

PROCUREMENT SUMMARY

UNLEADED FUEL/FY119572000

1.	Contract Number: FY119572000	
2.	Recommended Vendor: 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: 2/2/24	
	B. Advertised/Publicized: 2/1/24, 2/2/24	
	C. Pre-Bid Conference: 2/14/24	
	D. Bids Due: 3/12/24	
	E. Pre-Qualification Completed: 4/9/24	
	F. Ethics Declaration Forms Submitted to Ethics: 3/25/24	
	G. Protest Period End Date: 6/21/24	
5.	Solicitations Picked up/Downloaded: 16	Bids/Proposals Received: 5
6.	Contract Administrator: Lorretta Norris	Telephone Number: (213) 922-2632
7.	Project Manager: Mike Gallegos	Telephone Number: (213) 922-5797

A. Procurement Background

This Board Action is to approve Contract No. FY119572000 for the procurement of unleaded gasoline in support of Metro’s non-revenue fleet vehicles. Board approval of contract awards are subject to resolution of any properly submitted protest(s), if any.

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

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

- Amendment No. 1, issued on 2/7/24, revised the critical due dates;
- Amendment No. 2, issued on 2/23/24, revised the Scope of Services/ Technical Specifications;
- Amendment No. 3, issued on 3/6/24, revised the Scope of Services/ Technical Specifications.

On February 14, 2024, a pre-bid conference was held with a total of 11 individuals in attendance. There were two sets of questions and responses released prior to the bid due date.

A total of five bids were received on March 12, 2024.

B. Evaluation of Bids

This procurement was conducted in accordance and complies with Metro's Acquisition Policy for a competitive sealed bid. All five bids received were determined to be responsive and responsible to the IFB requirements and are listed below in alphabetical order:

- AAA Oil, Inc.
- Mansfield Oil Company of Gainesville, Inc.
- Merrimac Petroleum, Inc. dba Merrimac Energy Group
- Patten Energy Enterprises, Inc.
- SC Fuels

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 Name	Bid Amount	Metro ICE
1.	Mansfield Oil Company of Gainesville, Inc.	\$19,351,826.94	\$21,060,000
2.	AAA Oil, Inc.	\$19,376,458.01	
3.	Merrimac Petroleum, Inc. dba Merrimac Energy Group	\$19,447,673.92	
4.	SC Fuels	\$20,429,168.44	
5.	Patten Energy Enterprises, Inc.	\$24,462,452.28	

D. Background on Recommended Contractor

The recommended firm, Mansfield Oil Company of Gainesville, Inc., headquartered in Gainesville, Georgia, 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.