



September 11, 2015

Pinellas County Purchasing Department
Attn: Joseph Lauro, CPPO, CPPB
400 S. Ford Harrison Avenue
Annex Building, 6th Floor
Clearwater, FL 33736

Dear Mr. Lauro:

Mansfield Oil Company appreciates the opportunity to participate in your current bid: #145-0387-B (PF) to supply and deliver Gasoline and Diesel Fuel for the Pinellas County Government Cooperative, FL. The differentials quoted are plus or minus the Gross OPIS Current Day Average for Tampa, FL as indicated in the bid documents.

Pricing is based on Net 45 day payment terms as indicated in the bid documents. Normal delivery after receipt of order is within 24 hours.

Should you have any questions, feel free to call Becky Nix at 1-800-255-6699, Ext. 2169 or email bnix@mansfieldoil.com.

Again, thank you for the opportunity to respond to your invitation to bid.

Best Regards,

David Zarbass
Director of Government Pricing



INFORMATION ABOUT MANSFIELD OIL COMPANY

Mansfield Oil is a national fuel supply, distribution and logistics company focused on improving efficiencies in the downstream petroleum supply chain. We help our customers optimize and control fuel-related costs with local service, nationwide. We offer secure and reliable fuel supply from over 900 supply points in 50 states and Canada. Our service offering includes most varieties of fuel (diesel/gas/biofuel/ethanol/CNG), credit card/fleet card transaction processing, DEF supply and logistics, fuel and DEF systems design, environmental compliance, ERP integration, tax exempt transaction processing, and fuel systems (tank) monitoring. Mansfield's corporate headquarters is located in Gainesville, GA, **for 58 years**, with seven (7) regional service centers located in Loma Linda, CA, Chicago, IL, Denver, CO, Detroit, MI, St. Paul/Minneapolis, MN, Houston, TX and Calgary, AB and 4 alternative fuel centers in Bloomington, MN, Sioux Center, IA, Charlottesville, VA and Ontario, CA .

We develop our own information technology systems and utilize third party integration tools to facilitate the unimpeded flow of information between our suppliers, carriers, ourselves and our customers. Mansfield's unique and industry leading electronic interface continues to make our customers daily operations more manageable and measureable, key components of successful operations. We own and manage a fleet of over 70 transport trucks in Atlanta, GA, N. Augusta, SC, Charlotte, NC, Chicago, IL and Orlando, FL from our office which gives us valuable insight into the trends and dynamics of our transportation partners.



Mansfield Oil maintains market strength through optimization of volume, financial strength, and successful relationships with our customers. Currently Mansfield Oil is 41st ranked in the Top 50 Forbes List of Privately Held Companies, was a multiple finalist in the 2010, 2011 and 2012 Platts Global Energy Awards, and is rated 5A2 with Dun and Bradstreet indicating significant financial strength and credit worthiness. Mansfield has achieved double digit growth for the past three decades with revenues of over \$8.0 billion in 2014.

Some of Mansfield's current government customers include:

- **Federal** - AAFES, NAVY, DESC/DLA, AMTRAK
- **States/DOT** - Georgia, New York, North Carolina, Pennsylvania, West Virginia
- **County** - Hillsborough, FL, Henrico County Coop, VA (3 counties), Dallas, TX, Salt Lake, UT
- **City** – Philadelphia, PA, Jacksonville, FL, Chesapeake, VA, Cleveland, OH
- **Transit Agencies** - KCATA (Kansas City, MO), CTA (Chicago, IL), Denver RTD, WMATA (Washington, D.C.)

Some of Mansfield's commercial customers include:

- National, regional and local truck load and less than truck load carriers
- Distribution centers for various retailers and wholesalers
- Most major package delivery companies
- Aggregate companies

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| SUBMIT TO: PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS 400 S. FT. HARRISON AVENUE ANNEX BUILDING – 6 TH FLOOR CLEARWATER, FL 33756 |  | <h1>INVITATION TO BID</h1> |
| ISSUE DATE: August 20, 2015 | BID SUBMITTALS RECEIVED AFTER SUBMITTAL DATE & TIME WILL NOT BE CONSIDERED | |
| TITLE: FUEL: GASOLINE & DIESEL (CO-OP) | BID NUMBER: 145-0387-B(PF) | |
| SUBMITTAL DUE: September 15, 2015 @ 3:00 P.M. AND MAY NOT BE WITHDRAWN FOR 60 DAYS FROM DATE LISTED ABOVE. | PRE-BID DATE & LOCATION: NOT APPLICABLE | |
| DEADLINE FOR WRITTEN QUESTIONS: September 1, 2015 BY 3:00 P.M. SUBMIT QUESTIONS TO: PATTI FONTAINE AT pfontaine@pinellascounty.org Phone: 727-464-3147 Fax: 727/464-3925 | | |
| <p style="text-align: center;"><u>THE MISSION OF PINELLAS COUNTY</u></p> Pinellas County Government is committed to progressive public policy, superior public service, courteous public contact, judicious exercise of authority and sound management of public resources to meet the needs and concerns of our citizens today and tomorrow. |  JOSEPH LAURO, CPPO/CPPE Director of Purchasing | |

NOTE: BIDS ARE TO BE SUBMITTED IN DUPLICATE


BIDDER MUST COMPLETE THE FOLLOWING

BIDDERS ARE CAUTIONED THAT THE POLICY OF THE BOARD OF COUNTY COMMISSIONERS, PINELLAS COUNTY, IS TO ACCEPT THE LOWEST RESPONSIBLE BID RECEIVED MEETING SPECIFICATIONS. NO CHANGES REQUESTED BY A BIDDER DUE TO AN ERROR IN PRICING WILL BE CONSIDERED AFTER THE BID OPENING DATE AS ADVERTISED. BY SIGNING THIS PROPOSAL FORM BIDDERS ARE ATTESTING TO THEIR AWARENESS OF THIS POLICY AND ARE AGREEING TO ALL OTHER BID TERMS AND CONDITIONS, INCLUDING ALL INSURANCE REQUIREMENTS.

PAYMENT TERMS: -\$0.0045 10 DAYS, NET **45** (PER F.S. 218.73) *BID DEPOSIT, IF REQUIRED, IS ATTACHED IN THE AMOUNT OF \$ 0

BIDDER (COMPANY NAME): Mansfield Oil Company of Gainesville, Inc. D/B/A _____
MAILING ADDRESS: 1025 Airport Parkway CITY / STATE / ZIP Gainesville, GA 30501-6813
COMPANY EMAIL ADDRESS: mocbids@mansfieldoil.com
***REMIT TO NAME:** Mansfield Oil Company of Gainesville, Inc. PHN: (800) 255-6699 FAX: (678) 450-2242
 (As Shown On Company Invoice) 1025 Airport Parkway, Gainesville, GA 30501 FEIN# 58-1091383 CONTACT NAME: David Zarfoss
 Proper Corporate Identity is needed when you submit your bid, especially how your firm is registered with the Florida Division of Corporations. Please visit www.sunbiz.org for this information. It is essential to return a copy of your W-9 with your bid. Thank you. PRINT NAME: David Zarfoss
 EMAIL ADDRESS: mocbids@mansfieldoil.com

I HEREBY AGREE TO ABIDE BY ALL TERMS AND CONDITIONS OF THIS BID, INCLUDING INSURANCE REQUIREMENTS & CERTIFY I AM AUTHORIZED TO SIGN THIS BID FOR THE BIDDER.

AUTHORIZED SIGNATURE: 
 PRINT NAME/TITLE: David Zarfoss, Director of Government Pricing

| FORMS CHECKLIST | |
|-------------------------|---|
| COPY OF COMPANY INVOICE | X |
| W-9 (TAXPAYER ID) | X |

SEE PAGE 29-31 SECTION F FOR BID PRICING SUMMARY

THIS FORM MUST BE RETURNED WITH YOUR RESPONSE

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| SECTION A - GENERAL CONDITIONS |
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1. **PREPARATION OF BID:**

Bid will be prepared in accordance with the following:

- (a) Our enclosed Bid Summary is to be used in submitting your bid.
- (b) All information required by the Bid Summary shall be furnished. The bidder should print or type his name and manually sign the schedule and each continuation sheet on which an entry is made.
- (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- (d) Alternate bids will not be considered unless authorized by the Invitation to Bid.
- (e) Proposed delivery time must be shown and shall include Sundays and holidays.
- (f) The County is exempt from all state and federal sales, use, transportation and excise taxes. Taxes of any kind and character, payable on account of the work performed and materials furnished under the award, shall be paid by the bidder and deemed to have been included in the bid. The Laws of the State of Florida provide that sales and use taxes are payable by the bidder upon the tangible personal property incorporated in the work and such taxes shall be paid by the bidder and be deemed to have been included in the bid.
- (g) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
- (h) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. Plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will not be accepted as a basis for varying the requirements of the County or the compensation to the vendor.
- (i) Bidders are advised that all County Contracts are subject to all legal requirements provided for in the Purchasing Ordinance and/or State and Federal Statutes.

2. **DESCRIPTION OF SUPPLIES:**

- (a) Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for all brands which meet the quality of the specifications listed for any items.
- (b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.
- (c) Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.

3. **ALTERNATES:**

Unless otherwise provided in an Invitation to Bid or Request for Proposals, ALTERNATIVES may be included in the plans, specifications, and/or proposals. When included, the Bidder or Offerer shall indicate on the proposal the cost of said alternate and sum to be deducted or added to the Base Bid. Such alternates may or may not be accepted by the County. If approved, it is at the County's discretion to accept said alternate(s) in any sequence or combination therein.

4. **SUBMISSION OF BID:**

- (a) Bids or proposals shall be submitted utilizing recycled paper copied on both sides' wherever possible. Failure to comply could result in the bid or proposal being rejected.
- (b) Bid and changes thereto shall be enclosed in sealed envelopes addressed to the Purchasing Department, Pinellas County. The name and address of the bidder, the date and hour of the bid submittal and the material or service bid on shall be placed on the outside of the envelope.
- (c) Bid must be submitted on the forms furnished. Electronic/facsimile bids will not be considered. The County reserves the right to modify the Bid Proposal by electronic/facsimile notice.

5. **REJECTION OF BID:**

- (a) The County may reject a bid if:
 1. The bidder misstates or conceals any material fact in the bid.
 2. The bid does not strictly conform to the law or requirements of bid, including insurance requirements.
 3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the County on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which the bid was invited.

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| SECTION A - GENERAL CONDITIONS |
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- (b) The respective constitutional officer, county administrator on behalf of the board of county commissioners or within his/her delegated financial approval authority, or director of purchasing, within his/her delegated financial approval authority shall have the authority when the public interest will be served thereby to reject all bids or parts of bids at any stage of the procurement process through the award of a contract.
- (c) The County reserves the right to waive minor informalities or irregularities in any bid.

6. **WITHDRAWAL OF BID:**

- (a) Bid may not be withdrawn after the time set for the bid submittal for a period of time as specified.
- (b) Bid may be withdrawn prior to the time set for the bid submittal. Such request must be in writing.

7. **LATE BID OR MODIFICATIONS:**

- (a) Bid and modifications received after the time set for the bid submittal will not be considered. In addition, late bids will not be accepted, will be rejected and will be returned for any reason. The time clock stamp located in Pinellas County Purchasing Department shall be the official time stamp. This upholds the integrity of the bidding process.
- (b) Modifications in writing received prior to the time set for the bid submittal will be accepted.

8. **PUBLIC REVIEW AT BID OPENING:**

Bids will be opened immediately after the bid submittal date and time (3:00 PM) by the Pinellas County Purchasing Department, 400 South Fort Harrison Avenue, Annex Building, 6th Floor, Clearwater, FL 33756. The public may attend the bid opening, but may not immediately review any bids submitted. The names of respondents and their bids amounts will be read aloud at the time of opening. Pursuant to Florida Statute, Section 119.071(1)(b)2, all bids submitted shall be subject to review as public records after 30 days from opening, or earlier if an intended decision is reached before the thirty day period expires. Unless a specific exemption exists, all documents submitted will be released pursuant to a valid public records request. All trade secrets claims shall be dispositively determined by a court of law prior to trade secret protection being granted.

9. **BID TABULATION INQUIRIES:**

Inquiries relating to the results of this bid, prior to the official bid award by the Pinellas County Board of County Commissioners may be made by visiting the Pinellas County Purchasing Office. Tabulations will be posted on the Purchasing Website ([www.pinellascounty.org/purchase/Current Bids1.htm](http://www.pinellascounty.org/purchase/Current%20Bids1.htm)) after 30 days to comply with Florida Statute 119.071(1)(b)2.

10. **AWARD OF CONTRACT:**

- (a) The contract will be awarded to the lowest responsive, responsible bidder whose bid, conforming to the Invitation to Bid, is most advantageous to Pinellas County, price and other factors considered. For Invitation to Bid for Sale of Real or Surplus Property, award will be made to the highest and most advantageous bid including price and other factors considered.
- (b) The County reserves the right to accept and award item by item, and/or by group, or in the aggregate, unless the bidder qualifies his bid by specified limitations. See Rejection of Bids.
- (c) If two or more bids received are for the same total amount or unit price, or in the case of proposals, the qualifications, quality and service are equal, the contract shall be awarded to the local bidder/proposer. A local firm is defined as a firm with headquarters in geographical Pinellas County. Headquarters shall mean the office location that serves as the administrative center and principal place of business. If two or more bids received are for the same total amount or unit price or in the case of proposals, the qualifications, quality and service are equal and no firms are deemed local, then the contract shall be awarded by drawing lots in public.
- (d) Prices quoted must be FOB Pinellas County with all transportation charges prepaid unless otherwise specified in the Invitation to Bid.
- (e) A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful bidder, shall result in a binding contract without further action by either party.

11. **BIDS FROM RELATED PARTIES OR MULTIPLE BIDS RECEIVED FROM ONE VENDOR:**

Where two (2) or more related parties each submit a bid or proposal or multiple bids are received from one (1) vendor, for any contract, such bids or proposals shall be judged non-responsive. Related parties mean bidders or proposers or the principles thereof, which have a direct or indirect ownership interest in another bidder or proposer for the same contract or in which a parent company or the principles thereof of one (1) bidder or proposer have a direct or indirect ownership interest in another bidder or proposer for the same contract.

SECTION A - GENERAL CONDITIONS

12. **LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS:**
The laws of the State of Florida apply to any purchase made under this Invitation to bid. Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this bid and subsequent contract(s) including but not limited to Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Equal Employment Opportunity (EEO), Minority Business Enterprise (MBE), and OSHA as applicable to this contract.
13. **PROVISION FOR OTHER AGENCIES:**
Unless otherwise stipulated by the bidder, the bidder agrees to make available to all Government agencies, departments, and municipalities the bid prices submitted in accordance with said bid terms and conditions therein, should any said governmental entity desire to buy under this proposal. Eligible Users shall mean all state of Florida agencies, the legislative and judicial branches, political subdivisions (counties, local district school boards, community colleges, municipalities, or other public agencies or authorities), which may desire to purchase under the terms and conditions of the contract.
14. **COLLUSION:**
The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm or corporation making a bid for the same item(s) and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".
15. **CONTRACTOR LICENSE REQUIREMENT:**
All contractors performing construction and related work in Pinellas County must comply with our regulatory legislation, Chapter 75-489, Laws of Florida, as amended. Failure to have a competency license in a regulated trade will be cause for rejection of any bid and/or contract award.
16. **MATERIAL SAFETY DATA SHEETS REQUIREMENTS:**
If any chemicals, materials, or products containing toxic substances, in accordance with OSHA Hazardous Communications Standards, are contained in the products purchased by the County as a result of this bid, the successful bidder shall provide a Material Safety Data Sheet at the time of each delivery.
17. **RIGHT TO AUDIT:**
Pinellas County reserves the privilege of auditing a vendor's records as such records relate to purchases between Pinellas County and said vendor. Such audit privilege is provided for within the text of the Pinellas County Code §2-176(j). Records should be maintained for three (3) years from the date of final payment.
18. **PUBLIC ENTITY CRIME AND SCRUTINIZED COMPANIES:**
Contractor is directed to the Florida Public Entity Crime Act, Fla. Stat. 287.133, and Fla. Stat. 287.135 regarding Scrutinized Companies, and Contractor agrees that its bid and, if awarded, its performance of the agreement will comply with all applicable laws including those referenced herein. Contractor represents and certifies that Contractor is and will at all times remain eligible to bid for and perform the services subject to the requirements of these, and other applicable, laws. Contractor agrees that any contract awarded to Contractor will be subject to termination by the County if Contractor fails to comply or to maintain such compliance.
19. **MULTIPLE COPIES:**
Unless otherwise specified, responses to an Invitation to Bid (ITB) or Request for Proposal (RFP) should be submitted in duplicate.
20. **COUNTY INDEMNIFICATION:**
- a) The first ten dollars (\$10) of compensation received by the contractor pursuant to this contract represents specific consideration for the following indemnification: contractor shall indemnify, pay the cost of defense, including attorneys' fees, and hold harmless the County from all suits, actions or claims of any character brought on account of any injuries or damages received or sustained by any person, persons or property by or from the said contractor; or by, or in consequence of any neglect in safeguarding the work; or through the use of unacceptable materials in the construction of improvements; or by, or on account of any act or omission, neglect or misconduct of the said contractor; or by, or on account of, any claim or amounts recovered under the "Workers' Compensation Law" or of any other laws, by-laws, ordinance, order or decree, except only such injury or damage as shall have been occasioned by the sole negligence of the County.

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| SECTION A - GENERAL CONDITIONS |
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- b) Unless specifically prohibited by Florida Law, the successful bidder(s) agrees to indemnify the County and hold it harmless from and against all claims, liability, loss, damage or expense, including counsel fees, arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon, with respect to the goods or any part thereof covered by this order, and such obligation shall survive acceptance of the goods and payment thereof by the County.
- c) The duty to defend under this Article is independent and separate from the duty to indemnify, and the duty to defend exists regardless of any ultimate liability of the CONSULTANT, the COUNTY and any indemnified party. The duty to defend arises immediately upon presentation of a claim by any party and written notice of such claim being provided to the CONSULTANT. The CONSULTANT'S obligation to indemnify and defend under this Article will survive the expiration or earlier termination of this Agreement until it is determined by final judgment that an action against the COUNTY or an indemnified party for the matter indemnified hereunder is fully and finally barred by the applicable statute of limitations.

21. **VARIANCE FROM STANDARD TERMS & CONDITIONS:**

All standard terms and conditions stated in Section A apply to this contract except as specifically stated in the subsequent sections of the document, which take precedence over Section A, and should be fully understood by bidders prior to submitting a bid on this requirement.

22. **ADA REQUIREMENT FOR PUBLIC NOTICES:**

Persons with disabilities requiring reasonable accommodation to participate in this proceeding/event, should call 727/464-4062 (voice/tdd) fax 727/464-4157, not later than seven days prior to the proceeding.

23. **"OR EQUAL" DETERMINATION:**

Where bidding other than specified, the determination of equivalency will be at the sole discretion of Pinellas County and its specialized person.

24. **INSURANCE:**

Notice: The Contractor/Vendor must provide a certificate of insurance and endorsement in accordance with the insurance requirements listed below (Section C). Failure to provide the required insurance within a ten (10) day period following the determination or recommendation of lowest responsive, responsible bidder may result in the County to vacate the original determination or recommendation and proceed with recommendation to the second lowest, responsive, responsible bidder.

25. **PROCUREMENT POLICY FOR RECYCLED MATERIALS:**

Pinellas County wishes to encourage its bidders to use recycled products in fulfilling contractual obligations to the County and that such a policy will serve as a model for other public entities and private sector companies.

When awarding a purchase of \$5,000 or less, or recommending a purchase in excess of \$5,000 for products, materials, or services, the Director of Purchasing may allow a preference to a responsive bidder who certifies that their product or material contains the greatest percentage of postconsumer material. If they are bidding on paper products they must certify that their materials and/or products contain at least the content recommended by the EPA guidelines.

On all bids over fifty thousand dollars (\$50,000) and formal quotes under fifty thousand dollars (\$50,000), or as required by law, the Director of Purchasing shall require vendors to specify which products have recycled materials, what percentage or amount is postconsumer material, and to provide certification of the percentages of recycled materials used in the manufacture of goods and commodities procured by the County.

Price preference is not the preferred practice the County wishes to employ in meeting the goals of this resolution. If a price preference is deemed to serve the best interest of the County and further supports the purchase of recycled materials, the Director of Purchasing will make a recommendation that a price preference be allowed up to an amount not to exceed 10% above the lowest complying bid received.

DEFINITIONS:

Recovered Materials: Materials that have recycling potential, can be recycled, and have been diverted or removed from the solid waste stream for sale, use or reuse, by separation, collection, or processing.

Recycled Materials: Materials that contain recovered materials. This term may include internally generated scrap that is commonly used in industrial or manufacturing processes, waste or scrap purchased from another manufacturer and used in the same or a closely related product.

SECTION A - GENERAL CONDITIONS

Postconsumer Materials: Materials which have been used by a business or a consumer and have served their intended end use, and have been separated or diverted from the solid waste stream for the purpose of recycling, such as; newspaper, aluminum, glass containers, plastic containers, office paper, corrugated boxes, pallets or other items which can be used in the remanufacturing process.

26. **ASBESTOS MATERIALS:**

The contractor shall perform all work in compliance with Federal, State and local laws, statutes, rules, regulations and ordinances, including but not limited to the Department of Environmental Protection (DEP)'s asbestos requirements, 40 CFR Part 61, Subpart M, and OSHA Section 29 CFR 1926.58. Additionally, the contractor shall be properly licensed and/or certified for asbestos removal as required under Federal, State and local laws, statutes, rules, regulations and ordinances.

The County shall be responsible for filing all DEP notifications and furnish a copy of the DEP notification and approval for demolition to the successful contractor. The County will furnish a copy of the asbestos survey to the successful bidder. The contractor must keep this copy on site at all times during the actual demolition.

27. **PAYMENT/INVOICES:**

SUPPLIER shall submit invoices for payment due as provided herein with such documentation as required by Pinellas County and all payments shall be made in accordance with the requirements of Section 218.70 *et. seq.*, Florida Statutes, "The Local Government Prompt Payment Act." Invoices shall be submitted to the address below unless instructed otherwise on the purchase order, or if no purchase order, by the ordering department:

Finance Division Accounts Payable
Pinellas County Board of County Commissioners
P. O. Box 2438
Clearwater, FL 33757

Each invoice shall include, at a minimum, the Supplier's name, contact information and the standard purchase order number. In order to expedite payment, it is recommended the Supplier also include the information shown in below. The County may dispute any payments invoiced by SUPPLIER in accordance with the County's Dispute Resolution Process for Invoiced Payments, established in accordance with Section 218.76, Florida Statutes, and any such disputes shall be resolved in accordance with the County's Dispute Resolution Process.

INVOICE INFORMATION:

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| Supplier Information | Company name, mailing address, phone number, contact name and email address as provided on the PO |
| Remit To | Billing address to which you are requesting payment be sent |
| Invoice Date | Creation date of the invoice |
| Invoice Number | Company tracking number |
| Shipping Address | Address where goods and/or services were delivered |
| Ordering Department | Name of ordering department, including name and phone number of contact person |
| PO Number | Standard purchase order number |
| Ship Date | Date the goods/services were sent/provided |
| Quantity | Quantity of goods or services billed |
| Description | Description of services or goods delivered |
| Unit Price | Unit price for the quantity of goods/services delivered |
| Line Total | Amount due by line item |
| Invoice Total | Sum of all of the line totals for the invoice |

SECTION A - GENERAL CONDITIONS

Pinellas County offers a credit card payment process (ePayables) through Bank of America. Pinellas County does not charge vendors to participate in the program; however, there may be a charge by the company that processes your credit card transactions. For more information please visit Pinellas County purchasing website at www.pinellascounty.org/purchase.

28. **TAXES:**
Payments to Pinellas County are subject to Florida taxes.
29. **TERMINATION:**
- (a) Pinellas County reserves the right to terminate this contract without cause by giving thirty (30) days prior notice to the contractor in writing of the intention to terminate or with cause if at any time the contractor fails to fulfill or abide by any of the terms or conditions specified.
 - (b) Failure of the contractor to comply with any of the provisions of this contract shall be considered a material breach of contract and shall be cause for immediate termination of the contract at the discretion of Pinellas County.
 - (c) In the event sufficient budgeted funds are not available for a new fiscal period, the County shall notify the vendor of such occurrence and contract shall terminate on the last day of current fiscal period without penalty or expense to the County.
 - (d) In addition to all other legal remedies available to Pinellas County, Pinellas County reserves the right to terminate and obtain from another source, any items/services which have not been delivered within the period of time stated in the proposal, or if no such time is stated, within a reasonable period of time from the date of order as determined by Pinellas County.
30. **BIDDER CAPABILITY/REFERENCES:**
Prior to contract award, any bidder may be required to show that the company has the necessary facilities, equipment, ability and financial resources to perform the work specified in a satisfactory manner and within the time specified. In addition, the company must have experience in work of the same or similar nature, and can provide references which will satisfy the County. Bidders must furnish a reference list of at least four (4) customers for whom they have performed similar services (SEE SECTION D)
31. **DELIVERY/CLAIMS:**
Prices quoted shall be F.O.B. Destination, FREIGHT INCLUDED and unloaded to location(s) within Pinellas County. Actual delivery address(es) shall be identified at time of order. Successful bidder(s) will be responsible for making any and all claims against carriers for missing or damaged items
32. **MATERIAL QUALITY:**
All materials purchased and delivered against this contract will be of first quality and not damaged and/or factory seconds. Any materials damaged or not in first quality condition upon receipt will be exchanged within twenty-four (24) hours of notice to the Contractor at no charge to the County.
33. **WRITTEN REQUESTS FOR INTERPRETATIONS/CLARIFICATIONS:**
No oral interpretations will be made to any firms as to the meaning of specifications or any other contract documents. All questions pertaining to the terms and conditions or scope of work of this bid/proposal must be sent in writing (mail or fax) to the Purchasing Department and received by the date specified in the ITB. Responses to questions may be handled as an addendum if the response would provide clarification to requirements of the bid/proposal. All such addenda shall become part of the contract documents. The County will not be responsible for any other explanation or interpretation of the proposed bid made or given prior to the award of the contract. The Purchasing Department will be unable to respond to questions received after the specified time frame.
34. **ASSIGNMENT/SUBCONTRACTING/CORPORATE ACQUISITIONS AND/OR MERGERS:**
The Contractor shall perform this contract. If a bidder intends to subcontract a portion of this work, the bidder must disclose that intent in the bid. No assignment or subcontracting shall be allowed without prior written consent of the County. In the event of a corporate acquisition and/or merger, the Contractor shall provide written notice to the County within thirty (30) business days of Contractor's notice of such action or upon the occurrence of said action, whichever occurs first. The right to terminate this contract, which shall not be unreasonably exercised by the County, shall include, but not be limited to, instances in which a corporate acquisition and/or merger represent a conflict of interest or are contrary to any local, state, or federal laws. Action by the County awarding a bid to a bidder, which has disclosed its intent to assign or subcontract in its response to the ITB, without exception shall constitute approval for purposes of this Agreement.

SECTION A - GENERAL CONDITIONS

35. **EXCEPTIONS:**

Contractor is advised that if it wishes to take exception to any of the terms contained in this Bid or the attached service agreement it must identify the term and the exception in its response to the Bid. Failure to do so may lead County to declare any such term non-negotiable. Contractor's desire to take exception to a non-negotiable term will not disqualify it from consideration for award.

36. **NON-EXCLUSIVE CONTRACT:**

Award of this Contract shall impose no obligation on the County to utilize the vendor for all work of this type, which may develop during the contract period. This is not an exclusive contract. The County specifically reserves the right to concurrently contract with other companies for similar work if it deems such action to be in the County's best interest. In the case of multiple-term contracts, this provision shall apply separately to each term.

37. **PUBLIC RECORDS/TRADE SECRETS:** Pinellas County Government is subject to the Florida Public Records law (Chapter 119, Florida Statutes), and all documents, materials, and data submitted to any solicitation as part of the response are governed by the disclosure, exemption and confidentiality provisions relating to public records in Florida Statutes. Except for materials that are "trade secrets" or "confidential" as defined by applicable Florida law, ownership of all documents, materials, and data submitted in response to the solicitation shall belong exclusively to the County.

To the extent that Proposer/Bidder/Quoter desires to maintain the confidentiality of materials that constitute trade secrets pursuant to Florida law, trade secret material submitted must be identified by some distinct method that the materials that constitute a trade secret, and Proposer/Bidder/Quoter shall provide an additional copy of the proposal/bid/quote that redacts all designated trade secrets. By submitting materials that are designated as trade secrets and signature of the Proposer/Bidder/Quoter Signature Page, Proposer/Bidder/Quoter acknowledges and agrees:

- (i) that after notice from the County that a public records request has been made for the materials designated as a trade secret, the Proposer/Bidder/Quoter shall be solely responsible for defending its determination that submitted material is a trade secret that is not subject to disclosure at its sole cost, which action shall be taken immediately, but no later than 10 calendar days from the date of notification or Proposer /Bidder/Quoter will be deemed to have waived the trade secret designation of the materials;
- (ii) that to the extent that the proposal/bid/quote with trade secret materials is evaluated, the County and its officials, employees, agents, and representatives in any way involved in processing, evaluating, negotiating contract terms, approving any contract based on the proposal/bid/quote, or engaging in any other activity relating to the competitive selection process are hereby granted full rights to access, view, consider, and discuss the materials designated as trade secrets through the final contract award;
- (iii) to indemnify and hold the County, and its officials, employees, agents and representatives harmless from any actions, damages (including attorney's fees and costs), or claims arising from or related to the designation of trade secrets by the Proposer/Bidder/Quoter, including actions or claims arising from the County's non-disclosure of the trade secret materials.
- (iv) that information and data it manages as part of the services may be public record in accordance with Chapter 119, Florida Statutes and Pinellas County public record policies. Proposer/Bidder/Quoter agrees prior to providing goods/services it will implement policies and procedures to maintain, produce, secure and retain public records in accordance with applicable laws, regulations, and County Policies, which are subject to approval by the County, including but limited to the Section 119.0701, Florida Statutes.

Notwithstanding any other provision in the solicitation, the classification as trade secret of the entire proposal/bid/quote document, line item and/or total proposal/bid/quote prices, the work, services, project, goods, and/or products to be provided by Proposer/Bidder/Quoter, or any information, data, or materials that may be part of or incorporated into a contract between the County and the Proposer/Bidder/Quoter is not acceptable to the County and will result in a determination that the proposal/bid/quote is nonresponsive; the classification as trade secret of any other portion of a proposal/bid/quote document may result in a determination that the proposal/bid/quote is nonresponsive.

SECTION A - GENERAL CONDITIONS

38. **LOBBYING:**

Lobbying shall be prohibited on all county competitive selection processes and purchasing contract awards pursuant to this division, including, but not limited to, requests for proposals, requests for quotations, requests for qualifications, bids or the award of purchasing contracts of any type. The purpose of this prohibition is to protect the integrity of the procurement process by shielding it from undue influences prior to the contract award, or the competitive selection process is otherwise concluded. However, nothing herein shall prohibit a prospective bidder/proposer/protestor from contacting the purchasing department or the county attorney's office to address situations such as clarification and/or pose questions related to the procurement process.

Lobbying of evaluation committee members, county government employees, elected/appointed officials, or advisory board members regarding requests for proposals, requests for quotations, requests for qualifications, bids, or purchasing contracts, by the bidder/proposer, any member of the bidder's/proposer's staff, any agent or representative of the bidder/proposer, or any person employed by any legal entity affiliated with or representing a bidder/proposer/protestor, is strictly prohibited from the date of the advertisement, or on a date otherwise established by the board of county commissioners, until either an award is final, or the competitive selection process is otherwise concluded. Any lobbying activities in violation of this section by or on behalf of a bidder/proposer shall result in the disqualification or rejection of the proposal, quotation, statement of qualification, bid or contract.

For purposes of this provision, lobbying shall mean influencing or attempting to influence action or non-action, and/or attempting to obtain the goodwill of persons specified herein relating to the selection, ranking, or contract award in connection with any request for proposal, request for quotation, request for qualification, bid or purchasing contract through direct or indirect oral or written communication. The final award of a purchasing contract shall be the effective date of the purchasing contract.

Any evaluation committee member, county government employee, elected/appointed official, or advisory board member who has been lobbied shall immediately report the lobbying activity to the director of purchasing.

39. **ADDITIONAL REQUIREMENTS:**

The County reserves the right to request additional goods or services relating to this Agreement from the Contractor. When approved by the County as an amendment to this Agreement and authorized in writing, the Contractor shall provide such additional requirements as may become necessary.

40. **ADD/DELETE LOCATIONS SERVICES:**

The County reserves the right to unilaterally add or delete locations/services, either collectively or individually, at the County's sole option, at any time after award has been made as may be deemed necessary or in the best interests of the County. In such case, the contractor(s) will be required to provide services to this contract in accordance with the terms, conditions, and specifications.

41. **INTEGRITY OF BID DOCUMENTS**

Bidders shall use the original Bid Form(s) provided by the Purchasing Department and enter information only in the spaces where a response is requested. Bidders may use an attachment as an *addendum* to the Bid Form(s) if sufficient space is not available on the original form for the bidder to enter a complete response. **Any modifications or alterations to the original bid documents by the bidder, whether intentional or otherwise, will constitute grounds for rejection of a bid.** Any such modifications or alterations a bidder wishes to propose must be clearly stated in the bidder's proposal response and presented in the form of an addendum to the original bid documents.

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| SECTION A - GENERAL CONDITIONS |
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42. PUBLIC EMERGENCIES:

It is hereby made a part of this bid that before, during, and after a public emergency, disaster, hurricane, tornado, flood, or other acts of God that Pinellas County shall require a "First Priority" for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation that threatens public health and safety, as determined by the County. Vendor/contractor agrees to rent/sell/lease all goods and services to the County or governmental entities on a "first priority" basis. The County expects to pay a fair and reasonable price for all products and services rendered or contracted in the event of a disaster, emergency, hurricane, tornado or other acts of God.

43. JOINT VENTURES:

All Bidders intending to submit a bid as a Joint Venture are required to have filed proper documents with the Florida Department of State, the Division of Professions, Construction Industry Licensing Board and any other state or local licensing Agency prior to submitting the bid (see Section 489.119 Florida Statutes).

Joint Venture Firms must provide an affidavit attesting to the formulation of a joint venture and provide either proof of incorporation as a joint venture or a copy of the formal joint venture Agreement between all joint venture parties, indicating their respective roles, responsibilities and levels of participation for the project.

44. CONFLICT OF INTEREST:

- a) The Bidder represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder. The Bidder further represents that no person having any such interest shall be employed by him/her during the agreement term and any extensions. In addition, the Bidder shall not offer gifts or gratuities to County Employees as County Employees are not permitted to accept gifts or gratuities. By signing this bid document, the Bidder acknowledges that no gifts or gratuities have been offered to County Employees or anyone else involved in this competitive invitation to bid process.
- b) The Bidder shall promptly notify the County's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest, or other circumstance, which may influence or appear to influence the Contractor's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Bidder may undertake and request an opinion of the County as to whether the association, interest or circumstance would, in the opinion of the County, constitute a conflict of interest if entered into by the Bidder. The County agrees to notify the Bidder of its opinion, by certified mail, within thirty days of receipt of notification by the Bidder.
- c) It is essential to government procurement that the process be open, equitable and ethical. To this end, if potential unethical practices including but not limited to collusion, receipt or solicitation of gifts and conflicts of interest (direct/indirect) etc. are observed or perceived, please report such activity to:

Pinellas County Clerk of Circuit Court – Division of Inspector General

Phone – (727) 45FRAUD (453-7283)

Fax – 727-464-8386

SECTION A - GENERAL CONDITIONS

45. PROTEST PROCEDURE:

As per Section 2-162 of County Code

(a) *Bid/Proposal protests.* Any prospective bidder or proposer, who is aggrieved by the contents of the bid or proposal package, or any bidder or proposer who is aggrieved in connection with the recommended award on a bid or proposal solicitation, may file a written protest to the director of purchasing as provided herein. This right to protest is strictly limited to those procurements of goods or services solicited through invitations to bid or requests for proposals, including solicitations pursuant to § 287.055, Florida Statutes, the "Consultants' Competitive Negotiation Act." No other actions or recommendations in connection with a solicitation can be protested, including: (i) requests for quotations or requests for qualifications; (ii) rejection of some, all or parts of bids or proposals; (iii) disqualification of bidders or proposers as non-responsive or non-responsible; or (iv) recommended awards less than the mandatory bid or proposal amount. Protests failing to comply with the provisions of this section 2-162 shall not be reviewed.

(b) The purchasing department shall post the recommended award on the departmental website no less than five (5) full business days after the decision to recommend the award is made.

(c) *Requirements to Protest.*

(1) If the protest relates to the content of the bid/proposal package, a formal written protest must be filed no later than 5:00 p.m. on the fifth full business day after issuance of the bid/proposal package.

(2) If the protest relates to the recommended award of a bid or proposal, a formal written protest must be filed no later than 5:00 p.m., on the fifth full business day after posting of the award recommendation.

(3) The formal written protest shall identify the protesting party and the solicitation involved; include a statement of the grounds on which the protest is based; refer to the statutes, laws, ordinances or other legal authorities which the protesting party deems applicable to such grounds; and specifically request the relief to which the protesting party deems itself entitled by application of such authorities to such grounds.

(4) A formal written protest is considered filed with the county when the purchasing department receives it. Accordingly, a protest is not timely filed unless it is received within the time specified above by the purchasing department. Failure to file a formal written protest within the time period specified shall constitute a waiver of the right to protest and result in relinquishment of all rights to protest by the bidder/proposer.

(d) *Rights of interested parties.* Bidders or proposers, other than the protestor, which would be directly affected by the favorable resolution of a protest relating to a recommended award, shall have the right to provide written documentation related to the protested solicitation. Said interested parties shall be solely responsible for determining whether a protest has been filed. Any documentation submitted by an interested party must be filed with the director of purchasing no later than 5:00 p.m. on the fifth full business day after the purchasing department posts notification that a protest has been filed. Any interested party submitting documentation shall bear all costs, including legal representation, relating to the submission.

(e) *Sole remedy.* These procedures shall be the sole remedy for challenging an award of bid. Bidder/proposers are prohibited from attempts to influence, persuade, or promote a bid protest through any other channels or means. Such attempts shall be cause for suspension in accordance with 2-161(b) of this article.

(f) *Lobbying.* Protestors, and interested parties as defined subsection (d), and anyone acting on their behalf, are prohibited from attempts to influence, persuade, or promote a bid or proposal protest through any other channels or means, and contacting any Pinellas County official, employee, advisory board member, or representative to discuss any matter relating in any way to the solicitation being protested, other than the purchasing department's or county attorney's office employees. The prohibitions provided for herein shall begin with the filing of the protest and end upon the final disposition of the protest; provided however, at all times protestors shall be subject to the procurement lobbying prohibitions in section 2-189 of this code. Failure to adhere to the prohibitions herein shall result in the rejection of the protest without further consideration.

SECTION A - GENERAL CONDITIONS

(g) *Time Limits.* The time limits in which protests must be filed as specified herein may be altered by specific provisions in the Bid/Request for Proposal.

(h) *Authority to resolve.* The Director of Purchasing shall resolve the protest in a in accordance with the documentation and applicable legal authorities and shall issue a written decision to the protestor no later than 5:00 p.m. on the tenth full business day after the filing thereof.

(i) *Review of Purchasing Director's decision.*

(1) The protesting party may request a review of the Purchasing Director's decision to the County Administrator by delivering written request for review of the decision to the Director of Purchasing by 5:00 p.m. on the fifth full business day after the date of the written decision. The written notice shall include any materials, statements, arguments which the bidder/proposer deems relevant to the issues raised in the request to review the decision of the Purchasing Director.

(2) The county administrator shall issue a decision in writing stating the reason for the action with a copy furnished to the protesting party no later than 5:00 p.m., on the seventh full business day after receipt of the request for review. The decision shall be final and conclusive as to the county unless a party commences action in a court of competent jurisdiction.

(j) *Stay of Procurement During Protests.* There shall be no stay of procurement during protests.

46. **DISPUTE RESOLUTION FOR PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS IN MATTERS OF INVOICE PAYMENTS:**

Payment of invoices for work performed for Pinellas County Board of County Commissioners (County) is made, by standard, in arrears in accordance with Section 218.70, et. seq., Florida Statutes, the Local Government Prompt Payment Act.

If a dispute should arise as a result of non-payment of a payment request or invoice the following Dispute Resolution process shall apply:

- A. Pinellas County shall notify a vendor in writing within ten (10) days after receipt of an improper invoice, that the invoice is improper. The notice should indicate what steps the vendor should undertake to correct the invoice and resubmit a proper invoice to the County. The steps taken by the vendor shall be that of initially contacting the requesting department to validate their invoice and receive a sign off from that entity that would indicate that the invoice in question is in keeping with the terms and conditions of the agreement. Once sign off is obtained, the vendor should then resubmit the invoice as a "Corrected Invoice" to the requesting department which will initiate the payment timeline.
- 1 Requesting department for this purpose is defined as the County department for whom the work is performed.
 - 2 Proper invoice for this purpose is defined as an invoice submitted for work performed that meets prior agreed upon terms or conditions to the satisfaction of Pinellas County.
- B. Should a dispute result between the vendor and the County about payment of a payment request or an invoice then the vendor should submit their dissatisfaction in writing to the Requesting Department. Each Requesting Department shall assign a representative who shall act as a "Dispute Manager" to resolve the issue at departmental level.
- C. The Dispute Manager shall first initiate procedures to investigate the dispute and document the steps taken to resolve the issue in accordance with section 218.76 Florida Statutes. Such procedures shall be commenced no later than forty-five (45) days after the date on which the payment request or invoice was received by Pinellas County, and shall not extend beyond sixty (60) days after the date on which the payment request or invoice was received by Pinellas County.

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| SECTION A - GENERAL CONDITIONS |
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- D. The Dispute Manager should investigate and ascertain that the work, for which the payment request or invoice has been submitted, was performed to Pinellas County's satisfaction and duly accepted by the Proper Authority. Proper Authority for this purpose is defined as the Pinellas County representative who is designated as the approving authority for the work performed in the contractual document. The Dispute Manager shall perform the required investigation and arrive at a solution before or at the sixty (60) days timeframe for resolution of the dispute, per section 218.76, Florida Statutes. The County Administrator or his or her designee shall be the final arbiter in resolving the issue before it becomes a legal matter. The County Administrator or his or her designee will issue their decision in writing.
- E. Pinellas County Dispute Resolution Procedures shall not be subject to Chapter 120 of the Florida Statutes. The procedures shall also, per section 218.76, Florida Statutes, not be intended as an administrative proceeding which would prohibit a court from ruling again on any action resulting from the dispute.
- F. Should the dispute be resolved in the County's favor interest charges begin to accrue fifteen (15) days after the final decision made by the County. Should the dispute be resolved in the vendor's favor the County shall pay interest as of the original date the payment was due.
- G. For any legal action to recover any fees due because of the application of sections 218.70 et. seq., Florida Statutes, an award shall be made to cover court costs and reasonable attorney fees, including those fees incurred as a result of an appeal, to the prevailing party if it is found that the non-prevailing party held back any payment that was the reason for the dispute without having any reasonable lawful basis or fact to dispute the prevailing party's claim to those amounts.

SECTION B – SPECIAL CONDITIONS

BID TITLE: FUEL: GASOLINE AND DIESEL (CO-OP)**BID NUMBER: 145-0387-B(PF)**

IMPORTANT NOTICE: Changes have been made to the Insurance process. INSURANCE IS NOW DUE WITH BID SUBMITTAL. See SECTION C – Insurance Requirements.

1. **INTENT - COOPERATIVE BID:**

This is a cooperative bid for the purpose of establishing a contract for Petroleum Fuel Products to order on an as needed basis by, but not limited to, the following participants:

- A. City of City of Dunedin
- B. City of Gulfport
- C. City of Indian Rocks Beach
- D. City of Largo
- E. City of Madeira Beach
- F. City of Oldsmar
- G. City of Pinellas Park
- H. City of St. Petersburg
- I. City of Tampa
- J. Hillsborough County Sheriff's Office
- K. Palm Harbor Fire Rescue
- L. St. Petersburg College
- M. Pinellas County Board of County Commissioners

2. Award for transport deliveries portion of this contract will be on a Primary/Secondary basis. The Primary is the lowest responsive, responsible bidder whose bid, conforming to the Invitation to Bid, is most advantageous to Pinellas County, price and other factors considered. The Secondary is defined as the second lowest responsive and responsible bidder whose bid, conforming to the Invitation to Bid, is most advantageous to Pinellas County, price and other factors considered.

Should the Primary Contractor fail to deliver within 24 hours after fuel has been ordered, the requesting participating jurisdiction or entity reserves the right to procure the order from the Secondary Contractor. In which event, the extra cost of procuring such fuel above the contract price may be charged back to the Primary Contractor or may be deducted from any moneys due or which may become due.

Award shall be consistent among all of the above agency participants, but each entity shall make their own award. Each participating agency may execute its own contract with the successful bidder in accordance with its respective purchasing policies and procedures. Each participating agency will be responsible for issuing its own purchase order(s), and for order placement.

3. **QUANTITIES:** Quantities stated are an estimate only and no guarantee is given or implied as to quantities that will be used during the contract period. Estimated quantities are based upon previous use and/or anticipated needs.
4. **PRICING/PERIOD OF CONTRACT:** Duration of the contract shall be for a period of five (5) years. Fixed Fee per Gallon unit prices bid of listed items shall be held firm for the initial twelve (12) months of the contract. A price escalation/de-escalation will be allowed twelve (12) months after the beginning of the award period and at twelve (12) month intervals thereafter, provided the Contractor notifies the County, in writing, of the pending price escalation/de-escalation a minimum of 30 days prior to the effective date for the price change. The price escalation percentage change shall not exceed the previous twelve month percentage average of the Consumers Price Index (CPI), All Urban Consumers, Not Seasonally Adjusted, U.S. City Average, All Items Base Period: 1982-84=100 CUUR0000SAH2 Fuels and Utilities published by the U.S. Department of Labor's Bureau of Labor Statistics.

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| SECTION B – SPECIAL CONDITIONS |
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It is the vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence annually, the vendor's request for adjustment should be submitted four (4) months prior to contract anniversary date. The vendor adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the County will assume the vendor has agreed to continue without a pricing adjustment. Any adjustment request received after the annual contract anniversary date may not be considered.

Fixed Fee Per Gallon: This is the fixed amount to be added to or subtracted from the average base price, as defined below in Average Base Price, of each gallon of fuel delivered to Entities. The fixed fee will include any delivery cost from the Contractor's terminal to the delivery location plus any other administrative or handling charges, profit, etc. All prices are F.O.B. delivered into storage tanks at the locations specified.

Average Base Price: All prices will be based on Port of Tampa Florida average terminal rack prices published daily in Oil Price Information Service, United Publications (OPIS) the day of order placement.

The base cost will be validated by daily OPIS price sheets provided by the supplier via e-mail to designated Entity personnel.

Invoice Fuel prices are not to include any State of Florida and/or Federal taxes from which the County and/or participating entity is exempt.

Per Gallon Fuel Prices will be calculated using the following information:

- the Average Base Price the day of order placement
- the Fixed Fee per gallon price as listed on the bid submittal
- all applicable fuel taxes and or petroleum associated fees as listed on the bid submittal

5. **PRE-COMMENCEMENT MEETING:**

Upon award of bid, the County will coordinate a pre-commencement meeting with the successful Contractor(s). The meeting will require Contractor, County and Co-operative representatives to review specific contract details and deliverable documents at this meeting to ensure the scope of work and work areas are understood.

6. **TIMELINESS OF DELIVERY:**

Deliveries shall be made within twenty-four hours of the time that the order is placed. It is agreed that if the Contractor(s) is to be delayed in making deliveries, in excess of twenty-four (24) hours, the Contractor will immediately notify by telephone (entities below), providing specific reasons for non-delivery and date deliveries will be resumed. Pricing of set product for such delays shall remain at the initial order price for product and transportation.

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| SECTION B - SPECIAL CONDITIONS |
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Contact information of participating Co-operative Entities:

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| <p>City of Dunedin, Fleet Service 1090 Virginia Street Dunedin, FL 34698 727-738-1844</p> | <p>City of Gulfport Purchasing Department 2401 53rd Street South Gulfport, FL 33737-5187 727-321-1158</p> |
| <p>City of Indian Rocks Beach 1507 Bay Palm Blvd Indian Rock Beach, FL 33785-2899 727-595-6889</p> | <p>City of Largo Purchasing Department P.O. Box 296 Largo, FL 33779 727-587-6727</p> |
| <p>City of Madeira Beach 300 Municipal Dr. Madeira Beach, FL 33708 727-399-1131</p> | <p>City of Oldsmar Municipal Services Building 300 Commerce Blvd Oldsmar, FL 34677</p> |
| <p>City of Pinellas Park Purchasing Department 5141 78th Ave. Pinellas Park, FL 34665-2498 727-541-0750</p> | <p>City of St. Petersburg Procurement and Supply Department P.O. Box 2482 St. Petersburg, FL 33731-2842 727-893-7026</p> |
| <p>Hillsborough County Sheriff's Office Maintenance Support Services 2214 N. Falkenburg Road, Tampa, Fl 33619 813-247-0043</p> | <p>Palm Harbor Fire and Rescue 250 West Lake Road Palm Harbor, FL 34684 727-784-0454</p> |
| <p>St. Petersburg College Purchasing Department P.O. Box 13489 St. Petersburg, FL 33733-3489 727-341-3248</p> | <p>Pinellas County Board of County Commissioners Fleet Department 9685 Ulmerton Rd. Largo, FL 33771 727- 582-30508</p> |

7. **PURCHASES AT LOWER PRICING:**

If an item is found during the course of the contract, at a lower price than that awarded by the bid, then the bidder shall extend the lower pricing to the County or the County may purchase that item for the lower price from another provider. The County will provide proof that the lower price is offered by another provider. If the successful Contractor(s) lowers their pricing during the term of the contract, the successful Contractor(s) shall automatically furnish the lower price to the County without prompting.

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| SECTION B – SPECIAL CONDITIONS |
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8. SUBMISSION OF BIDS:

Paper documents may be provided, but should be accompanied by an equivalent electronic PDF file. Provide one original and one copy on paper, plus two (2) compact discs (CD). The preferred method is PDF conversion from your source files (to minimize file size and maximize quality and accessibility) rather than scanning.

Instructions for Providing Files in PDF Format to Pinellas County Government**A. Why does Pinellas County Government want all the documents as PDF files?**

Answer- It's much more efficient to go paperless, and PDF is a universal file format that fits perfectly into government workflow processes.

B. How do I convert my files to PDF format?

Answer- If you have a program such as Adobe Acrobat, creating a PDF of any file is a simple print function. Rather than printing to a traditional printer, the file converts to a PDF format copy of your original. Any program (such as Word, PowerPoint, Excel, etc.) can be converted this way by simply selecting the print command and choosing PDF as the printer.

C. Should I scan everything and save as PDF?

Answer- Not unless you are scanning with OCR (optical character recognition). Scanning will create unnecessarily large files because a scan is just a picture of a page rather than actual page text. Furthermore, the result of scanning is that your pages will not look nearly as "clean" or professional as simply using the print to PDF method from the program from which the file originates. Additionally, since scan pages are pictures of text, not really text, they may not be considered accessible* under Federal ADA guidelines (*unless the scans are OCR.)

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| SECTION C – INSURANCE REQUIREMENTS |
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Notice: The Contractor/Vendor must provide a certificate of insurance and endorsement in accordance with the insurance requirements listed below (Section C) prior to recommendation for award. Failure to provide the required insurance within a ten (10) day period following the determination or recommendation of lowest responsive, responsible bidder may result in the County to vacate the original determination or recommendation and proceed with recommendation to the second lowest, responsive, responsible bidder.

The Contracted vendor shall obtain and maintain, and require any sub-contractors to obtain and maintain, at all times during its performance of the Agreement, insurance of the types and in the amounts set forth. For projects with a Completed Operations exposure, Contractor shall maintain coverage and provide evidence of insurance for two (2) years beyond final acceptance. All insurance policies shall be from responsible companies duly authorized to do business in the State of Florida and have an AM Best rating of A- VIII or better.

- a) Bid submittals should include, the Bidder's current Certificate(s) of Insurance in accordance with the insurance requirements listed below. If Bidder does not currently meet insurance requirements, bidder shall also include verification from their broker or agent that any required insurance not provided at that time of submittal will be in place within 10 days after award recommendation.
- b) Within 10 days of **contract award** and prior to commencement of work, Bidder shall email certificate that is compliant with the insurance requirements to CertsOnly-Portland@ebix.com. If certificate received with bid was a compliant certificate no further action may be necessary. It is imperative that bidder include the unique identifier, which will be supplied by the County's Purchasing Department. The Certificate(s) of Insurance shall be signed by authorized representatives of the insurance companies shown on the Certificate(s). **A copy of the endorsement(s) referenced in paragraph d) for Additional Insured shall be attached to the certificate(s) referenced in this paragraph.**
- c) No work shall commence at any project site unless and until the required Certificate(s) of Insurance are received and approved by the County. Approval by the County of any Certificate(s) of Insurance does not constitute verification by the County that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate(s) of Insurance is in compliance with the requirements of the Agreement. County reserves the right to require a certified copy of the entire insurance policy, including endorsement(s), at any time during the Bid and/or contract period.
- d) All policies providing liability coverage(s), other than professional liability and workers compensation policies, obtained by the Bidder and any subcontractors to meet the requirements of the Agreement shall be endorsed to include Pinellas County Board of County Commissioners as an Additional Insured.
- e) If any insurance provided pursuant to the Agreement expires prior to the completion of the Work, renewal Certificate(s) of Insurance and endorsement(s) shall be furnished by the Bidder to the County at least thirty (30) days prior to the expiration date.
 - (1) Bidder shall also notify County within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, nonrenewal or adverse material change in coverage received by said Bidder from its insurer. Notice shall be given by certified mail to: Pinellas County, c/o Ebix BPO, PO Box 257, Portland, MI, 48875-0257; be sure to include your organization's unique identifier, which will be provided upon notice of award. Nothing contained herein shall absolve Bidder of this requirement to provide notice.
 - (2) Should the Bidder, at any time, not maintain the insurance coverages required herein, the County may terminate the Agreement, or at its sole discretion may purchase such coverages necessary for the protection of the County and charge the Bidder for such purchase or offset the cost against amounts due to bidder for services completed. The County shall be under no obligation to purchase such insurance, nor shall it be responsible for the coverages purchased or the insurance company or companies used. The decision of the County to purchase such insurance shall in no way be construed to be a waiver of any of its rights under the Agreement.
- f) The County reserves the right, but not the duty, to review and request a copy of the Contractor's most recent annual report or audited financial statement when a self-insured retention (SIR) or deductible exceeds \$50,000.

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| SECTION C – INSURANCE REQUIREMENTS |
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- g) If subcontracting is allowed under this Bid, the Prime Bidder shall obtain and maintain, at all times during its performance of the Agreement, insurance of the types and in the amounts set forth; and require any subcontractors to obtain and maintain, at all times during its performance of the Agreement, insurance limits as it may apply to the portion of the Work performed by the subcontractor; *but in no event will the insurance limits be less than \$500,000 for Workers' Compensation/Employers' Liability, and \$1,000,000 for General Liability and Auto Liability if required below.*
- (1) All subcontracts between Bidder and its subcontractors shall be in writing and are subject to the County's prior written approval. Further, all subcontracts shall (1) require each subcontractor to be bound to Bidder to the same extent Bidder is bound to the County by the terms of the Contract Documents, as those terms may apply to the portion of the Work to be performed by the subcontractor; (2) provide for the assignment of the subcontracts from Bidder to the County at the election of Owner upon termination of the Contract; (3) provide that County will be an additional indemnified party of the subcontract; (4) provide that the County will be an additional insured on all insurance policies required to be provided by the subcontractor except workers compensation and professional liability; (5) provide waiver of subrogation in favor of the County and other insurance terms and/or conditions as outlined below; (6) assign all warranties directly to the County; and (7) identify the County as an intended third-party beneficiary of the subcontract. Bidder shall make available to each proposed subcontractor, prior to the execution of the subcontract, copies of the Contract Documents to which the subcontractor will be bound by this Section C and identify to the subcontractor any terms and conditions of the proposed subcontract which may be at variance with the Contract Documents.
- h) Each insurance policy and/or certificate shall include the following terms and/or conditions:
- (1) The Named Insured on the Certificate of Insurance and insurance policy must match the entity's name that responded to the solicitation and/or is signing the agreement with the County. If Bidder is a Joint Venture per Section A. titled Joint Venture of this Bid, Certificate of Insurance and Named Insured must show Joint Venture Legal Entity name and the Joint Venture must comply with the requirements of Section C with regard to limits, terms and conditions, including completed operations coverage.
- (2) Companies issuing the insurance policy, or policies, shall have no recourse against County for payment of premiums or assessments for any deductibles which all are at the sole responsibility and risk of Contractor.
- (3) The term "County" or "Pinellas County" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Constitutional offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
- (4) The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County or any such future coverage, or to County's Self-Insured Retentions of whatever nature.
- (5) All policies shall be written on a primary, non-contributory basis.
- (6) Any Certificate(s) of Insurance evidencing coverage provided by a leasing company for either workers compensation or commercial general liability shall have a list of covered employees certified by the leasing company attached to the Certificate(s) of Insurance. The County shall have the right, but not the obligation to determine that the Bidder is only using employees named on such list to perform work for the County. Should employees not named be utilized by Bidder, the County, at its option may stop work without penalty to the County until proof of coverage or removal of the employee by the contractor occurs, or alternatively find the Bidder to be in default and take such other protective measures as necessary.
- (7) Insurance policies, other than Professional Liability, shall include waivers of subrogation in favor of Pinellas County from both the Bidder and subcontractor(s).
- i) The minimum insurance requirements and limits for this Agreement, which shall remain in effect throughout its duration and for two (2) years beyond final acceptance for projects with a Completed Operations exposure, are as follows:

SECTION C – INSURANCE REQUIREMENTS

(1) Workers' Compensation Insurance

Limit Florida Statutory

Employers' Liability Limits

| | |
|----------------------|------------|
| Per Employee | \$ 100,000 |
| Per Employee Disease | \$ 100,000 |
| Policy Limit Disease | \$ 500,000 |

(2) Commercial General Liability Insurance including, but not limited to, Independent Contractor, Contractual Liability Premises/Operations, Products/Completed Operations, and Personal Injury.

Limits

| | |
|---|--------------|
| Combined Single Limit Per Occurrence | \$ 1,000,000 |
| Products/Completed Operations Aggregate | \$ 1,000,000 |
| Personal Injury and Advertising Injury | \$ 1,000,000 |
| General Aggregate | \$ 2,000,000 |

(3) Business Automobile or Trucker's/Garage Liability Insurance covering owned, hired, and non-owned vehicles. If the Bidder does not own any vehicles, then evidence of Hired and Non-owned coverage is sufficient. Coverage shall be on an "occurrence" basis, such insurance to include coverage for loading and unloading hazards, unless Bidder can show that this coverage exists under the Commercial General Liability policy.

Limit

| | |
|------------------------------------|--------------|
| Combined Single Limit Per Accident | \$ 1,000,000 |
|------------------------------------|--------------|

(4) Excess or Umbrella Liability Insurance excess of the primary coverage required, in paragraphs (1), (2), and (3) above:

Limits

| | |
|-------------------|--------------|
| Each Occurrence | \$ 4,000,000 |
| General Aggregate | \$ 4,000,000 |

(5) Pollution Legal/Environmental Legal Liability Insurance for pollution losses arising from all services performed to comply with this contract. Coverage shall apply to sudden and gradual pollution conditions including the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, the atmosphere or any watercourse or body of water, which results in Bodily Injury or Property Damage. If policy is written on a Claims Made form, a retroactive date is required, and coverage must be maintained for 3 years after completion of contract or "tail coverage must be purchased. Coverage should include and be for the at least the minimum limits listed below:

- 1) Bodily injury, sickness, disease, mental anguish or shock sustained by any person, including death; property damage including physical injury to or destruction of tangible property including the resulting loss of use thereof, clean up costs, and the loss of use of tangible property that has not been physically injured or destroyed;

SECTION C – INSURANCE REQUIREMENTS

- 2) Defense including costs, charges and expenses incurred in the investigation, adjustment or defense of claims for such compensation damages.
- 3) Cost of Cleanup/Remediation.

Limits

| | |
|-------------------------|--------------|
| Per Claim or Occurrence | \$ 5,000,000 |
| General Aggregate | \$ 5,000,000 |

For acceptance of Pollution Legal/Environmental Legal Liability coverage included within another policy coverage required herein, a statement notifying the certificate holder must be included on the certificate of insurance and the total amount of said coverage per occurrence must be greater than or equal to the amount of Pollution Legal/Environmental Legal Liability and other coverage combined.

- (6) Property Insurance Bidder will be responsible for all damage to its own property, equipment and/or materials.

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| SECTION D – VENDOR REFERENCES |
|--------------------------------------|

THE FOLLOWING INFORMATION IS REQUIRED IN ORDER THAT YOUR BID MAY BE REVIEWED AND PROPERLY EVALUATED.

COMPANY NAME: Mansfield Oil Company of Gainesville, Inc.

LENGTH OF TIME COMPANY HAS BEEN IN BUSINESS: Fifty-eight (58) years

BUSINESS ADDRESS: 1025 Airport Parkway, Gainesville, GA 30501-6813

HOW LONG IN PRESENT LOCATION: Thirty five (35) years

TELEPHONE NUMBER: 800-255-6699 FAX NUMBER: 678-450-2242

TOTAL NUMBER OF CURRENT EMPLOYEES: 617 FULL TIME 11 PART TIME

NUMBER OF EMPLOYEES YOU PLAN TO USE TO SERVICE THIS CONTRACT: 6

All references will be contacted by a County Designee via email, fax, mail or phone call to obtain answers to questions, as applicable before an evaluation decision is made.

LOCAL COMMERCIAL AND/OR GOVERNMENTAL REFERENCES THAT YOU HAVE PREVIOUSLY PERFORMED SIMILAR CONTRACT SERVICES FOR:

- | | |
|---|---|
| <p>1. COMPANY: <u>Hillsborough County School Board</u></p> <p>ADDRESS: <u>901 E. Kennedy Blvd, Tampa, FL 33602</u></p> <p>TELEPHONE/FAX: <u>813-272-4369</u></p> <p>CONTACT: <u>Kathy Olsen</u></p> <p>CONTACT EMAIL: <u>kathy.olsen@sdhc.k12.fl.us</u></p> <p>COMPANY EMAIL ADDRESS: <u>www.sdhc.k12.fl.us</u></p> | <p>2. COMPANY: <u>State of Florida</u></p> <p>ADDRESS: <u>4050 Esplanade Way, Suite 360, Tallahassee, FL 32399</u></p> <p>TELEPHONE/FAX: <u>850-921-4072</u></p> <p>CONTACT: <u>David Bennett</u></p> <p>CONTACT EMAIL: <u>david.bennett@dms.myflorida.com</u></p> <p>COMPANY EMAIL ADDRESS: <u>www.myflorida.com</u></p> |
| <p>3. COMPANY: <u>Sarasota County</u></p> <p>ADDRESS: <u>1660 Ringling Blvd 3rd Floor, Sarasota, FL 34236</u></p> <p>TELEPHONE/FAX: <u>941-451-0968</u></p> <p>CONTACT: <u>Tara McMahan</u></p> <p>CONTACT EMAIL: <u>tmcmahon@scgov.net</u></p> <p>COMPANY EMAIL ADDRESS: <u>www.scgov.net</u></p> | <p>4. COMPANY: <u>HART</u></p> <p>ADDRESS: <u>4305 E.21St Avenue, Tampa, FL 33605</u></p> <p>TELEPHONE/FAX: <u>813-384-6383</u></p> <p>CONTACT: <u>Cathy Zickefoose</u></p> <p>CONTACT EMAIL: <u>zickefooseC@gohart.org</u></p> <p>COMPANY EMAIL ADDRESS: <u>gohart.org</u></p> |

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| SECTION E – SPECIFICATIONS |
|-----------------------------------|

BID TITLE: FUEL: GASOLINE AND DIESEL (CO-OP)

BID NUMBER: 145-0387-B(PF)

1. OBJECTIVE:

This Cooperative seeks to secure a contract for gasoline and diesel fuels with contractor(s) to supply and deliver fuel to the facilities listed within on an as needed basis. The types of fuel included are:

- Regular Unleaded Gasoline,
- Ultra Low Sulfur Diesel and
- Ultra Low Sulfur Diesel Fuel, Red Dye

2. SCOPE:

A. Gasoline and Diesel Specifications:

Item 1: Regular Unleaded Gasoline – 87 Octane

Regular unleaded gasoline must meet and include the latest revisions to the American Society of Testing and Materials (ASTM) specification D4814-09b, Standard Specification for Automotive Spark-Ignition Engine Fuel with a minimum of 87 Octane and a maximum of 10 % Ethanol.

Item 2: Ultra Low Sulfur Diesel, Grade No.2-D, S15 PPM (On Road Use)

Ultra low sulfur grade diesel fuel is intended for use in on-road, high-speed/medium speed engine applications.

Ultra low sulfur highway diesel fuel (USLD) must meet and include the latest revisions to the American Society of Testing and Materials (ASTM) specification ASTM D975, Standard Specification for Diesel Fuel Oils.

Sulfur levels in the referenced USLD fuel shall not exceed 15 ppm as per the latest Environmental Protection Agency standards for highway diesel.

The fuel must meet the latest ASTM D975-04ce1 lubricity performance standard and possess an API Gravity of 30 to 42 and a minimum Cetane index of 40.

Item 3: Ultra Low Sulfur Diesel Fuel, Red Dye, Grade No. 2-D (Off Road Use)

Ultra Low Sulfur Grade Diesel Fuel, red-dyed is intended for use in off-road, high-speed/medium speed engine applications.

Ultra Low Sulfur Diesel Fuel (USLD) must meet and include the latest revisions to the American Society of Testing and Materials (ASTM) specification ASTM D975.

Sulfur levels in the referenced USLD fuel shall not exceed 15 ppm as per the latest Environmental Protection Agency standards for on-road diesel.

The fuel must meet the latest ASTM D975-04ce1 lubricity performance standard and possess an API Gravity of 30 to 42 and a minimum Cetane index of 40.

During emergency conditions when ULSD is not available, ultra low sulfur diesel, red dye, grade 2-D, not to exceed 550 ppm may be substituted with entity approval.

SECTION E – SPECIFICATIONS

ADDITIONAL REQUIREMENTS:

1. Methanol fuel is not acceptable under this bid.
2. Ethanol blended fuel, up to 10%, may be accepted.
3. Octane rating may not be achieved by the adding of an octane booster additive of any sort subsequent to the refinery process.
4. Contractor(s) before award shall provide Certificates of Analysis certifying that all fuel purchased by the participants in this contract meets the above referenced specifications with bid submittal.

B. Delivery Requirements:

1. Unless otherwise requested, fuel deliveries to Pinellas County facilities shall be made between 7:00 AM and 3:30 PM, Monday through Friday. All other entities participating in this contract shall establish required delivery times with awarded Contractor(s) on an individual basis.
2. The local carrier shall be familiar with all delivery locations. Daily switching of carriers by the contractor(s) will not be accepted. Each bidder shall submit with its bid a Letter of Commitment from the carrier for the various products.

Bidders shall indicate if they have their own carrier or are using a contract carrier.

3. Automatic deliveries may also be arranged per the sole discretion of each participating entity.
4. The Contractor shall e-mail a list of all scheduled deliveries to each participating jurisdiction or entity for each day that deliveries are scheduled. The list shall include all deliveries scheduled for the calendar month and delivery dates for completed deliveries in that month. Lists for each month shall be issued daily until all deliveries for the month are complete.
5. Delivery drivers shall take appropriate precautions against leaks, spills, overfills, and other fuel discharges. All fuel spills must be cleaned up and remediated by Contractor that created same.

Drivers shall remove fuel spilled into overspill containments during nozzle connection and disconnection. This spilled fuel shall be appropriately recycled and not discharged onto the ground at the facility. Spills exceeding 5 gallons shall be immediately reported to the ordering entity.

A fuel spill of 25 gallons or more onto pervious surfaces or 100 gallons or more onto impervious surfaces shall be reported to State and local regulatory agencies.

The bidder and the delivering entity shall be accountable to recover, assess and remediate fuel spills to a "no further action" determination by the Florida Department of Environment Protection.

6. Tank wagon deliveries shall be made through either a nozzle or a 2" cam and groove fitting; some tank systems may be equipped with a 2" male grooved fitting.
7. All bidders shall provide delivery policy relative to delivering fuel into elevated above ground tanks with bid submittal. Fill access is NOT ground level at some County and Co-op facilities.
8. All tank wagons making deliveries must be metered with the capacity to issue a printed delivery ticket, and equipped with sealed state approved compartment markers.

SECTION E – SPECIFICATIONS

9. Contractor(s) shall be fully licensed by local, state or federal regulations and shall comply at all time with local, state or federal rules, regulations, laws, ordinances and statutes in the performance of this contract. Failure to do so may be deemed a material breach of contract and cause for immediate termination of the contract at the sole option of the County.
10. Pinellas County facilities are established for Phase 1 vapor recovery at bulk fueling sites, and proper connections shall be made prior to transferring fuel.
11. Drivers shall follow explicit order instructions regarding the quantities to be transferred into specific tanks. The driver shall independently verify the tank has sufficient capacity to receive the delivery quantity without overfill.
12. Pinellas County fuel sites will have tank conversion charts available at each bulk location to assist the driver in verification.

C. Schedule of Delivery:

1. Deliveries will not be accepted during any period (time) that will cause interruption of service operations.
2. Pinellas County and Co-op fueling facilities shall be available to the Contractor for fuel drops.
3. The Contractor shall be required to provide "proof of delivery". A delivery ticket must be presented with each load of fuel delivered.
4. The delivery ticket shall provide the name of the individual responsible for the delivery of the fuel and must be signed by the person in charge at the point of delivery.
5. One copy of the delivery ticket shall be forwarded by the Contractor with a copy of the invoice and a second copy of the delivery ticket shall be left at the point of delivery, at the time of delivery.
6. Unsigned tickets may not be left at the delivery location. It shall be the driver's responsibility alone to insure that a ticket has been signed. Invoices, for which there is not a signed delivery ticket may not be authorized for payment. Emergency deliveries or deliveries after hours may be excluded.
7. On rare occasions orders will be placed for one hundred (100) gallons of product to be delivered to one site.
8. In an attempt to limit multiple deliveries, every effort will be made to combine requirements.
9. Combining other customers' orders to obtain maximum gallons is acceptable as long as delivery can be made within 24 hours of receiving County or Co-op orders.

D. Emergency Planning:

1. Each bidder shall include a policy statement prior to award regarding fuel deliveries preceding an emergency such as a hurricane, and immediately following, provided that rack facilities remain operational.
2. Transport delivery bidders shall include a policy statement prior to award, regarding the availability, on a limited basis of transport trailers to be filled and left at protected County facilities to serve as emergency fuel supplies. The daily cost, if any, associated with this service must be included with bid.

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| SECTION E – SPECIFICATIONS |
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3. Several of the cooperative entities are classified as First Responders and are an integral part of the County-wide Emergency Management System. As a First Responder, the County has the responsibility to ensure there is no disruption of essential operations.
4. It is critical that the First Responders have a continuous supply of fuel to effectively meet the requirements to protect life and property during emergencies. Contractor(s) are required to have, and maintain, a written agreement(s) with the Port of Tampa and/or other fuel port(s) located in the State of Florida to be considered for any part of this fuel bid award. Provide copy of agreement(s) prior to award.

E. Delivery Locations:

1. Delivery points and storage capacities may be changed at the option of Pinellas County or Co-op agencies during the contract period. Deliveries shall be delivered into tanks on an as and when required basis.
2. Delivery locations, fuel type, quantity of tanks and tank sizes for participating entities are listed on Attachment A.

The type of fuel as defined in the Specifications, Section E:

Item 1. Regular Unleaded Gasoline – 87 Octane (Regular Unleaded)

Item 2. Ultra Low Sulfur Diesel Fuel, Grade 2-D, S15, On Road Use (Diesel)

Item 3. Ultra Low Sulfur Diesel Fuel, Red Dye, Grade 2-D, Off-Road (Diesel-Red Dyed)

F. Reporting:

The Contractor shall submit a composite report of all purchases made against the contract once a year to Pinellas County. The report shall include at a minimum the ordering entity, the location, the date ordered, item description, quantities of each item purchased/delivered, unit of measure, and the unit price and extension. The report shall provide a total amount spent within the contract period.

G. Submission of Pinellas County Invoices:

Invoices submitted shall be completed in accordance with Section A, 27 Payment/Invoices (page 6). Invoices for Pinellas County shall be submitted to:

Pinellas County Fleet Management Administration
9685 Ulmerton Road
Largo, FL 33771
Phone: 727-582-3000
Fax: 727-585-3061

SECTION E - SPECIFICATIONS

Estimated Five (5) Year Fuel Requirements in Gallons

| AGENCY | ITEM 1 REGULAR UNLEADED 87 OCTANE | ITEM 2 ULTRA LOW SULFUR DIESEL GRADE 2-D, S15 (ON-ROAD) | ITEM 3 ULTRA LOW SULFUR DIESEL RED DYE GRADE 2-D (OFF-ROAD) |
|---|--|--|--|
| CITY OF DUNEDIN | 275,000 | 2,050,000 | 25,000 |
| CITY OF GULFPORT | 190,000 | 210,000 | 0 |
| CITY OF INDIAN ROCKS BEACH | 31,250 | 0 | 100,000 |
| CITY OF LARGO | 1,102,500 | 1,352,500 | 0 |
| CITY OF MADERIA BEACH | 675,000 | 100,000 | 0 |
| CITY OF OLDSMAR | 106,000 | 100,000 | 11,500 |
| CITY OF PINELLAS PARK | 825,000 | 325,000 | 0 |
| CITY OF ST. PETERSBURG | 33,500 | 34,250 | 173,875 |
| HILLSBOROUGH COUNTY SHERIFF'S OFFICE | 7,500,000 | 0 | 220,000 |
| PALM HARBOR FIRE AND RESCUE | 19,000 | 86,000 | 0 |
| PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS | 8,500,000 | 4,750,000 | 500,000 |
| ST. PETERSBURG COLLEGE | 110,000 | 4,500 | 0 |
| TOTALS: | 19,367,250 | 9,012,250 | 1,030,375 |
| Estimated Breakdown: | | | |
| TANKWAGON | 1,328,045 | 630,735 | 610,325 |
| TRANSPORT | 18,039,205 | 8,381,515 | 420,050 |

SECTION F – BID SUMMARY

FEE MARKUP PER GALLON ALL INCLUSIVE CHARGE (PLUS OR MINUS) TO BE ADDED TO AVERAGE BASE PRICE

FIXED FEE MARKUP SHALL BE AN ALL-INCLUSIVE PRICE FOR ALL COSTS ASSOCIATED WITH SUPPLYING AND DELIVERING FUEL TO PARTICIPATING ENTITIES.

| # | ITEM | TRANSPORT FIXED FEE MARKUP PER GALLON | TANK WAGON FIXED FEE MARKUP PER GALLON |
|----|---|---|--|
| 1. | Gasoline, Regular Unleaded Minimum 87 Octane | \$ -0.0170 | \$ +0.1776 |
| 2. | Ultra Low Sulfur Diesel, Grade 2-D, S15, On Road Use | \$ -0.0193 | \$ +0.1776 |
| 3. | Ultra Low Sulfur Diesel, Red Dye, Grade 2-D, Off-Road | \$ -0.0185 | \$ +0.1776 |

Please see Schedule for Taxes & Fees

An award may not be issued without proof that your firm is registered with the Florida Division of Corporations, as per Florida Statute §607.1501 (<http://www.flsenate.gov/Laws/Statutes/2011/607.1501>).

A foreign corporation (foreign to the State of Florida) may not transact business in this state until it obtains a certificate of authority from the Department of State. Please visit www.sunbiz.org for this information on how to become registered

**MANSFIELD OIL CO.
1025 AIRPORT PKWY
GAINESVILLE, GA. 30501**

SECTION F – BID SUMMARY

GENERAL INFORMATION QUESTIONNAIRE

This information will not be used to determine award.
(Additional pages may be submitted)

| | | | |
|---|--|--------------------------------|---|
| TRANSPORT: | | | |
| Capacity & Delivery Limits | 7,500 | gallons | for ULSD and 8,500 gallons for Gasoline |
| Minimum gallons delivered to one location (1 Product) | 7,500 | gallons | for ULSD and 8,500 gallons for Gasoline |
| Minimum gallons to make delivery combining product and orders: | 8,000 | gallons | Total between Gasoline and Diesel |
| Please indicate whether using your own carriers or if using contract carrier: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | CARRIER TO BE USED Three (3) carriers to be used. |
| Comments: Mansfield Oil Company - our own Fleet | | | |
| Eagle Transport Corporation for FTL | | | |
| Jet Age Fuel, Inc. for LTL | | | |

| | | | |
|--|-------|---------|--|
| TANK WAGON: | | | |
| Capacity & Delivery Limits | 4,900 | gallons | |
| Minimum gallons delivered to one location (1 Product) | 500 | gallons | |
| Minimum gallons to make delivery combining product and orders: | 500 | gallons | |
| Comments: | | | |
| | | | |
| | | | |

| | | | |
|---|-------------|---------------------------|--|
| In case of weather emergencies, Entities may be required to have a loaded transport trailer dropped at one or several locations. Please indicate if this is a service you can provide and the demurrage cost per day per tanker. | | | |
| Can you provide this service | YES | NO | |
| Daily demurrage charges | \$ 2,000.00 | Price per trailer per day | |
| Comments: | | | |
| | | | |

SECTION F – BID SUMMARY

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GENERAL INFORMATION QUESTIONNAIRE - CONTINUED
 (Additional pages may be submitted)

| | |
|---|------------------------------------|
| EMERGENCY PLANNING: Each bidder shall include a policy statement prior to award regarding fuel deliveries preceding an emergency such as a hurricane, and immediately following, provided that rack facilities remain operational. (Additional pages may be submitted) | |
| Comments: | Please see attached Emergency Plan |
| | |
| | |
| | |

| | |
|--|-------------------------------|
| DROP CHARGES / SPLIT FEE DELIVERY: | |
| (Delivery of product to two (2) different locations) | \$ 40.00 price per event |
| | |
| Comments: | |
| | |
| | |

| | |
|--|-------------------------------|
| PUMP FEE: | |
| (Delivery of product for elevated above ground storage tanks) | \$ 45.00 price per event |
| All bidders must state delivery policy relative to delivering fuel into elevated above ground tanks. (Additional pages may be submitted) | |
| Comments: | |
| | |
| | |
| FIXED DELIVERY FEE FOR OTHER FUELS NOT LISTED: | \$ N/A fixed fee price |
| Comments: | |
| | |
| | |

SECTION F – BID SUMMARY

**SCHEDULE
GASOLINE & DIESEL FEES & TAXES**

If amount shown is incorrect, indicate the correct amount to the left of the incorrect amount.

| GASOLINE DIESEL FEES & TAXES | GASOLINE | DIESEL |
|------------------------------|----------|--------|
| State Inspection Fee | .00125 | N/A |
| State Pollutant Taxes | .02071 | .02071 |
| Federal Environmental Fee | .00171 | .00190 |
| Federal Road Tax | N/A | N/A |
| State Road Tax | .17300 | .17300 |
| Federal LUST Tax | 0.00100 | 0.0010 |
| Federal Excise Tax* | N/A | N/A |
| Pinellas Gas & Diesel Tax | .143 | .143 |
| | | |

*Supplier will pay the Federal Excise Tax and supply fuels free of the Federal Excise Tax to all participants and users of this contract. Supplier is eligible to claim a tax credit or refund for fuels sold under this contract.

An award may not be issued without proof that your firm is registered with the Florida Division of Corporations, as per Florida Statute §607.1501 (<http://www.flsenate.gov/Laws/Statutes/2011/607.1501>).

A foreign corporation (foreign to the State of Florida) may not transact business in this state until it obtains a certificate of authority from the Department of State. Please visit www.sunbiz.org for this information on how to become registered.

**MANSFIELD OIL CO.
1025 AIRPORT PKWY
GAINESVILLE, GA. 30501**

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| SECTION F – BID SUMMARY |
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Electronic Payment (ePayables)

The Board of County Commissioners (County) is offering faster payments. The County would prefer to make payment using credit card through the ePayables system. See Section A, number 27.

Would your company accept to participate in the ePayables credit card program?

Yes No Prefer to have ACH payments

For more information about ePayables credit card program please visit Purchasing Department website www.pinellascounty.org/purchase.

Mansfield Oil Company of Gainesville, Inc.

Company Name

Signature

David Zarfoss, Director of Government Pricing

Printed Signature

800-255-6699

Phone Number

W-9 REQUEST FOR TAXPAYER ID NUMBER AND CERTIFICATION

Substitute Form

W-9

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.

Name (as shown on your income tax return)
Mansfield Oil Company of Gainesville, Inc.

Business name, if different from above

Check appropriate box: Individual/sole proprietor Corporation Partnership
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ Exempt payee
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
1025 Airport Parkway

City, state, and ZIP code
Gainesville, GA 30501-6813

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

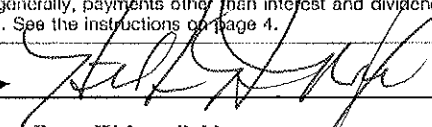
| |
|--|
| Social security number |
| or |
| Employer identification number 58 1091383 |

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined in the instructions).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶  Date ▶ 09/11/2015

*Instructions to Form W-9 available upon request.

Detach on the perforation

Section 119.071(5), Florida Statutes Notice:

Your Tax Identification Number (which for individuals is your social security number) is collected on Form W9 for use in filing information returns with the IRS as described more fully below. Collection of the tax identification number (or social security number as applicable) is mandatory pursuant to Section 6109 of the Internal Revenue Code (26 U.S.C § 6109).

Privacy Act Notice:

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.


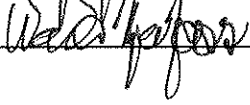
SECTION G - ADDENDA ACKNOWLEDGMENT FORM

BID TITLE: FUEL: GASOLINE AND DIESEL (CO-OP)

BID NUMBER: 145-0387-B(PF)

PLEASE ACKNOWLEDGE RECEIPT OF ADDENDA FOR THIS ITB/RFP BY SIGNING AND DATING BELOW:

ADDENDA NO. SIGNATURE/PRINTED NAME DATE RECEIVED

| ADDENDA NO. | SIGNATURE/PRINTED NAME | DATE RECEIVED |
|-------------|---|---------------|
| 1 |  David Zarfoss | 08/27/2015 |
| 2 |  David Zarfoss | 09/04/2015 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Note: Prior to submitting the response to this solicitation, it is the responsibility of the firm submitting a response to confirm if any addenda have been issued. If such document(s) have been issued, acknowledge receipt by signing and date in section above. Failure to do so may result in response being considered non-responsive or result in lowering the rating of a firm's Bid.

Information regarding Addenda issued is available on the Purchasing Department section of the County's website at, www.pinellascounty.org/purchase/Current_Bids1.htm , listed under category, 'Current Bids.'

ATTACHMENT A
DELIVERY LOCATIONS
(INCLUDING FUEL TYPE, QUANTITY OF TANKS AND TANK SIZE)

| <u>CITY OF DUNEDIN</u> | | | |
|--|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Fleet Service 1090 Virginia Street Dunedin, FL | Diesel | 1 | 12,000 |
| | Regular Unleaded | 1 | 12,000 |
| Wastewater Division 1140 MLK Jr. Blvd. Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 10,000 |
| Water Division 1401 CR # 1 Dunedin, FL 34695 | Diesel-Red Dyed | 1 | 6,000 |
| Martin Luther King Jr. Recreation Center 550 Laura Lane Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 2,000 |
| Public Safety Building 737 Loudon Ave. Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 2,000 |
| Fire Station #1 1046 Virginia St. Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 1,000 |
| Fire Station #2 1941 Ed Echert Dr. Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 1,000 |
| Fire Station #3 2833 Belcher Rd. Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 1,000 |
| Dunedin Community Center 1920 Pinehurst Rd. Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 3,000 |

| <u>CITY OF DUNEDIN</u> | | | |
|--|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Public Services 1405 County Road # 1 Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 1,000 |
| Belcher Road Water Plant 2878 Belcher Road Dunedin, FL 34698 | Diesel-Red Dyed | 1 | 1,000 |

| <u>CITY OF GULFPORT</u> | | | |
|--|----------------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| City of Gulfport City Yard 2401 53 rd Street S. Gulfport, FL | Regular Unleaded Diesel | 1 1 | 8,000 3,000 |

| <u>CITY OF INDIAN ROCKS BEACH</u> | | | |
|--|----------------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| City of Indian Rocks Beach 201 Miami Avenue Indian Rocks Beach, FL | Regular Unleaded Diesel | 1 1 | 1,000 1,000 |

| <u>CITY OF LARGO</u> | | | |
|---|--|-----------------|---------------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| City of Largo Transport Only 100 Second Street S.E. Public Works Facility Largo, FL | Regular Unleaded Regular Unleaded Diesel | 1 1 1 | 4,000 12,000 12,000 |

| <u>CITY OF MADEIRA BEACH</u> | | | |
|------------------------------|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| City of Madeira Beach | Regular Unleaded | 1 | 10,000 |
| Marina | Diesel-Red Dyed | 1 | 10,000 |
| 503 150 th Ave. | | | |
| Madeira Beach, FL 33708 | | | |
| City of Madeira Beach | Regular Unleaded | 1 | 10,000 |
| Public Works | Diesel | 1 | 10,000 |
| 505 150 th Ave. | | | |
| Madeira Beach, FL 33708 | | | |

| <u>CITY OF OLDSMAR</u> | | | |
|----------------------------------|-------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Fueling System Tankwagon | | | |
| Municipal Services Building | Diesel – Red Dyed | 1 | 2,000 |
| 300 Commerce Blvd. | Regular Unleaded | 1 | 1,000 |
| Oldsmar, FL 34677 | Diesel | 1 | 3,000 |
| Water Pump Station Facility | Diesel | 1 | 1,000 |
| 400 Commerce Blvd. | | | |
| Oldsmar, FL 34677 | | | |
| ROWTP | | | |
| 350 Commerce Blvd. | Diesel | 1 | 10,000 |
| Oldsmar, FL 34677 | | | |
| Water Reclamation Facility #2 | Diesel | 1 | 4,000 |
| 351 Lafayette Blvd. | | | |
| Oldsmar, FL 34677 | | | |
| Water Reclamation Facility #2 | Diesel | 1 | 8,000 |
| 351 Lafayette Blvd. | | | |
| Oldsmar, FL 34677 | | | |
| Cypress Forest Recreation Center | Diesel | 1 | 200 |
| 650 Pine Ave. North | | | |
| Oldsmar, FL 34677 | | | |

| CITY OF PINELLAS PARK | | | |
|------------------------------|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| City of Pinellas Park | | | |
| Transport Loads Only | Regular Unleaded | 2 | 13,000 |
| Public Works | Diesel | 1 | 13,000 |
| 8000 60 th St. N. | | | |
| Pinellas Park, FL 33781 | | | |

| CITY OF ST. PETERSBURG | | | |
|-------------------------------|-------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Cosme | Diesel – Red Dyed | 1 | 10,000 |
| 16015 Race Track Road | Diesel | 1 | 1,500 |
| Odessa, FL | | | |
| Water Resources | | | |
| 1650 3rd Avenue N | | | |
| St. Petersburg, FL | | | |
| Building A Administration | Diesel – Red Dyed | 1 | 4,000 |
| Building B Field Service | Diesel – Red Dyed | 1 | 700 |
| Building C Shops | Diesel – Red Dyed | 2 | 540 |
| Building E Lab Field | Diesel – Red Dyed | 1 | 540 |
| Police | Diesel – Red Dyed | 2 | 2,000 |
| 1300 1st. Ave N. | | | |
| St. Petersburg, FL | | | |
| Fire Administration | Diesel – Red Dyed | 1 | 500 |
| 400 Dr. ML King Street S | | | |
| St. Petersburg, FL | | | |
| Fire Station 6 | Diesel – Red Dyed | 1 | 500 |
| 4825 9th Ave N | | | |
| St. Petersburg, FL | | | |
| Fire Station # 20 | Diesel | 1 | 1,000 |
| 911 Oleander Way S. | | | |
| South Pasadena, FL | | | |

| CITY OF ST. PETERSBURG | | | |
|---|---|-----------------|-------------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Consolidated Warehouse 327 17th Street N St. Petersburg, FL | Diesel – Red Dyed | 1 | 550 |
| Mangrove Bay Golf Course 875 62nd Ave NE St. Petersburg, FL | Diesel – Red Dyed Regular Unleaded | 1 1 | 400 600 |
| Twin Brooks Golf Course 3800 22nd Avenue S. St. Petersburg, FL | Diesel – Red Dyed Regular Unleaded | 1 1 | 250 250 |
| NE Water Reclamation 1160 62nd Avenue NE St. Petersburg, FL 33703 | Diesel – Red Dyed Diesel – Red Dyed Diesel – Red Dyed | 1 1 2 | 1,500 8,000 5,000 |
| | Diesel – Red Dyed | 1 | 3,000 |
| NW Water Reclamation 7500 26 th Ave. N. St. Petersburg, FL | Diesel – Red Dyed | 1 | 15,000 |
| SW Water Reclamation 3800 54th Avenue S St. Petersburg, FL 33711 | Diesel – Red Dyed Diesel – Red Dyed Diesel – Red Dyed | 2 1 1 | 3,000 2,000 5,00 |
| Lift Station # 1 4200 Sunrise Drive S St. Petersburg, FL | Diesel – Red Dyed | 1 | 350 |
| Lift Station # 2 101 Elkcam Blvd. SE St. Petersburg, FL | Diesel – Red Dyed | 1 | 540 |
| Lift Station # 4 2899 20Th Street S St. Petersburg, FL | Diesel – Red Dyed | 1 | 180 |
| Lift Station # 11 500 Snell Isle Blvd. NE St. Petersburg, FL | Diesel – Red Dyed | 1 | 500 |

| CITY OF ST. PETERSBURG | | | |
|-----------------------------------|-------------------|----------|-----------|
| Location | Fuel Type | Quantity | Tank Size |
| Lift Station # 12 | Diesel – Red Dyed | 1 | 200 |
| 3501 Poplar Street NE | | | |
| St. Petersburg, FL | | | |
| Lift Station # 14 | Diesel – Red Dyed | 1 | 450 |
| 5002 Shore Acres Blvd | | | |
| St. Petersburg, FL | | | |
| Lift Station # 15 | Diesel – Red Dyed | 1 | 450 |
| 1532 70Th. Ave. N. | | | |
| St. Petersburg, FL | | | |
| Lift Station # 17 | Diesel – Red Dyed | 1 | 540 |
| 9110 3Rd. Street N | | | |
| St. Petersburg, FL | | | |
| Lift Station # 19 | Diesel – Red Dyed | 1 | 180 |
| 3801 30Th. Ave N | | | |
| St. Petersburg, FL | | | |
| Lift Station # 20 | Diesel – Red Dyed | 1 | 450 |
| 8320A Elbow Lane N | | | |
| St. Petersburg, FL | | | |
| Lift Station # 25 | Diesel – Red Dyed | 1 | 400 |
| 601 Grevilla Ave. S | | | |
| St. Petersburg, FL | | | |
| Lift Station # 28 | Diesel – Red Dyed | 1 | 2,500 |
| 4001 9Th. Street S | | | |
| St. Petersburg, FL | | | |
| Lift Station # 29 | Diesel – Red Dyed | 1 | 540 |
| 5499 4Th. Street S/Hillside Drive | | | |
| St. Petersburg, FL | | | |
| Lift Station # 30 | Diesel – Red Dyed | 1 | 200 |
| 1942 Serpentine Drive S | | | |
| St. Petersburg, FL | | | |

CITY OF ST. PETERSBURG

| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
|----------------------------------|-------------------|-----------------|------------------|
| Lift Station # 31 | Diesel – Red Dyed | 1 | 180 |
| 6185 34 Ave North | | | |
| St. Petersburg, FL | | | |
| pup | | | |
| Lift Station #35 | Diesel – Red Dyed | 1 | 540 |
| 6100 Pinellas Bayway S | | | |
| St. Petersburg, FL | | | |
| Lift Station #39 Bayway Isle 1 | Diesel – Red Dyed | 1 | 200 |
| 4950 54th Avenue S | | | |
| St. Petersburg, FL | | | |
| Lift Station #42 Jim Walters | Diesel – Red Dyed | 1 | 480 |
| 8th Street & 102nd Avenue N | | | |
| St. Petersburg, FL | | | |
| Lift Station #58 Interstate | Diesel – Red Dyed | 1 | 180 |
| East of 22nd St. & 12th Ave. N | | | |
| St. Petersburg, FL | | | |
| Lift Station #61 Pasadena Master | Diesel – Red Dyed | 1 | 2,000 |
| Pasadena Ave. & 2nd Avenue S | | | |
| St. Petersburg, FL | | | |
| Lift Station #63 N.E. Master | Diesel – Red Dyed | 1 | 3,000 |
| San Martin Blvd. & C.R. 823 | | | |
| St. Petersburg, FL | | | |
| Lift Station #65 Tierra Verde | Diesel – Red Dyed | 1 | 540 |
| 13th Street W (Pinellas Bayway) | | | |
| Tierra Verde, FL | | | |
| Lift Station #82 | Diesel – Red Dyed | 1 | 500 |
| 9399 28 Street North | | | |
| St. Petersburg, FL | | | |
| Lift Station #85 | Diesel – Red Dyed | 1 | 5,000 |
| 601 8th Avenue SE | | | |
| St. Petersburg, FL | | | |

| CITY OF ST. PETERSBURG | | | |
|---|----------------------------|-----------------|------------------|
| Location | Fuel Type | Quantity | Tank Size |
| Oberly Pumping Station 6198 66th Street N St. Petersburg, FL | Diesel – Red Dyed | 1 | 10,000 |
| Washington Terrace Pumping Station 2801 66th Avenue N St. Petersburg, FL | Diesel – Red Dyed | 1 | 10,000 |
| Stormwater Station – 38th Overpass 38th Ave N & 31st St (across from 40th Avenue N) St. Petersburg, FL | Diesel – Red Dyed | 1 | 300 |
| *Wastewater AWT Plant 2700 Maritime Boulevard Tampa, FL 33605 | Diesel Regular Unleaded | 1 1 | 4,000 1,000 |

| HILLSBOROUGH COUNTY SHERIFF'S OFFICE | | | |
|---|---------------------------------------|-----------------|---|
| Location | Fuel Type | Quantity | Tank Size |
| Hillsborough County Sheriff's Office 2102 E. 8 th Ave. Tampa, FL 33601 | Regular Unleaded | 1 | 10,000 above ground |
| Hillsborough County Sheriff's Office District I Office 14102 N. 20 th St. Tampa, FL 33605 | Regular Unleaded Diesel – Red Dyed | 1 1 | 10,000 above ground 400 above ground |

| HILLSBOROUGH COUNTY SHERIFF'S OFFICE | | | |
|---|-------------------|-----------------|--------------------------|
| Location | Fuel Type | Quantity | Tank Size |
| Hillsborough County Sheriff's Office | | | |
| District II Office | Regular Unleaded | 4* | 10,000 above ground (ea) |
| 2210 N. Falkenburg Rd. | | | *2 Tanks / 2 Trucks |
| Tampa, FL 33619 | | | |
| Hillsborough County Sheriff's Office | | | |
| District III Office | Regular Unleaded | 1 | 10,000 above ground |
| 7202 Gunn Hwy | Diesel – Red Dyed | 1 | 400 above ground |
| Tampa, FL 33625 | | | |
| Hillsborough County Sheriff's Office | | | |
| District IV Office | Regular Unleaded | 1 | 10,000 above ground |
| 508 33 rd St. SE | Diesel – Red Dyed | 1 | 400 above ground |
| Ruskin, FL 33570 | | | |
| Hillsborough County Sheriff's Office | | | |
| Practical Training Site | Regular Unleaded | 1 | 10,000 above ground |
| 14063 South US 39 | Diesel – Red Dyed | 1 | 400 above ground |
| Lithia, FL 33547 | | | |
| Hillsborough County Sheriff's Office | | | |
| Sheriffs Operation Center | Diesel – Red Dyed | 2 | 2,000 above ground (ea) |
| 2008 E 8 th Ave. | | | |
| Tampa, FL 33605 | | | |
| Hillsborough County Sheriff's Office | | | |
| Sheriffs Operation Center Annex | Diesel – Red Dyed | 1 | 500 above ground |
| 1900 19 th St | | | |
| Tampa, FL 33605 | | | |
| Hillsborough County Sheriff's Office | | | |
| CPID | Diesel – Red Dyed | 1 | 300 above ground |
| 1501 N Falkenburg Rd | Diesel – Red Dyed | 1 | 336 above ground |
| Tampa, FL 33619 | | | |
| Hillsborough County Sheriff's Office | | | |
| Training | Diesel – Red Dyed | 1 | 1,000 above ground |
| 1409 N Falkenburg Rd | Diesel – Red Dyed | 1 | 500 above ground |
| Tampa, FL 33619 | | | |

| HILLSBOROUGH COUNTY SHERIFF'S OFFICE | | | |
|---|-------------------|-----------------|--------------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Hillsborough County Sheriff's Office | | | |
| District II Office | Regular Unleaded | 4* | 10,000 above ground (ea) |
| 2210 N. Falkenburg Rd. | | | *2 Tanks / 2 Trucks |
| Tampa, FL 33619 | | | |
| Hillsborough County Sheriff's Office | | | |
| District III Office | Regular Unleaded | 1 | 10,000 above ground |
| 7202 Gunn Hwy | Diesel – Red Dyed | 1 | 400 above ground |
| Tampa, FL 33625 | | | |
| Hillsborough County Sheriff's Office | | | |
| District IV Office | Regular Unleaded | 1 | 10,000 above ground |
| 508 33 rd St. SE | Diesel – Red Dyed | 1 | 400 above ground |
| Ruskin, FL 33570 | | | |
| Hillsborough County Sheriff's Office | | | |
| Practical Training Site | Regular Unleaded | 1 | 10,000 above ground |
| 14063 South US 39 | Diesel – Red Dyed | 1 | 400 above ground |
| Lithia, FL 33547 | | | |
| Hillsborough County Sheriff's Office | | | |
| Sheriffs Operation Center | Diesel – Red Dyed | 2 | 2,000 above ground (ea) |
| 2008 E 8 th Ave. | | | |
| Tampa, FL 33605 | | | |
| Hillsborough County Sheriff's Office | | | |
| Sheriffs Operation Center Annex | Diesel – Red Dyed | 1 | 500 above ground |
| 1900 19 th St | | | |
| Tampa, FL 33605 | | | |
| Hillsborough County Sheriff's Office | | | |
| CPID | Diesel – Red Dyed | 1 | 300 above ground |
| 1501 N Falkenburg Rd | Diesel – Red Dyed | 1 | 336 above ground |
| Tampa, FL 33619 | | | |
| Hillsborough County Sheriff's Office | | | |
| Training | Diesel – Red Dyed | 1 | 1,000 above ground |
| 1409 N Falkenburg Rd | Diesel – Red Dyed | 1 | 500 above ground |
| Tampa, FL 33619 | | | |

| HILLSBOROUGH COUNTY SHERIFF'S OFFICE | | | |
|---|-------------------|-----------------|--------------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Hillsborough County Sheriff's Office | | | |
| Orient Road Jail | Diesel – Red Dyed | 1 | 30,000 above ground |
| 1201 Orient Road | Diesel – Red Dyed | 1 | 2,500 above ground |
| Tampa, FL | Diesel – Red Dyed | 1 | 560 above ground |
| | Diesel – Red Dyed | 1 | 1,700 above ground |
| Hillsborough County Sheriff's Office | | | |
| Falkenburg Road Jail | Diesel – Red Dyed | 1 | 2,000 above ground |
| 520 N Falkenburg Rd | Diesel – Red Dyed | 1 | 4,000 above ground |
| Tampa, FL 33619 | Diesel – Red Dyed | 1 | 1,700 above ground |
| | Diesel – Red Dyed | 1 | 2,200 above ground |
| | Diesel – Red Dyed | 2 | 1,398 above ground (ea) |
| Hillsborough County Sheriff's Office | | | |
| FRJ Central Energy Plant | Diesel – Red Dyed | 4** | 10,000 above ground (ea) |
| 520 N Falkenburg Rd | | | |
| Tampa, FL 33619 | | | |

**Initial tank till to be ordered when construction is complete –EST January 2016

| PALM HARBOR FIRE RESCUE | | | |
|--------------------------------|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Palm Harbor Fire Rescue | | | |
| Station 65 | Regular Unleaded | 1 | 500 |
| 205 West Lake Road | Diesel | 1 | 1,500 |
| Palm Harbor, FL 34687 | | | |
| Palm Harbor Fire Rescue | | | |
| Station 66 | Diesel | 1 | 1,000 |
| 1123 Illinois Ave. | | | |
| Palm Harbor, FL 34687 | | | |
| Palm Harbor Fire Rescue | | | |
| Station 67 | Diesel | 1 | 1,000 |
| 2300 Glen Eagles Pkwy | | | |
| Palm Harbor, FL 34687 | | | |

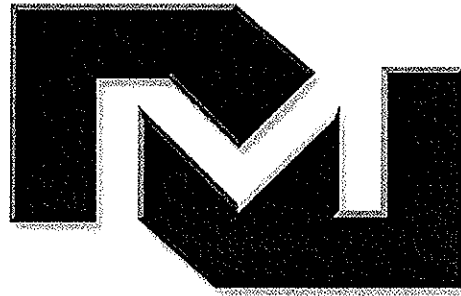
| PALM HARBOR FIRE RESCUE | | | |
|--------------------------------|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Palm Harbor Fire Rescue | | | |
| Station 68 | Diesel | 1 | 1,000 |
| 3007 Alt. 19 N. | | | |
| Palm Harbor, FL 34683 | | | |

| PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS | | | |
|--|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Central Garage | Regular Unleaded | 1 | 25,000 |
| 9685 Ulmerton Rd. | Regular Unleaded | 1 | 15,000 |
| Largo, FL | Diesel | 1 | 25,000 |
| | Diesel | 1 | 15,000 |
| Highway 19 Division | Regular Unleaded | 2 | 15,000 |
| 22111 U.S. 19 N. | Diesel | 2 | 15,000 |
| Clearwater, FL | | | |
| South East Maintenance | Regular Unleaded | 1 | 12,000 |
| 3755 46 th Ave. N. | Diesel | 1 | 12,000 |
| St. Petersburg, FL | | | |
| 46th Street Sub Shop | Regular Unleaded | 1 | 12,000 |
| 14204 46 th St. N. | Diesel | 1 | 12,000 |
| Clearwater, FL | | | |
| Mosquito Control | Regular Unleaded | 1 | 12,000 |
| 4100 118 th Ave. N. | Diesel | 1 | 12,000 |
| Clearwater, FL | | | |
| North GMD | Regular Unleaded | 1 | 10,000 |
| 3900 Dunn Drive | Diesel | 1 | 10,000 |
| Palm Harbor, FL | | | |
| Airport | Diesel | 1 | 500 |
| 13690 Stoney Brook Dr. | | | |
| Clearwater, FL | | | |

| PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS | | | |
|---|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Sheriff Admin (SAB) 10750 W. Ulmerton Rd. Largo, FL | Regular Unleaded | 3 | 15,000 |
| | Diesel | 2 | 15,000 |
| Keller Pumping Station 3655 Keller Circle Tarpon Springs, FL | Regular Unleaded | 2 | 470 |
| | Diesel | 1 | 470 |
| South Cross 7401 54 th Ave. N. St. Petersburg, FL | Regular Unleaded | 1 | 500 |
| | Diesel | 1 | 500 |
| South GMD Utilities 6730 142 nd Ave. N. Largo, FL | Regular Unleaded | 1 | 10,000 |
| | Diesel | 1 | 10,000 |
| Eagle Lake Park 1775 Bellaire Rd. Clearwater, FL | Regular Unleaded | 1 | 500 |
| | Diesel | 1 | 500 |
| Fort DeSoto Park 3500 Pinellas Bay S. Tierra Verde, FL | Regular Unleaded | 1 | 1,500 |
| | Diesel | 1 | 1,500 |
| Fred Howard Park 1700 Sunset Dr. Tarpon Springs, FL | Regular Unleaded | 1 | 470 |
| | Diesel | 1 | 300 |
| John Chestnut Park 2200 East Lake Road Palm Harbor, FL | Regular Unleaded | 1 | 1,000 |
| | Diesel | 1 | 1,000 |
| Lake Seminole Park 11015 74 th Ave. N Seminole, FL | Regular Unleaded | 1 | 500 |
| | Diesel | 1 | 500 |
| Sand Key Park 1060 Gulf Blvd. Clearwater, FL | Regular Unleaded | 1 | 1,000 |
| | Diesel | 1 | 500 |

| PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS | | | |
|--|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| Walsingham Park | Regular Unleaded | 1 | 1,000 |
| 10601 125 th St. N. | Diesel | 1 | 1,000 |
| Largo, FL | | | |

| ST. PETERSBURG COLLEGE | | | |
|------------------------------------|------------------|-----------------|------------------|
| <u>Location</u> | <u>Fuel Type</u> | <u>Quantity</u> | <u>Tank Size</u> |
| SPC Allstate Center | | | |
| 3200 34 th Street South | Regular Unleaded | 1 | 500 |
| St. Petersburg, FL 33771 | Diesel | 1 | 250 |
| SPC Clearwater Campus | | | |
| 2645 Drew Street | Regular Unleaded | 2 | 220 |
| Clearwater, FL 33765 | | | |
| SPC EPI Center | | | |
| 14025 58 th St. N. | Regular Unleaded | 1 | 500 |
| Clearwater, FL | | | |
| Tampa, FL 33619 | | | |
| SPC St. Petersburg /Gibbs Campus | | | |
| 3700 7 th Ave. N. | Regular Unleaded | 1 | 500 |
| St. Petersburg, FL | | | |
| SPC Tarpon Springs Campus | | | |
| 600 Klosterman Road | Regular Unleaded | 2 | 250 |
| Palm Harbor, FL 34683 | | | |
| SPC Health Center | | | |
| 7200 66 th St. N. | Regular Unleaded | 1 | 250 |
| Pinellas Park, FL 33781 | | | |



Mansfield

Fuels. Simplified.

General Contractors License Number

Mansfield - GCCO003087

No 56638

NOT TRANSFERABLE

ACCOUNT NO. 2358

CITY OF GAINESVILLE

BUSINESS/OCCUPATION TAX CERTIFICATE 2015

Manager / Representative

Daneya Offismar

DATE 2/25/2015

This document certifies that the City of Gainesville business tax for the year ending December 31, 2015 has been paid in compliance with the city business/occupation tax ordinance.

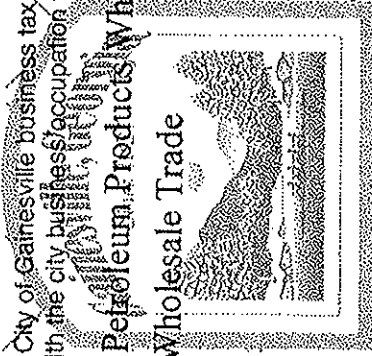
Petrofeum & Petrofeum Products Wholesaler

Wholesale Trade

MANSFIELD OIL COMPANY

1025 AIRPORT PKWY

GAINESVILLE, GA 30501



Witness my Hand and Seal of the City of Gainesville on the day and year above

Robbie Adams
City Clerk or City Marshal

DISPLAY IN A CONSPICUOUS PLACE

State of Florida



Department of State

I certify from the records of this office that MANSFIELD OIL COMPANY OF GAINESVILLE, INC. is a corporation organized under the laws of Georgia, authorized to transact business in the State of Florida, qualified on September 17, 1980.

The document number of this corporation is 846977.

I further certify that said corporation has paid all fees due this office through December 31, 1985, and its status is active.

Given under my hand and the Great Seal of the State of Florida, at Tallahassee, the Capital, this the 27th day of August, 1985.

George Firestone
Secretary of State



CER-101

**FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS****Detail by Entity Name****Foreign Profit Corporation**

MANSFIELD OIL COMPANY OF GAINESVILLE, INC.

Filing Information

| | |
|-----------------|------------|
| Document Number | 846977 |
| FEI/EIN Number | 58-1091383 |
| Date Filed | 09/17/1980 |
| State | GA |
| Status | ACTIVE |

Principal Address1025 AIRPORT PARKWAY S.W.
GAINESVILLE, GA 30501-6813

Changed: 03/29/1996

Mailing Address1025 AIRPORT PARKWAY S.W.
GAINESVILLE, GA 30501-6813

Changed: 03/29/1996

Registered Agent Name & AddressCT CORPORATION SYSTEM
1200 S. PINE ISLAND ROAD
PLANTATION, FL 33324

Name Changed: 07/31/1992

Address Changed: 07/31/1992

Officer/Director Detail**Name & Address**

Title President

Haugh, Doug
1025 Airport Parkway SW
Gainesville, GA 30501

Title Secretary

Puryear, William B

1025 Airport Parkway SW
GAINESVILLE, GA 30501

Annual Reports

| Report Year | Filed Date |
|-------------|------------|
| 2014 | 02/28/2014 |
| 2014 | 12/04/2014 |
| 2015 | 01/12/2015 |

Document Images

| | |
|---|--|
| 01/12/2015 -- ANNUAL REPORT | View image in PDF format |
| 12/04/2014 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 02/28/2014 -- ANNUAL REPORT | View image in PDF format |
| 03/28/2013 -- ANNUAL REPORT | View image in PDF format |
| 02/29/2012 -- ANNUAL REPORT | View image in PDF format |
| 03/28/2011 -- ANNUAL REPORT | View image in PDF format |
| 02/25/2010 -- ANNUAL REPORT | View image in PDF format |
| 03/30/2009 -- ANNUAL REPORT | View image in PDF format |
| 04/07/2008 -- ANNUAL REPORT | View image in PDF format |
| 03/12/2007 -- ANNUAL REPORT | View image in PDF format |
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| 03/02/2005 -- ANNUAL REPORT | View image in PDF format |
| 04/07/2004 -- ANNUAL REPORT | View image in PDF format |
| 04/03/2003 -- ANNUAL REPORT | View image in PDF format |
| 02/24/2002 -- ANNUAL REPORT | View image in PDF format |
| 05/02/2001 -- ANNUAL REPORT | View image in PDF format |
| 05/04/2000 -- ANNUAL REPORT | View image in PDF format |
| 03/10/1999 -- ANNUAL REPORT | View image in PDF format |
| 03/09/1998 -- ANNUAL REPORT | View image in PDF format |
| 03/13/1997 -- ANNUAL REPORT | View image in PDF format |
| 03/29/1996 -- ANNUAL REPORT | View image in PDF format |
| 03/06/1995 -- ANNUAL REPORT | View image in PDF format |

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State of Florida, Department of State



2015 Florida Annual Resale Certificate for Sales Tax

DR-13
R. 10/14

THIS CERTIFICATE EXPIRES ON DECEMBER 31, 2015

Business Name and Location Address

Certificate Number

MANSFIELD OIL CO OF GAINESVILLE INC
1025 AIRPORT PKWY STE A
GAINESVILLE, GA 30501-6810

78-8012459961-0

By extending this certificate or the certificate number to a selling dealer to make eligible purchases of taxable property or services exempt from sales tax and discretionary sales surtax, the person or business named above certifies that the taxable property or services purchased or rented will be resold or re-rented for one or more of the following purposes:

- Resale as tangible personal property.
- Re-rental as tangible personal property.
- Resale of services.
- Re-rental as commercial real property.
- Incorporation into and sale as part of the repair of tangible personal property by a repair dealer.
- Re-rental as transient rental property.
- Incorporation as a material, ingredient, or component part of tangible personal property that is being produced for sale by manufacturing, compounding, or processing.

Florida law provides for criminal and civil penalties for fraudulent use of a *Florida Annual Resale Certificate*.

The *Florida Annual Resale Certificate* is issued to active, registered sales and use tax dealers. **As a buyer**, use your certificate to purchase or rent property or services tax exempt that you intend to resell or re-rent to your customers. You cannot use this certificate to purchase or rent property or services that you will use in your business. **As a seller**, you must collect sales tax and discretionary sales surtax imposed on retail sales or rentals of taxable property or services, unless the transaction is exempt.

Seller Certificate Verification - Verify resale or exemption certificates using a customer's sales tax certificate number:

- Phone: **877-FL-RESALE** (877-357-3725)
- Online: Go to www.myflorida.com/dor and select "*More e-Services*" and then "*Verify resale and exemption certificate*"
- Mobile App: **Florida Tax (FL Tax)** mobile app for iPhone, iPad, Android phones and tablets, Windows Phone

If you obtain an authorization number for each tax-exempt sale, or for all sales to a specific customer, you do **not** need to keep a copy of the customer's *Florida Annual Resale Certificate*.



Fuel/Pollutants License

Issued Pursuant to Chapter 206, Florida Statutes

DR-114
R. 02/05
12/02/14

MANSFIELD OIL CO OF GAINESVILLE INC
1025 AIRPORT PKWY
GAINESVILLE GA 30501-6813

Dear Taxpayer:

Attached below is your Fuel/Pollutants tax license issued pursuant to Chapter 206 of the Florida Statutes. This authorizes the license holder to engage in the fuel/pollutants activity classifications listed on the license. The license must be displayed conspicuously at the principal place of business. The license is only valid for the person/business named and cannot be transferred or assigned to another entity or person. Whenever the license is held by a corporation or business entity, there can be no change of stock, ownership, or equity without prior approval by the Department. The license is only valid through the expiration date listed. If no expiration date is listed, the license is valid until notified by the Department.



Fuel/Pollutants License

Issued Pursuant to Chapter 206, Florida Statutes

DR-114
R. 02/05
12/02/14

License Number: 12943592
FEIN Number: 58-1091383

Expiration Date: 12/31/2015

License Activity: Pollutants-Importer
Terminal Supplier

MANSFIELD OIL CO OF GAINESVILLE INC
1025 AIRPORT PKWY
GAINESVILLE GA 30501-6813

Location:

License is Not Transferable -- It Must be Posted in a Conspicuous Place
This business has complied with the required provisions of Chapter 206, Florida Statutes, and is authorized to engage in fuel activities under the license activity classification listed above. If no expiration date is listed, the license is valid until notified by the Department of Revenue.



***** PLEASE PAY *****
 ***** FROM THIS *****
 ***** ORIGINAL *****
 ***** INVOICE *****

INVOICE #: 111111

SHIP TO:
 PINELLAS COUNTY BOC
 CENTRAL GARAGE
 9685 ULMERTON RD
 LARGO, FL 33757

REMIT TO:
 MANSFIELD OIL COMPANY
 P. O. BOX 638544
 CINCINNATI, OH 45263-8544
 FEIN 58-1091383

BILL TO:
 FINANCE DIVISION ACCOUNTS PAYABLE
 PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS
 P.O. BOX 2438
 CLEARWATER, FL 33757

ACCOUNT # 2193-01
 ORDER # DZ2107

| TERMS: | SHIP VIA: | TERMINAL: | REL # | DEL DATE | INV DATE |
|-------------|-----------|-----------|---------|----------|----------|
| NET 45 DAYS | MOC | TAMPA, FL | 123-456 | 1/1/15 | 1/2/15 |

| B/L NO | DESCRIPTION | GROSS | NET | PRICE | AMOUNT |
|--------|-----------------------|-------|-------|------------|--------------------|
| 123456 | UNL 87 W/ 10%ETH | 7,500 | 7,490 | 2.021100 | \$15,138.04 |
| | FED EXC LUST GOVT TAX | | | 0.00100 | \$7.49 |
| | FED ENV REC FEE | | | 0.00171 | \$12.81 |
| | FL MOTOR FUEL TAX | | | 0.1730 | \$1,295.77 |
| | FL INSPECTION | | | 0.00125 | \$9.36 |
| | FL POLLUTION TAX | | | 0.02071 | \$155.15 |
| | PINELLAS CO GAS TAX | | | 0.1430 | \$1,071.07 |
| | PUMP | | | | \$45.00 |
| | | | | AMOUNT DUE | <u>\$17,734.69</u> |

DUE DATE: 2/16/2015

FUEL SOLD AT A TAX-EXCLUDED PRICE. WE CERTIFY THAT THE DIESEL FUEL DOES NOT
 CONTAIN VISIBLE EVIDENCE OF DYE.



***** PLEASE PAY *****
 ***** FROM THIS *****
 ***** ORIGINAL *****
 ***** INVOICE *****

INVOICE #: 111111

SHIP TO:
 PINELLAS COUNTY BOC
 CENTRAL GARAGE
 9685 ULMERTON RD
 LARGO, FL 33757

REMIT TO:
 MANSFIELD OIL COMPANY
 P. O. BOX 638544
 CINCINNATI, OH 45263-8544
 FEIN 58-1091383

BILL TO:
 FINANCE DIVISION ACCOUNTS PAYABLE
 PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS
 P.O. BOX 2438
 CLEARWATER, FL 33757

ACCOUNT # 2193-01
 ORDER # DZ2107

| TERMS: | SHIP VIA: | TERMINAL: | REL # | DEL DATE | INV DATE |
|-------------|-----------|-----------|---------|----------|----------|
| NET 45 DAYS | MOC | TAMPA, FL | 123-456 | 1/1/15 | 1/2/15 |

| B/L NO | DESCRIPTION | GROSS | NET | PRICE | AMOUNT |
|--------|-----------------------|-------|-------|------------|--------------------|
| 123456 | ULSD CLEAR | 7,500 | 7,490 | 2.211000 | \$16,560.39 |
| | FED EXC LUST GOVT TAX | | | 0.00100 | \$7.49 |
| | FED ENV REC FEE | | | 0.0019 | \$14.23 |
| | FL MOTOR FUEL TAX | | | 0.1730 | \$1,295.77 |
| | FL POLLUTION TAX | | | 0.02071 | \$155.15 |
| | PUMP | | | | \$45.00 |
| | | | | AMOUNT DUE | <u>\$18,078.03</u> |

DUE DATE: 2/16/2015

FUEL SOLD AT A TAX-EXCLUDED PRICE. WE CERTIFY THAT THE DIESEL FUEL DOES NOT
 CONTAIN VISIBLE EVIDENCE OF DYE.



EAGLE TRANSPORT CORPORATION

300 S. Wesleyan Blvd., Suite 202 • Rocky Mount, NC 27804-4215
Corporate Office (252) 937-2464 • Fax (252) 937-2198

September 11, 2015

To whom it may concern

This is in regard to the request for a Letter of Commitment. Eagle Transport Corporation has been contracted to deliver full loads of petroleum product for delivery locations for Pinellas County Government Co-op and is able to pull various products from terminals located in Tampa and Orlando, FL. Eagle is prepared to deliver into elevated AST's.

Eagle Transport Corporation
Barbara Dawson

A handwritten signature in cursive script that reads "Barbara Dawson". The signature is written in black ink and is positioned above the typed name.

VP Traffic

"Quality Begins with the Customer"



519 PENNSYLVANIA AVE. * CLEARWATER, FL 33755

09/09/15

To Whom It May Concern,

Jet Age Fuel, Inc. has been contracted to deliver fuel to the following sites on behalf of Mansfield for Pinellas County Government, FL. We are prepared to delivery into an elevated AST. If you have any questions, please feel free to contact me at (727) 441-1706 or tate@jetagefuel.com.

Sincerely,

Tate Fuson
Operations Director

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Table with columns: PRODUCER (J. Smith Lanier & Co.-Atlanta), CONTACT NAME, PHONE (770 476-1770), FAX (770 476-3651), INSURED (Mansfield Oil Company), and INSURER A-F (Nationwide Agribusiness Ins. Co, Lexington Insurance Company, Allied World Assurance Company, Evanston Insurance Company, Endurance American Insurance).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation, Pollution, Excess Umbrella.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

Table with columns: CERTIFICATE HOLDER (City of Indian Rocks Beach) and CANCELLATION (SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE signature).

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/28/2015

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| | | | |
|--|---|--|------------------------------------|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 | | FAX (A/C, No): 770 476-3651 |
| | E-MAIL ADDRESS: | | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| | INSURER A : Nationwide Agribusiness Ins. Co | | 28223 |
| | INSURER B : Lexington Insurance Company | | 19437 |
| | INSURER C : Allied World Assurance Companie | | 19489 |
| | INSURER D : Evanston Insurance Company | | 35378 |
| | INSURER E : Endurance American Insurance | | 10641 |
| INSURER F : | | | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS | | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000 | | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | N/A | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M EaIncident/\$10M Agg |
| D | Excess Umbrella | | | MKLV40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|--|---|
| CERTIFICATE HOLDER City of Dunedin, Fleet Service 1090 Virginia Street Dunedin, FL 34698 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE  |

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/28/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|---|--|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 FAX (A/C, No): 770 476-3651 E-MAIL ADDRESS: | |
| | INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : Nationwide Agribusiness Ins. Co 28223 INSURER B : Lexington Insurance Company 19437 INSURER C : Allied World Assurance Companie 19489 INSURER D : Evanston Insurance Company 35378 INSURER E : Endurance American Insurance 10641 INSURER F : | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**


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| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|--------------------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000 | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M Ea Incident/\$10M Agg |
| D | Excess Umbrella | | MKLV40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

| | |
|---|---|
| City of Madeira Beach 300 Municipal Drive Madeira Beach, FL 33708 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|---|---|

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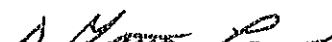
| | | |
|--|--|--|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 FAX (A/C, No): 770 476-3651 E-MAIL ADDRESS: | |
| | INSURER(S) AFFORDING COVERAGE INSURER A : Nationwide Agribusiness Ins. Co NAIC # 28223 INSURER B : Lexington Insurance Company 19437 INSURER C : Allied World Assurance Companie 19489 INSURER D : Evanston Insurance Company 35378 INSURER E : Endurance American Insurance 10641 INSURER F : | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | | |

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|--------------------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPIOP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10000 | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M EaIncident/\$10M Agg |
| D | Excess Umbrella | | MKLV40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|---|--|
| CERTIFICATE HOLDER City of Pinellas Park Purchasing Department 5141 78th Avenue Pinellas Park, FL 34665-2498 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|---|--|

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: J. Smith Lanier & Co.-Atlanta, 11330 Lakefield Drive, Bldg 1, Suite 100, Duluth, GA 30097. CONTACT NAME, PHONE (A/C, No, Ext): 770 476-1770, FAX (A/C, No): 770 476-3651. INSURER(S) AFFORDING COVERAGE: INSURER A: Nationwide Agribusiness Ins. Co (28223), INSURER B: Lexington Insurance Company (19437), INSURER C: Allied World Assurance Companie (19489), INSURER D: Evanston Insurance Company (35378), INSURER E: Endurance American Insurance (10641), INSURER F: .

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include: A COMMERCIAL GENERAL LIABILITY (CPP119529A), A AUTOMOBILE LIABILITY (CPP119529A), B UMBRELLA LIAB (15375502), A WORKERS COMPENSATION AND EMPLOYERS' LIABILITY (WCC119529A), C Pollution (03059391), D Excess Umbrella (MKLV40LE102184), E Excess Umbrella (EXC10005109001).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

CERTIFICATE HOLDER: St. Petersburg College, Purchasing Department, PO Box 13489, Saint Petersburg, FL 33733-3489. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


| | | |
|--|---|--|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 FAX (A/C, No): 770 476-3651 | |
| | E-MAIL ADDRESS: | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | INSURER(S) AFFORDING COVERAGE NAIC # | |
| | INSURER A : Nationwide Agribusiness Ins. Co 28223 | |
| | INSURER B : Lexington Insurance Company 19437 | |
| | INSURER C : Allied World Assurance Companie 19489 | |
| | INSURER D : Evanston Insurance Company 35378 | |
| | INSURER E : Endurance American Insurance 10641 | |
| INSURER F : | | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000 | | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below | | N/A | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M Ea/Incident/\$10M Agg |
| D | Excess Umbrella | | | MKL40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|---|---|
| CERTIFICATE HOLDER City of Gulfport Purchasing Department 2401 53rd Street South Gulfport, FL 33737-5187 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE  |

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: J. Smith Lanier & Co.-Atlanta, 11330 Lakefield Drive, Bldg 1, Suite 100, Duluth, GA 30097. CONTACT NAME: J. Smith Lanier & Co.-Atlanta. PHONE (A/C, No, Ext): 770 476-1770. FAX (A/C, No): 770 476-3651. INSURER(S) AFFORDING COVERAGE: INSURER A: Nationwide Agribusiness Ins. Co (28223), INSURER B: Lexington Insurance Company (19437), INSURER C: Allied World Assurance Company (19489), INSURER D: Evanston Insurance Company (35378), INSURER E: Endurance American Insurance (10641).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability (CPP119529A), Automobile Liability (CPP119529A), Umbrella Liability (15375502), Workers Compensation and Employers' Liability (WCC119529A), Pollution (03059391), Excess Umbrella (MKLV40LE102184), and Excess Umbrella (EXC10005109001).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER: City of Largo, Purchasing Department, PO Box 296, Largo, FL 33779. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

ACORDTM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/28/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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|--|--|--|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 FAX (A/C, No): 770 476-3651 | |
| | E-MAIL ADDRESS: | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | INSURER(S) AFFORDING COVERAGE NAIC # | |
| | INSURER A : Nationwide Agribusiness Ins. Co 28223 | |
| | INSURER B : Lexington Insurance Company 19437 | |
| | INSURER C : Allied World Assurance Companie 19489 | |
| | INSURER D : Evanston Insurance Company 35378 | |
| | INSURER E : Endurance American Insurance 10641 | |
| INSURER F : | | |

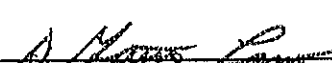
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 |
| | | | | | | | MED EXP (Any one person) \$10,000 |
| | | | | | | | PERSONAL & ADV INJURY \$1,000,000 |
| | | | | | | | GENERAL AGGREGATE \$2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG \$2,000,000 |
| | | | | | | | \$ |
| A | <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS | | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 |
| | | | | | | | BODILY INJURY (Per person) \$ |
| | | | | | | | BODILY INJURY (Per accident) \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) \$ |
| | | | | | | | \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000 | | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 |
| | | | | | | | AGGREGATE \$5,000,000 |
| | | | | | | | \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER |
| | | | | | | | E.L. EACH ACCIDENT \$1,000,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE \$1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M EaIncident/\$10M Agg |
| D | Excess Umbrella | | | MKLV40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

| | |
|--|---|
| City of Oldsmar Municipal Services Building 300 Commerce Blvd Oldsmar, FL 34677 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|--|---|

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Table with columns for PRODUCER, CONTACT NAME, PHONE, FAX, E-MAIL ADDRESS, INSURER(S) AFFORDING COVERAGE, and NAIC #. Includes details for J. Smith Lanier & Co.-Atlanta and various insurers like Nationwide Agribusiness Ins. Co.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Main coverage table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella, Workers Compensation, and Pollution.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

Table with two main sections: CERTIFICATE HOLDER (City of St. Petersburg Procurement and Supply Department) and CANCELLATION (Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. Includes signature of authorized representative).

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

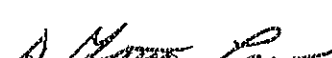
| | | |
|---|---|--|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 FAX (A/C, No): 770 476-3651 E-MAIL ADDRESS: | |
| | INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : Nationwide Agribusiness Ins. Co 28223 INSURER B : Lexington Insurance Company 19437 INSURER C : Allied World Assurance Companie 19489 INSURER D : Evanston Insurance Company 35378 INSURER E : Endurance American insurance 10641 INSURER F : | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | | |

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS | | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000 | | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | N/A | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.I. EACH ACCIDENT \$1,000,000 E.I. DISEASE - EA EMPLOYEE \$1,000,000 E.I. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M EaIncident/\$10M Agg |
| D | Excess Umbrella | | | MKLV40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|---|---|
| CERTIFICATE HOLDER Palm Harbor Fire and Rescue 250 West Lake Road Palm Harbor, FL 34684 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|---|---|

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

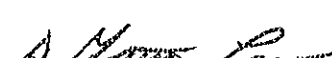
| | | |
|--|---|--|
| PRODUCER J. Smith Lanier & Co.-Atlanta 11330 Lakefield Drive Bldg 1, Suite 100 Duluth, GA 30097 | CONTACT NAME: PHONE (A/C, No, Ext): 770 476-1770 FAX (A/C, No): 770 476-3651 | |
| | E-MAIL ADDRESS: | |
| INSURED Mansfield Oil Company of Gainesville, Inc. 1025 Airport Parkway, SW Gainesville, GA 30501 | INSURER(S) AFFORDING COVERAGE NAIC # | |
| | INSURER A : Nationwide Agribusiness Ins. Co 28223 | |
| | INSURER B : Lexington Insurance Company 19437 | |
| | INSURER C : Allied World Assurance Companie 19489 | |
| | INSURER D : Evanston Insurance Company 35378 | |
| | INSURER E : Endurance American Insurance 10641 | |
| INSURER F : | | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | CPP119529A | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | CPP119529A | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10000 | | | 15375502 | 07/01/2015 | 07/01/2016 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | N/A | WCC119529A | 07/01/2015 | 07/01/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| C | Pollution | | | 03059391 | 11/17/2014 | 11/17/2017 | \$5M EaIncident/\$10M Agg |
| D | Excess Umbrella | | | MKLV40LE102184 | 07/01/2015 | 07/01/2016 | \$5M XS \$5M |
| E | Excess Umbrella | | | EXC10005109001 | 07/01/2015 | 07/01/2016 | \$15M XS \$10M |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|--|---|
| CERTIFICATE HOLDER Pinellas County Board of Commissioners Fleet Department 9685 Ulmerton Road Largo, FL 33771 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE  |



Mansfield

Local Service, Nationwide.

Mansfield Oil Company

Emergency Plan 2015

I. Assumptions

Given that this plan is for natural disasters, and the scope of its affect is impossible to predict, Mansfield must make certain assumptions and caveats to any relief plan put into action. Mansfield will make every possible effort to maintain service levels at locations after a hurricane has passed, while working with regulatory authorities and under any executive order that has been issued. For planning purposes, the following assumptions must be made:

- Fuel is readily available from terminals suppliers that we would normally use to pull fuel. Mansfield is authorized to pull at nearly every major terminal off of every major supplier. If providers have to travel non-standard distances to procure fuel, capabilities to fueling locations will be reduced.
- FEMA and state disaster agencies have not taken control of a Mansfield provider's capacity.
- Providers are able to reposition drivers and equipment in a timely manner in the aftermath of the natural disaster.

Given the increased demand for supply before and after hurricanes, capacity is extremely finite. If any of the above assumptions are not met, capacity to fulfill customer needs will further be diminished. With this in mind, Mansfield will do everything possible to make sure that locations are fueled.

II. Procedure

Currently, Mansfield uses a number of resources to monitor the progress of tropical storms throughout the season. As Mansfield monitors storm activity the following statuses will be used by our operational staff to prepare for hurricane related issues:

- **Status green**- no imminent threats present; normal operations.
- **Status orange**- threats of storms or presence of storms indicated with expected landfall 5-7 days out.
- **Status red**- storm expected to make landfall within 3 days or less, or hurricane has already impacted certain regions. Group Supervisors will meet daily with the Disaster Response Team to asses supply, carrier availability and other operational concerns.

Depending on the type of fueling location and the perceived impact of the event, the following procedures will be used during status orange and status red scenarios:

Bulk Locations

- Mansfield works with all bulk sites in the projected strike region. Mansfield will either look at inventory readings or call sites in the area to schedule loads before the storm arrives to top site tanks off.
- Top-off deliveries will consist of short loads and full loads. It is better to pay for a short load of fuel and top off because fuel and resource availability after an event are unknown.
- Mansfield constantly interacts with carriers to monitor delivery schedules in order to meet all location needs. If for some reason loads cannot be delivered before the storm

strikes, these loads are first out once terminals and carriers commence operations after the storm passes.

Mobile Locations Currently Being Fueled

- Mansfield interacts with providers to get providers' plans for the storm. Estimated operability is assessed and communicated to Mansfield customers.
- Sites will remain on same delivery schedule.
- Three days before the storm makes landfall, Mansfield would request a conference call with corporate and sites that are in the projected strike area. Conference calls will be used to confirm information provided to Mansfield and to gather additional needed contact information.
- Mansfield will use information provided from the call to interact with mobile providers to begin post storm planning.
- Other contracted mobile refuelers that might be moving equipment into the region- Mansfield will use the information from the conference call to try and get service commitments before the storm strikes. In some cases, Mansfield will ask corporate if it wishes to purchase capacity understanding it will have a cost even if it goes unused.
- After the storm has passed, Mansfield will attempt to contact appropriate personnel at sites to ascertain fueling needs.
- If a Mansfield contracted mobile provider cannot service these locations, Mansfield will try to reach out to non-contracted providers. If Mansfield is able to locate a non-contracted provider, Mansfield will have the provider contact and bill the location directly.

III. Mansfield Recommendations

Given the expected severity of the storm, Mansfield will poll all contracted providers in the area to ascertain feasibility of the plan to deal with the storm. Mansfield has evaluated similar events in recent years and, based on our experiences, would make the following recommendations:

- Top off all vehicles at site locations before parking them for the storm. This will benefit sites by having all vehicles fueled and tanks at maximum capacity to facilitate additional time before needing to be refueled.
- Review and distribute all internal emergency contact information. This list should include local and corporate contact information. Where possible, this list should also include individual cell numbers of local operations personnel for use when land lines are unavailable. A list of Mansfield personnel and their contact information is listed on the last page of this document.
- Prior to hurricane season, we recommend that all sites in hurricane areas should purchase water tight seal caps for all tanks.

IV. Hurricane Action Timelines

Below are the suggested action timelines:

96 Hours Prior to Expected Landfall- Status Orange

Mansfield to update Corporate of anticipated landfall location.

Non-Inventory Management sites in projected storm path should evaluate inventory levels and order full or part loads to ensure tanks are topped off.

72 Hours Prior to Expected Landfall- Status Red

Mansfield to update Corporate of anticipated landfall location.

Mansfield will monitor sites on Inventory Management and schedule deliveries to ensure tanks are topped off.

Non-Inventory Management sites in projected storm path will continue to monitor inventory levels and order as appropriate to ensure tanks are topped off prior to hurricane. Non-Inventory Management sites should place orders for any loads needed prior to hurricane.

Conference call with Mansfield, Corporate, and sites in the anticipated affected region to discuss operational details.

48 Hours Prior to Expected Landfall- Status Red

Mansfield to update Corporate of anticipated landfall location.

Mansfield will schedule final deliveries prior to landfall for Inventory Management sites.

Sites in affected area should begin fueling at retail locations if possible so that their bulk tanks are full after the storm has passed.

Mansfield will coordinate with Corporate and individual sites to establish priority list of sites for receiving deliveries after hurricane makes landfall.

24 Hours Prior to Expected Landfall-Status Red

Mansfield to update Corporate of anticipated landfall location.

Terminals in affected region will begin to shut down. Carriers may begin to move assets out of project hurricane path.

Final deliveries will be made to sites as conditions permit and if possible given terminal and carrier storm preparation / evacuation plans.

Sites should place water-tight caps on product fill pipes to reduce chance of water entering tanks.

12 Hours Prior to Expected Landfall- Status Red

Most terminals in region will likely be shut down and carriers will begin to pull equipment off road as safety precautions.

Deliveries will most likely not be possible until after hurricane has passed.

0 Hour – Landfall- Status Red

No delivery activity

Mansfield will be in contact with carriers and terminals in effected area to evaluate damage and time until assets are back on-line and operational.

12 Hours after Landfall- Status Red

Mansfield will coordinate with Corporate to assess the site damages in affected area and verify the priority list for first deliveries.

Mansfield will notify Corporate of the operational status of terminals and carriers in the affected region, any anticipated disruptions to deliveries, and anticipated time lines until supply & deliveries will return to normal.

Mansfield will attempt to make contact with sites in affected area in order to assess operational status and fuel delivery needs.

Mansfield will schedule deliveries to highest priority sites. Deliveries may be scheduled from non-traditional origins if terminals/carriers in region are not operable.

24 Hours after Landfall- Status Red

Mansfield will notify Corporate of the operational status of terminals and carriers in the affected region, any anticipated disruptions to deliveries, and anticipated time lines until supply & deliveries will return to normal.

Mansfield will continue to attempt to contact sites in the affected area and schedule deliveries on priority basis in accordance to safety considerations and any applicable local, state, or federal mandates.

Mansfield will inform the site and Corporate if there are issues prohibiting delivery to any locations.

Sites placing orders should do so at least 48 hours in advance, rather than the standard 24 hours in advance.

Mansfield will schedule deliveries to highest priority sites. Deliveries may be scheduled from non-traditional origins if terminals/carriers in region are not operable.

48 Hours after Landfall-Status Red

Mansfield will update Corporate on a conference call as to the operational status of terminals and carriers in the affected region, any anticipated disruptions to deliveries, and anticipated time lines until supply and deliveries will return to normal.

Mansfield will notify Corporate of any sites with whom Mansfield has **NOT** been able to make contact. This includes Inventory Management locations that no longer have readings coming in.

Mansfield and Corporate will re-evaluate the delivery priority list if disruptions to supply remain significant in the affected region.

Deliveries will be scheduled as needed in accordance to safety considerations and any applicable local, state, or federal mandates.

Mansfield will inform the site and Corporate if there are issues prohibiting delivery to any locations.

72 Hours after Landfall-Status Red

Mansfield will update Corporate on a conference call as to the operational status of terminals and carriers in the affected region and if disruptions to deliveries in the area continue.

Sites should continue to place orders 48 hours in advance.

Mansfield will inform Corporate of status of scheduled deliveries, and evaluate the established priority list.

Deliveries will be scheduled as needed in accordance to safety considerations and any applicable local, state, or federal mandates.

Mansfield will inform the sites and Corporate if there are issues prohibiting delivery to any locations.

Mansfield will schedule deliveries to highest priority sites. Deliveries may be scheduled from non-traditional origins if terminals/carriers in region are not operable.

Mansfield pledges to do everything possible to facilitate the fueling of locations during disaster times.

96 Hours + After Landfall- Status Orange

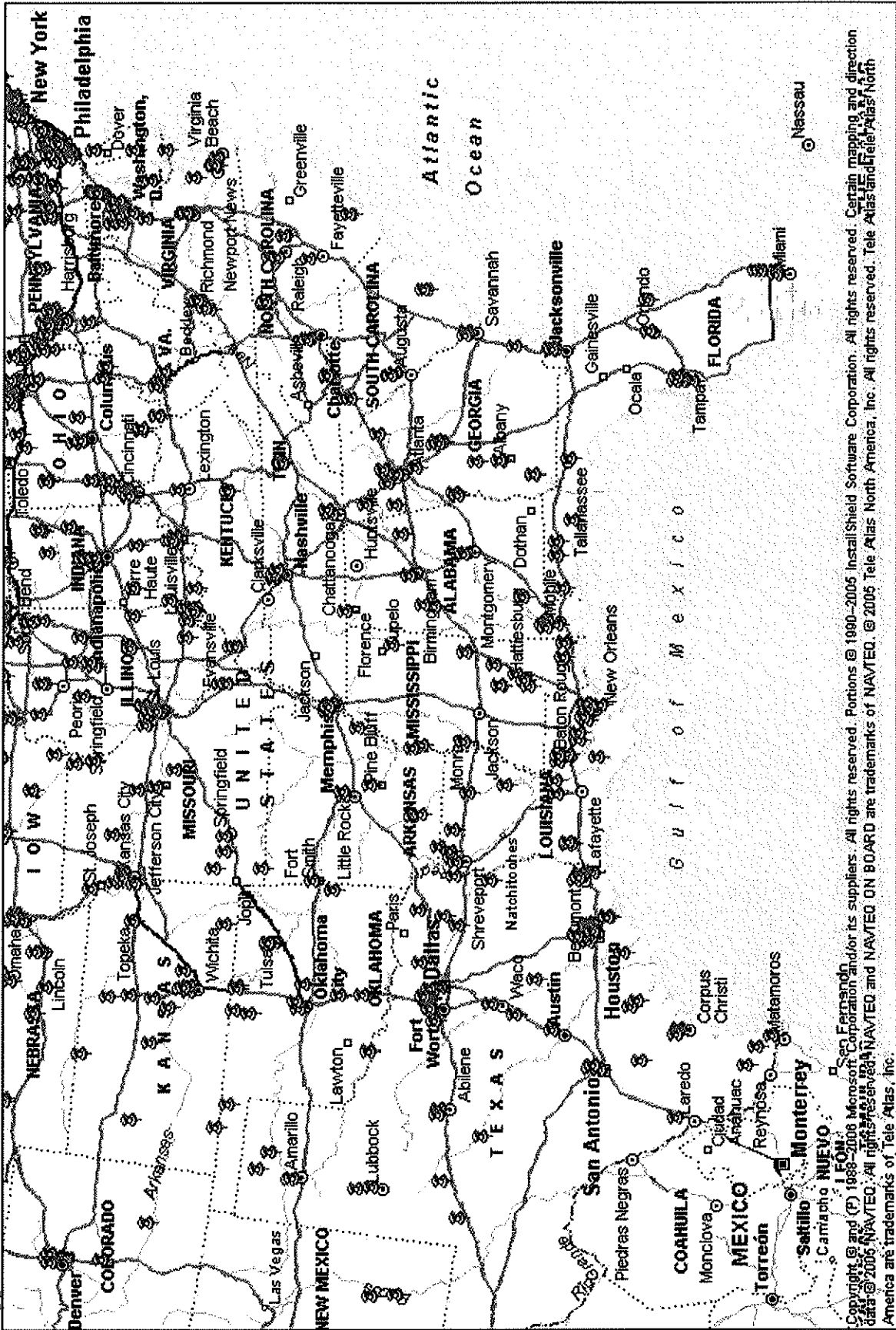
Mansfield will update Corporate of overall status of operations and delivery options in affected areas.

Mansfield will co-ordinate with Corporate as to non-typical operational processes that will need to continue.

Delivery schedules will revert to normal as quickly as possible.

Mansfield pledges to do everything possible to facilitate the fueling of locations during disaster times.

VI. Terminal Access: Each pushpin represents a terminal. At any of these terminals, Mansfield has access to between one and four suppliers.



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MANSFIELD OIL CO.
AIRPORT PKWY
GAINESVILLE, GA. 30501

SEALED BID • DO NOT OPEN

SEALED BID NO.: 145-0387-B(PF)

BID TITLE: Fuel: Gasoline & Diesel (Co-op)

DUE DATE/TIME: September 15, 2015 @ 3:00 P.M.

SUBMIT BY: Mansfield Oil Company of Gainesville, Inc.
(Name of Company)

DELIVER TO

#5

RECEIVED

15 SEP 14 AM 10:30

PURCHASING
DEPARTMENT