



Metro

Los Angeles County
Metropolitan Transportation Authority

One Gateway Plaza
Los Angeles, CA 90012-2952

213.922.2000 Tel
metro.net

ATTACHMENT A

PROCUREMENT SUMMARY

UNLEADED FUEL CONTRACT NO. FY75015000

1.	Contract Number: FY75015000	
2.	Recommended Vendor(s): Mansfield Oil Company of Gainesville, Inc.	
3.	Type of Procurement (check one): <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 3/10/2021	
	B. Advertised/Publicized: 3/5/21, 3/11/21	
	C. Pre-proposal/Pre-Bid Conference: N/A	
	D. Proposals/Bids Due: 4/19/21	
	E. Pre-Qualification Completed: 5/11/21	
	F. Conflict of Interest Form Submitted to Ethics: 4/26/21	
	G. Protest Period End Date: (15 Calendar Days after Notification of Intent to Award) 6/18/21	
5.	Solicitations Picked up/Downloaded: 12	Bids/Proposals Received: 5
6.	Contract Administrator: Lorretta Norris	Telephone Number: (213) 922-2632
7.	Project Manager: Dan Ramirez	Telephone Number: (213) 922-5797

A. Procurement Background

This Board Action is to approve Contract No. FY75015000 for the procurement of unleaded gasoline in support of Metro’s non-revenue fleet vehicles. Contract award is subject to resolution to any properly submitted protest.

The IFB was issued in accordance with Metro’s Acquisition Policy and the contract type is an Indefinite Delivery, Indefinite Quantity (IDIQ).

Six amendments were issued during the solicitation phase of this IFB:

- Amendment No. 1, issued on March 16, 2021, to update Metro’s standard terms and conditions, and revise the bid price form;
- Amendment No. 2, issued on March 30, 2021, to update Metro’s standard terms and conditions, and revise the bid price form;
- Amendment No. 3, issued on April 1, 2021, to revise the critical due dates;
- Amendment No. 4, issued on April 6, 2021, to update exhibit package and provide OPIS report;
- Amendment No. 5, issued on April 9, 2021, to revise the critical due dates;
- Amendment No. 6, issued on April 12, 2021, to revise the critical due dates, revise the bid price form, and provide OPIS report.

A total of five bids were received on April 19, 2021. One bid was deemed non-responsive.

B. Evaluation of Bids

This procurement was conducted in accordance and complies with Metro's Acquisition Policy for a competitive sealed bid. There were four bids that were deemed responsive and responsible to the IFB requirements.

The recommended firm, Mansfield Oil Company of Gainesville, Inc., the lowest responsive and responsible bidder was found to be in full compliance in meeting the bid and technical requirements of the IFB.

C. Price Analysis

The recommended bid price from Mansfield Oil Company of Gainesville, Inc., has been determined to be fair and reasonable based upon adequate price competition, Independent Cost Estimate (ICE), historical purchases and selection of the lowest responsive and responsible bidder.

Bidder's Name	Total Bid Amount	Metro ICE
Mansfield Oil Company of Gainesville, Inc.	\$9,211,567.00	\$10,101,300.00
Merrimac Petroleum, Inc.	\$9,221,391.00	
AAA Oil, Inc.	\$9,223,007.00	
Pinnacle Petroleum, Incorporated	\$9,785,189.00	

D. Background on Recommended Contractor

The recommended firm, Mansfield Oil Company of Gainesville, Inc., is headquartered in Gainesville, Georgia and has been in the petroleum business for over 60 years. Mansfield Oil Company of Gainesville, Inc., has provided the same and similar products to other agencies including Southern California Regional Rail Authority (Metrolink), San Francisco Bay Area - Water Emergency Transportation Authority, San Mateo County Transit, City of Stockton (CA), Dysart Unified School District, Santa Clara Valley Transportation Authority and numerous other agencies.