



# Public Works Department

## WAREHOUSE

337 BLACKS BLUFF RD • ROME, GEORGIA 30161  
PHONE: 706.236.2488 • FAX: 706.291.5283 • [www.romefloyd.com](http://www.romefloyd.com)

Date: 1/14/19

To: Who It May Concern

### **Request for Quote: RFQ# 19-0124 Bulk Automotive Oil & Fluids**

Floyd County is requesting quotes for Bulk Automotive Oil & Fluids. This will be 1 year fixed price agreement with escalation and de-escalation based on fair market value.

All quotes will be submitted on the attached quote sheet. Additional information may be submitted with quote. Quotes are to include all costs including shipping, and delivery. Quotes submitted will be FOB Destination (Rome Ga. 30161).

Quotes are due no later than **2pm 24 Jan 2019**. Quotes may be submitted by Email, Fax, US Mail or hand delivered to this office. Fax 706 291-5283 – Email: [Graye@floydcountyga.org](mailto:Graye@floydcountyga.org)

Quotes are to remain valid for a period of 30 days from the date of quote.

Questions regarding this RFQ will be faxed 706 291-5283 or Email: [Graye@floydcountyga.org](mailto:Graye@floydcountyga.org)

Typically award notification will be by email. Tabulations will be posted to the Floyd County Website and the Georgia Procurement Registry in approximately 24hrs after the due date/time.

### **Purchase Orders and Invoicing,**

**The selected Supplier will be provided a purchase Order number for reference for the year.**

**Monthly Invoices will be paid within 30 days of invoice date. Invoices should be submitted promptly**

**All submissions should contain a copy of your company's current W-9.**

**Floyd County is TAX EXEMPT. A Tax Certificate can be provided upon request.**

**BOARD OF COMMISSIONERS**  
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**PUBLIC WORKS**  
MICHAEL SKEEN, *DIRECTOR* 706.236-2476  
EVERETT GRAY, WAREHOUSE MANAGER, 706.236-2489  
MICHAEL BENNETT, ASST WAREHOUSE MGR 706 236-2488  
VICKI HAMILTON, FUEL CLERK, 706 236-2484

**RFQ# 19-0124**  
**Bulk Automotive Oil & Fluids**  
2pm 24 Jan 2019

**General:** Floyd County maintains multiple types of oils and fluids for automotive and equipment needs. The County is seeking a supplier to bulk fill our tanks monthly on a regular basis unless we place an order sooner should we fall short. Should we call, a delivery is requested to be made within one work day. Annual spend is expected to be at approximately \$15,000.00 annually.

**Delivery information:** 3 tank locations are at Warehouse. Main Shop and PM Shop Floyd County Public Works, is located at 337 Black Bluff Rd Rome Ga. 30161. Deliveries will be scheduled for midmonth from Monday through Thursday 8am to 4pm. Should a supplier require and alternate date or time, it must be pre-arranged with the warehouse

**Scope of work.** The selected supplier will meet with PWC Warehouse personnel on the first delivery to be shown locations of tanks. Monthly the selected supplier will top tanks off as needed. Supplier will take a stick reading to the 1/4" before and after for each tank and report this to the PWC Warehouse personal on the day of delivery.

**Contract Administrator:** Everett Gray, PWC Warehouse Manager. [Graye@floydcountyga.org](mailto:Graye@floydcountyga.org)  
Alternate is Mike Bennett, Assistant Warehouse Manager [Bennettm@floydcountyga.org](mailto:Bennettm@floydcountyga.org)  
Phone 706 236-2488 or 2489 - Fax 706 291-5283

**Special Terms and Conditions:** This fixed price agreement will be for a period of 1 year from the date of award. A roll over option for this agreement will allow for 1 additional year under the same terms and conditions should both parties agree in writing. Should the supplier require a price increase or decrease based on fair market value during any portion of contract period, the supplier will notify the county in writing 30 Days in advance. The County may in its best interest reject any price increase and terminate the agreement. Failure to deliver may result in agreement termination.

**RFQ# 19-0124**  
**Bulk Automotive Oil & Fluids**  
 2pm 24 Jan 2019

**SPECIFICATIONS**

<b>Type</b>	<b>Specification of what is currently used</b>
10W Hydraulic Oil	PURUS TRACTOR/TRANSRAULIC OIL SAE 10W-20 API GL
5W20 Motor Oil	SYNTHETIC BLEND 5W20-GM6094M CHRYSLER MS6395 FORD WSS-M2C945-A
15W40 Motor Oil	SYNTHETIC BLEND 15W40 (API CAT-FORD-CI-4, CI-4SL OR DHD-1, CUMMINS-CE/SG AND CAT EMA LRG-1, CH-4, CG-4 AND CJ4
80/90W Gear Oil	80W-90 GEAR OIL API GL-5, GL-4, MT-1
Antifreeze	SERVICE PRO UNIVERSAL FORMULA PRODUCT 16705, YA956G YA956G-B
Global Automatic Transmission Fluid	GLOBAL FULL SYNTHETIC ATF

**Tank Capacities and Locations**

<b>Oil Type</b>	<b>Location</b>	<b>Tank Size</b>
10W Hydraulic Oil	PWC Warehouse	552 Gallons
15W40 Motor Oil	PWC Warehouse	275 Gallons
Global Automatic Transmission Fluid	PWC Warehouse	275 Gallons
Antifreeze	PWC Warehouse	2 (55 Gallon) Drums
15W40 Motor Oil	PWC Main Shop	275 Gallons
80/90W Gear Oil	PWC Main Shop	1 (55 Gallon) Drum
5W20 Motor Oil	PM Shop	330 Gallons
15W40 Motor Oil	PM Shop	330 Gallons
Global Automatic Transmission Fluid	PM Shop	330 Gallons
80/90W Gear Oil	PM Shop	1 (16 Gallon) Drum

NOTE: PWC Warehouse Tank for Hydraulic Oil will be filled to 1/2 capacity (226 Gallons) due to known limited usage. All other tanks will be filled to capacity. Drums will be replaced as needed. Tank Charts will be posted at each tank for reference.

**RFQ# 19-0124**  
**Bulk Automotive Oil & Fluids**  
2pm 24 Jan 2019

**QUOTE:**

<b>TYPE</b>	<b>PRODUCT QUOTED</b>	<b>PRICE PER GALLON</b>
10W Hydraulic Oil	_____	_____
15W40 Motor Oil	_____	_____
Antifreeze	_____	_____
80/90W Gear Oil	_____	_____
5W20 Motor Oil	_____	_____
Global Automatic Transmission Fluid	_____	_____

**We the undersigned, agree to furnish Bulk Oils and Fluids in accordance with the specifications, terms and conditions issued for the same.**

Contact Person: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Email Address \_\_\_\_\_

Company Name \_\_\_\_\_

Billing Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_