



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: June 4, 2024

** = Mandatory, information must be provided*

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Senergy Petroleum, LLC.

***Project Title/Description:**

Motor Vehicle Fuel

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-24-154, Amendment No. 01. This Amendment adds all fuel types; Unleaded Gasoline, Diesel, and Diesel Exhaust Fluid (DEF) to the Contract by replacing Exhibit A with Exhibit A1 and Exhibit B with Exhibit B1. No additional funding is required. Administering Department: Fleet Services.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.24.010, Cooperative procurement, on 04/16/2024, the Board of Supervisors approved an award of contract for an initial term of one (1) year and an annual award amount of \$2,700,000.00 with four (4) one-year renewal options.

This request is to maintain the ability to order all fuel types from multiple vendors to secure acceptable fuel levels and maximize delivery efficiencies.

PRCUID: 517823

Attachment: Amendment No. 1

***Program Goals/Predicted Outcomes:**

To provide Pima County Fleet Services with purchasing and delivering automotive fuels and exhaust additives.

***Public Benefit:**

The cost-effective purchase and supply of gasoline and diesel for County vehicles and equipment to perform operational, administrative, and transportation functions and keep fuel stations supplied in case of emergencies.

***Metrics Available to Measure Performance:**

Verify pricing using OPIS daily rates and the discounts provided by fuel contractors. Measure the timeframe from fuel order to site delivery at each County station.

***Retroactive:**

Yes, the original intent was to have multiple vendors for fuel.

TO: COB 5/20/2024
7 PAGES
VERSION 5

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No
 If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No
 If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 24-154
 Amendment No.: 01 AMS Version No.: 05
 Commencement Date: 05/01/2024 New Termination Date: N/A
 Prior Contract No. (Synergen/CMS): N/A

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ N/A

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____

***Funding Source(s) required:** Fleet Services OPS

Funding from General Fund? ☐ Yes ☒ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards) ☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Amendment Number: _____
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

***Match funding from General Fund?** ☐ Yes ☐ No If Yes \$ _____ % _____

***Match funding from other sources?** ☐ Yes ☐ No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Procurement Officer: Maria Julia Canizales Digitally signed by Maria Julia Canizales Date: 2024.05.16 15:42:31 -07'00' Division Manager: Ana Wilber Digitally signed by Ana Wilber Date: 2024.05.16 15:44:05 -07'00'
 Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer Date: 2024.05.16 16:42:16 -07'00' Telephone: (520) 724- 8167

Department Director Signature: [Signature] Date: 5-17-2024
 Deputy County Administrator Signature: [Signature] Date: 5-17-2024
 County Administrator Signature: [Signature] Date: 5/17/24

Pima County Department of Fleet Services

Project: Motor Vehicle Fuel

Contractor: Senergy Petroleum, LLC.

Contract No.: MA-PO-24-154

Contract Amendment No.: 01

Orig. Contract Term: 04/30/2024 - 04/29/2025	Orig. Amount:	\$2,700,000.00
Termination Date Prior Amendment: N/A	Prior Amendments Amount:	\$ 0.00
Termination Date This Amendment: 04/29/2025	This Amendment Amount:	\$ 0.00
	Revised Total Amount:	\$2,700,000.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On April 30, 2024, County and Contractor entered into the above referenced agreement to provide Motor Vehicle Fuel.

1.2. Purpose. County requires to secure additional sources for the provision of all fuel types; Unleaded, Diesel, and Diesel Exhaust Fluid (DEF).

2. Scope of Services. The Parties have agreed to revise the Scope of Services as described in Exhibit A1: General Specifications (2 pages).

3. Compensation and Payment. The Parties have agreed to revise the Rates as described in Exhibit B1: Pricing Page (3 pages)

The effective date of this Amendment shall be May 1, 2024.

(THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO CONTENT

[Signature]
Department Head

5-16-2024
Date

CONTRACTOR

Carlos Zubiate
Authorized Officer Signature

Carlos Zubiate / Contract Specialist
Printed Name and Title

05/16/2024
Date

This contract template has been approved as to form by the Pima County Attorney's Office.

Exhibit A1: General Specifications (2 pages)

1. Plant Pick Up:

- 1.1. Contractors must have a Tucson facility and adequate staff to assist in the plant pickup of unleaded, diesel and Diesel Exhaust Fluid (DEF) County service trucks. The average capacity of a Pima County service truck is 900 gallons.
- 1.2. County reserves the right to inspect the Contractor's facility during working hours.

2. Delivery:

- 2.1. Contractor must deliver unleaded, diesel and DEF fuel to selected County priority emergency diesel-powered generators located at 3434 E. 22nd Street, Tucson, Arizona, on an as-needed basis or during an emergency incident. Deliveries of quantities as small as 900 gallons may be required; see the list below.
 - PECOC01 1347 gallons AST
 - PECOC02 1347 gallons AST
 - PECOC03 1347 gallons AST
- 2.2. Contractor will provide fuel polishing on as-needed basis for County generators.
- 2.3. Delivery to 190 W Pennington Street location must be between 6:00 p.m. and 6:00 a.m.
- 2.4. Unleaded, diesel and DEF fuel deliveries to Ajo, AZ must be full load (6000 gallon +).
- 2.5. Contractor must provide the County with unleaded, diesel and DEF in the estimated amounts and at the prices outlined in Exhibit B: Pricing Page (1 page). Deliveries must be made with prior arrangements between the County and the contractor to ensure a definite delivery time and date.
- 2.6. Deliveries of 2,000 gallons or less shall be made by metered trucks with a meter reading indicated on the delivery ticket. More than one delivery may be listed on each invoice; however, each delivery and quantity must be itemized.
- 2.7. Contractor must take dipstick or clock gauge readings before and after each delivery and record them on the delivery ticket. Water-finding paste shall be used on the measuring devices when gauging fuel tanks, and any water cut shall be noted on the delivery ticket.

3. Above Ground Storage Locations:

Deliveries of fuel to Mission Road, Houghton Road, Richey Road, Ajo Way, Ina Road, Green Valley, Ajo, AZ and Marana will require the contractor to pump into above ground storage tanks. The addresses are listed on Exhibit B: Pricing Page (1 Page).

4 Field Service Deliveries:

Wet fueling services for remote sites to be determined as needed, will be located within Pima County. In the event wet fueling services are required, County will provide contractor with date and location of service. The hourly labor rate and any minimum or maximum charges would be applicable in the event the County implements such a request during the contract period.

Exhibit A1: General Specifications (continued)

5. Delivery Ticket:

A copy of the signed delivery ticket must be left with the authorized Agency representative signing for the fuel delivered, presented to the vehicle operator for plant pickup, or left in a designated secure location. The delivery ticket must include the following:

- Contractor's name and address
- Delivery location & agency
- Grade of fuel
- Gross gallons - of fuel
- Net gallons - of fuel

6. Full Load Deliveries:

- 6.1. County considers deliveries of 6,000 gallons or more to be full load deliveries.
- 6.2. Contractors shall state their minimum gallon requirements considered to be full loads for unleaded, diesel and DEF.
- 6.3. Full Load + Split Full Load is when a product is delivered to multiple locations or tanks.
- 6.4. A Full Load is gallons may be split between sites or multiple tanks.

7. Partial Load Deliveries:

A partial load is a delivery less than <5999.9 per gallon full load requirement regardless of delivery vehicle.

8. WET HOSE FUELING (on-site mobile fueling):

County may utilize wet fueling services for remote sites to be determined. The hourly labor rate and any minimum or maximum charges will apply should locations be added during the contract period.

Exhibit B1 Pricing Page (3 Pages)

Group 1- Unleaded Fuel

Item No.	Agency	Service Type	Location	Tank Style	Tank Capacity (Gallons)	Estimated Annual Usage (Gallons)		Full Load + Split Full Load Margin (Markup or Markdown)	Partial Load Margin (Markup or Markdown)
15	Pima County	Delivery	1301 S. Mission Road Tucson UST Exemption # 1001562-17	AST	15,000	Full Load + Split Full Load: Partial Load:	498,874 N/A	\$ (0.0315)	\$ (0.0165)
16	Pima County	Delivery	4700 S. Houghton Road Tucson	Automated AST	10,000	Full Load + Split Full Load: Partial Load:	\$9,500 N/A	\$ (0.0300)	\$ (0.0105)
17	Pima County	Delivery	180 W. Pennington Street Tucson	UST	12,000	Full Load + Split Full Load: Partial Load:	\$7,915 N/A	\$ (0.0275)	\$ (0.0050)
18	Pima County	Delivery	3355 N. Dodge Boulevard Tucson UST Exemption #1001281-13	AST	8,000	Full Load + Split Full Load: Partial Load:	\$5,546 N/A	\$ (0.0025)	\$ 0.0300
19	Pima County	Delivery	2545 E. Ajo Way	AST	16,000	Full Load + Split Full Load:	155,800	\$ (0.0350)	\$ (0.0105)
20	Pima County	Delivery	Tucson 4801 W. Ina Road Tucson	AST	15,000	Partial Load: Full Load + Split Full Load: Partial Load:	N/A 223,911 N/A	\$ (0.0225)	\$ 0.0300
21	Pima County	Delivery	601 N. La Cailleda Drive Green Valley UST Exemption # 1001208-16	AST	12,000	Full Load + Split Full Load: Partial Load:	\$6,008 N/A	\$ (0.0100)	\$ 0.0100
22	Pima County	Delivery	12600 N. Sanders Road Marana	AST	10,000	Full Load + Split Full Load: Partial Load:	\$7,332 N/A	\$ (0.0150)	Rack Average
23	Pima County	Delivery	1131 N. Well Road Ajo	UST	12,000	Full Load + Split Full Load: Partial Load:	\$42,675 N/A	\$ 0.0300	\$ 0.0450
24	Pima County	Delivery	Bar LY - 5880 Redington Road San Manuel	AST	500	Full Load + Split Full Load: Partial Load:	1,000 N/A	No Bid	\$ 0.5500
25	Pima County	Bulk Plant Pick Up	Contractor's Tucson Facility (T80)	N/A	200	Partial Load:	1,500	N/A	\$ 0.0750
						Pima County Total Usage:	1,305,121		
						Full Load + Split Full Load:	1,303,621		
						Partial Load:	1,500		
						All Agencies Total Usage:	3,183,812		

Exhibit B1 Pricing Page (continued)

Group 3 Diesel Fuel

Item No.	Agency	Service Type	Diesel Type	Location	Tank Style	Tank Capacity (Gallons)	Estimated Annual Usage (Gallons)	Partial Load Margin (Markup or Markdown)
14	Pima County	Delivery	Clear UL SD	4301 S. Mission Road Tucson UST Exemption # 1001502.17	AST	15,000	Full Load + Split Full Load: Partial Load:	173,173 \$ (0.0175)
15	Pima County	Delivery	Clear UL SD	4790 S. Houghton Road Tucson	AST	5,000	Full Load + Split Full Load: Partial Load:	18,656 \$ 0.0200
16	Pima County	Delivery	Clear UL SD	3355 N. Dodge Boulevard Tucson UST Exemption #1001201-13	AST	4,000	Full Load + Split Full Load: Partial Load:	15,518 \$ 0.0200
17	Pima County	Delivery	Clear UL SD	4901 W. Ina Road Tucson	Automated AST	15,000	Full Load + Split Full Load: Partial Load:	21,559 \$ (0.0109)
18	Pima County	Delivery	Clear UL SD	12600 N. Sanders Road Marana	AST	5,000	Full Load + Split Full Load: Partial Load:	3,045 \$ 0.0400
19	Pima County	Delivery	Clear UL SD	1131 N. Wall Road Ajo	UST	12,000	Full Load + Split Full Load: Partial Load:	17,823 \$ 0.0500
20	Pima County	Delivery	Clear UL SD	Box LY - 5800 Reddington Road San Manuel	AST	1,200	Full Load + Split Full Load: Partial Load:	2,050 \$ 0.5500
21	Pima County	Delivery	Clear UL SD	2500 E. Ajo Way Tucson	AST	500	Full Load + Split Full Load: Partial Load:	7,200 \$ 0.5500
22	Pima County	Delivery	Clear UL SD	2343 E. Tournament Way Tucson	AST	300	Full Load + Split Full Load: Partial Load:	3,600 \$ 0.5500
23	Pima County	Delivery	Clear UL SD	3434 E. 22nd Street Tucson	AST (3 tanks)	1,350	Full Load + Split Full Load: Partial Load:	720 \$ 0.5500
24	Pima County	Delivery	Clear UL SD	2500 E. Ajo Way Tucson	AST	660	Full Load + Split Full Load: Partial Load:	240 \$ 0.5500
25	Pima County	Delivery	Clear UL SD	8850 S. Camino Loma Alta Tucson	AST	1,020	Full Load + Split Full Load: Partial Load:	350 \$ 0.5500
26	Pima County	Delivery	Clear UL SD	1270 W. Silverlake Tucson	AST UST (2 tanks)	2,400	Full Load + Split Full Load: Partial Load:	1,060 \$ 0.5500
27	Pima County	Delivery	Clear UL SD	2250 E. Ajo Way Tucson	AST (2 tanks)	1,500	Full Load + Split Full Load: Partial Load:	245 \$ 0.5500
28	Pima County	Delivery	Clear UL SD	North Swan Road, North of Avenida Shelly Tucson	AST	683	Full Load + Split Full Load: Partial Load:	235 \$ 0.5500
29	Pima County	Bulk Plant Pickup	Clear UL SD	Contractor's Tucson Facility (TBO)	N/A	1,950	Full Load + Split Full Load:	12,467 \$ 0.0645

Exhibit B1 Pricing Page (continued).

Group 5- Diesel Exhaust Fluid (DEF)

SENERGY PETROLEUM, Best and Final Offer (BAFO) - Group 5: Diesel Exhaust Fuel (DEF)							
Instructions: Offerors are to provide requested pricing for items in highlighted yellow cells. Estimated Annual Usage quantities listed are estimates only.							
Item No.	Agency	Service Type	Location	Tank Style	Tank Capacity (Gallons)	Estimated Annual Usage (Gallons)	Price Per Gallon
1	City of Tucson	Delivery	Tucson Water Hayden Udall Campus 4401 W. Tucson Estates Pkwy	Tank /Dispenser	400	3000	\$ 2.4800
2	Pima County	Delivery	1301 S. Mission Road Tucson UST Exemption # 1001562.17	AST	500	3680	\$ 2.4800
3	Pima County	Delivery	4700 S. Houghton Road Tucson	AST	500	730	\$ 2.4800
<i>City of Tucson Total Usage</i>						3000	
<i>Pima County Total Usage</i>						4410	