B StLs	JD Streett	Y +1.7015	+0.0090+1.8515	+2.1115	----	0728	1-10		
XOM	B StLs	Buckeye N	Y +1.7015	+0.0090+1.8515	+2.1115	----	0728	1-10		
BP Oil	B WdRv	KMEP	Y +1.7061	+0.0232+1.8611	+2.1171	----	0728	1-10		
BP Oil	B EStL	PSX	Y +1.7061	+0.0232+1.8611	+2.1171	----	0728	1-10		
BP Oil	B StLs	Buckeye N	Y +1.7061	+0.0232+1.8611	+2.1171	----	0728	1-10		
Shell	B WdRv	KMEP	Y +1.7130	+0.0242+1.8519	+2.1986	----	0728	1.25		
Shell	B Hrtf	HWRT	Y +1.7130	+0.0242+1.8519	+2.1986	----	0728	1.25		
Shell	B StLs	JD Streett	Y +1.7130	+0.0242+1.8519	+2.1986	----	0728	1.25		
Shell	B StLs	Buckeye N	Y +1.7130	+0.0242+1.8519	+2.1986	----	0728	1.25		
HWRT	U Hrtf	HWRT	Y +1.7205	+0.0260+1.8516	+2.0674	+1.9460	0728	N-10		
Cenex	B Hrtf	HWRT	Y +1.7443	+0.0173+1.8543	----	----	0728	1-10		
Rack Avg			1.6955	1.8457	2.1086	1.9723				
Rack Low			1.6325	1.7525	1.9725	1.9460				
Rack High			1.7443	1.9151	2.1986	1.9810				
Brand Avg			1.7081	1.8470	2.1258	1.9810				
Unbrand Avg			1.6660	1.8397	2.0528	1.9460				
Brand Low			1.6982	1.8194	2.0517	1.9810				
Brand High			1.7443	1.8611	2.1986	1.9810				