

		Date Bids Due 11/26/2014	Time of Bid Opening 1:00 PM	Bid Opening Location Purchasing, Ames, IA	
Proposal Number 13175	Description OIL - LUBRICATING				
Contract to Begin 1/1/2015	Date of Completion 6/30/2015		Proposal Guaranty Amount \$0.00		Liquidated Damages \$0.00
Purchasing Agent Jean Gustafson	E-Mail Address jean.gustafson@dot.iowa.gov		Phone 515-239-1173		Fax 515-239-1538
Company Name				Federal Tax ID	
Street Address			City	State	Zip Code
Supplier Contact (type or print)		E-Mail Address		Phone	Fax
Supplier agrees to sell items/services at the same prices under the same terms and conditions to any other state agency, Regent or Political Subdivision upon request. Please check Yes or No. <input type="checkbox"/> YES <input type="checkbox"/> NO				Are you a Iowa Targeted Small Business? <input type="checkbox"/> YES <input type="checkbox"/> NO	

GENERAL INFORMATION

This bid package includes the proposal, schedule of prices, standard terms and conditions, supplemental terms, specifications, mailing label and other information you need to prepare your bid. The pages of the document labeled "Bid response" must be typed or completed in ink, signed, and returned in a flat style envelope prior to the bid opening date and time. Please use the furnished mailing label, or indicate on your return bid by marking "Iowa Department of Transportation, proposal number & letting date" on the outside of the return envelope. The bidder may personally deliver, mail, or select a carrier that ensures timely delivery. **Faxed bids will not be accepted.**

If required, each bid must be accompanied by a proposal guaranty in an accepted form, in the sum indicated above. Refer to the Standard Terms and Conditions for the accepted forms in which the proposal guaranty requirement may be fulfilled. Bids lacking a required proposal guaranty will not be considered for award. If the contractor fails to enter into a formal contract within fifteen (15) days after award is made, the proposal guaranty may be retained by the State.

PROPOSAL STATEMENT

The entire contents of this Proposal, Addendums to the Proposal, Specifications, Supplemental Terms and Conditions, Standard Terms and Conditions, and Schedule of Prices shall become part of the contract.

We promise to enter into a contract within fifteen (15) days after award or forfeit the proposal guaranty furnished herewith.

We promise to furnish all materials, equipment and/or services specified, in the manner and the time prescribed, at prices hereinafter set out.

We certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor, or potential competitor; and that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor.

We certify that all materials, equipment and/or services proposed meet or exceed the specifications and will be supplied in accordance with the entire contents of this proposal.

We promise to complete the contract within the contract period, or pay any liquidated damages, if stipulated, for each calendar day as set forth in the bid documents.

Signed: _____ **Date:** _____



Schedule Of Prices

Number	13175
Date Required	11/26/2014 1:00 PM

Title OIL - LUBRICATING
 Delivery Location AMES, IA 50010
 Shipping Terms FOB Destination/Freight Prepaid

Vendor
 PA Name Jean Gustafson
 Phone 515-239-1173
 E-Mail jean.gustafson@dot.iowa.gov

Description

Product Availability Days: _____

Item	Qty	Unit	Description	Part #	Unit Price	Total Price
1 HEAVY DUTY LUBRICATING OIL						
1.1	720	QT	OIL LUBRICATING GAS ENGINE SAE 5W-20 QUART BOTTLE MUST MEET SERVICE DESIGNATION "GF-5/SN" Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-019020			
Comments:						
1.2	8	DRUM	OIL LUBRICATING GAS ENGINE SAE 5W-20 30 GALLON DRUM MUST MEET SERVICE DESIGNATION "GF-5/SN" Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-019030			
Comments:						
1.3	600	QT	OIL LUBRICATING GAS ENGINE SAE 5W-30 QUART BOTTLE MUST MEET SERVICE DESIGNATION "GF-5/SN" Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-019050			
Comments:						

Item	Qty	Unit	Description	Part #	Unit Price	Total Price
1.4	35	DRUM	<p>OIL LUBRICATING GAS ENGINE SAE 5W-30 30 GALLON DRUM MUST MEET SERVICE DESIGNATION "GF-5/SN"</p> <p>Does this product qualify as re-refined? _____ Yes* _____ No _____%</p> <p>*If yes, please provide documentation.</p> <p>Brand Bid _____</p> <p>Product # _____</p> <p>Stock #: 015-019100</p>			
Comments:						
1.5	120	QT	<p>OIL LUBRICATING GAS ENGINE SAE 10W-30 QUART BOTTLE MUST MEET SERVICE DESIGNATION "GF-5/SN"</p> <p>Does this product qualify as re-refined? _____ Yes* _____ No _____%</p> <p>*If yes, please provide documentation.</p> <p>Brand Bid _____</p> <p>Product # _____</p> <p>Stock #: 015-019225</p>			
Comments:						
1.6	300	DRUM	<p>OIL LUBRICATING DIESEL ENGINE SAE 15W-40 55 GALLON DRUM PREMIUM, MADE FROM GROUP II BASE STOCK (BASE STOCK COMPOSITION TO BE 100% GROUP II) MUST MEET API "CJ-4/SM" SERVICE DESIGNATION-SUITABLE NEW 2007 EMISSION DPF EQUIPPED DIESEL ENGINES.</p> <p>Does this product qualify as re-refined? _____ Yes* _____ No _____%</p> <p>*If yes, please provide documentation.</p> <p>Brand Bid _____</p> <p>Product # _____</p> <p>Stock #: 015-019300</p>			
Comments:						
1.7	120	QT	<p>OIL LUBRICATING GAS ENGINE DEXOS1 5W-30 Qts. Full Synthetic MUST MEET API "SN" AND ILSAC "GF-5" SERVICE DESIGNATIONS.</p> <p>Does this product qualify as re-refined? _____ Yes* _____ No _____%</p> <p>*If yes, please provide documentation.</p> <p>Brand Bid _____</p> <p>Product # _____</p> <p>Stock #: 015-019105</p>			
Comments:						

Item	Qty	Unit	Description	Part #	Unit Price	Total Price
2 HYPOID DIFFERENTIAL OIL						
2.1	15	DRUM	HYPOID DIFFERENTIAL OIL SAE 80W-90 30 GALLON DRUM MUST MEET API SERVICE DESIGNATION "GL-5" Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-023501			
Comments:						
3 TRANSMISSION DRIVETRAIN OIL						
3.1	12	CTN	TRANSMISSION DRIVETRAIN OIL SAE 10W PACKAGING CAN BE: 2/2.5 GAL. JUGS IN CARTON OR A 5 GAL. PAIL MUST MEET CATERPILLAR "TO-4" & ALLISON "C -4" SERVICE DESIGNATION. Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-018910			
Comments:						
4 HOIST OIL						
4.1	10	DRUM	OIL HYDRAULIC HOIST SAE 10W 55- GAL/DRUM 55 GALLON DRUM MUST MEET ISO 32/SAE 10W SERVICE DESIGNATION. Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-017000			
Comments:						
5 TRACTOR FLUID						

Item	Qty	Unit	Description	Part #	Unit Price	Total Price
5.1	80	DRUM	<p>OIL HYDRAULIC TRANSMISSION FLUID (HTF) 55 -GAL.DRUM 55 GALLON DRUM- ****MUST BE DYED TYPICAL AND EXPECTED GREEN COLOR**** LATE MODEL TRACTOR COMBINATION HYDRAULIC/DIFFERENTIAL/SET BRAKE SYSTEMS. MEETING JOHN DEERE J20C PERFORMANCE SPECIFICATION.</p> <p>Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation.</p> <p>Brand Bid _____ Product # _____ Stock #: 015-022851</p>			
Comments:						
6	HYDRAULIC ANTI-WEAR ALL WEATHER ISO46					
6.1	1	CTN	<p>OIL HYDRAULIC ANTI-WEAR ALL WEATHER ISO46 5GAL MUST MEET THE FOLLOWING SPECIFICATIONS ISO46 VICKERS M-2950-S, I-286-S VISCOSITY INDEX MUST BE 140+ POUR POINT MUST BE -40+</p> <p>Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation.</p> <p>Brand Bid _____ Product # _____ Stock #: 015-017050</p>			
Comments:						
7	AUTOMATIC TRANSMISSION FLUID					
7.1	160	DRUM	<p>OIL AUTO TRANS. DEXRON ATF III 55-GAL/DRUM 55 GALLON DRUM *****MUST BE DYED TYPICAL AND EXPECTED RED COLOR ***** MUST MEET OLD DEXRON III/MERCON SPECIFICATIONS.</p> <p>Brand Bid _____ Product # _____ Stock #: 015-022711</p>			
Comments:						
8	SYNTHETIC OIL PRODUCTS					

Item	Qty	Unit	Description	Part #	Unit Price	Total Price
8.1	20	CTN	SYNTHETIC TRANSMISSION OIL SAE 50W PACKAGING CAN BE: 2-2.5 GAL. JUGS IN CARTON OR 5 GAL. PAIL. FORMULATION MUST BE QUALIFIED AGAINST EATON ROADRANGER AND ROCKWELL EXTENDED WARRANTY AND EXTENDED DRAIN SPECIFICATIONS. MUST MEET API "MT-1" SERVICE DESIGNATION. Brand Bid _____ Product # _____ Stock #: 015-019361			

Comments:

8.2	200	CTN	SYNTHETIC DIFFERENTIAL OIL SAE 75W-90 PACKAGING CAN BE: 2-2.5 GAL. JUGS IN CARTON OR 5 GAL. PAIL. FORMULATION MUST BE QUALIFIED AGAINST EATON ROADRANGER AND ROCKWELL EXTENDED WARRANTY AND EXTENDED DRAIN SPECIFICATIONS. MUST MEET API "GL-5" SERVICE DESIGNATION. Brand Bid _____ Product # _____ Stock #: 015-024000			
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Comments:

8.3	4	KEG	SYNTHETIC DIFFERENTIAL OIL SAE 75W-90 16 GAL. KEG 16 GAL. KEG FORMULATION MUST BE QUALIFIED AGAINST EATON ROADRANGER AND ROCKWELL EXTENDED WARRANTY AND EXTENDED DRAIN SPECIFICATIONS. MUST MEET API "GL-5" SERVICE DESIGNATION. Does this product qualify as re-refined? _____ Yes* _____ No _____ % *If yes, please provide documentation. Brand Bid _____ Product # _____ Stock #: 015-024500			
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Comments:

I HEREBY CERTIFY THAT THIS PROPOSAL MEETS OR EXCEEDS THE MINIMUM REQUIREMENT INCLUDING SPECIFICATIONS AND ADDENDUMS.

Signature: _____ Date: _____

**Iowa Department of Transportation
SUPPLEMENTAL TERMS & CONDITIONS
For
Oil – Lubricating
Proposal No.: 13175
Letting Date: November 26, 2014**

Proposal Guarantee

Proposal guarantee is not required on this proposal.

Additional Information

If any additional information is required to properly evaluate the bid, the bidder shall furnish the requested information within three (3) working days after notification from the Purchasing.

Ties and Reservations

No ties and reservations by the bidders are permitted on this proposal.

Samples

Prior to award the department may require a sample to evaluate quality and/or compliance with proposal requirements. If sample is tested and doesn't meet specifications, the cost of the testing will be charged the vendor submitting the product.

Contract Award

Award will be made for any one group or combination of groups. All items within a group must be bid to be considered for a group award.

Contract Period

The successful bidder will be awarded a six (6) month contract with an option to renew for seven (7) additional 6 month periods in 6 month increments. A price adjustment may be allowed on each extension but must not exceed the CPI, PPI, or appropriate index for adjustment. The adjustment must be pre-approved by the Iowa Department of Transportation, Purchasing Section.

Contract Quantities

Estimated quantity is based on previous purchases. It is understood that the Iowa DOT considers this only a best estimate of requirements and makes no firm quantity commitment.

Purchase Orders

Purchase orders will be issued for items as needed throughout the contract period.

Delivery Location

Material shall be delivered to the Iowa Department of Transportation, Distribution Center, Receiving Department, 800 Lincoln Way, Ames, Iowa 50010.

Delivery Requirements

Delivery shall be no later than 30 calendar days after receipt of order. Materials shipped in full pallet quantities shall be stacked and securely banded and/or shrink wrapped on two or four-way entry pallets measuring 48" x 48". Pallets must be structurally adequate to support the load. Height of merchandise plus the pallet must not exceed 60".

Invoicing & Packing List

Each Packing list and invoice must reflect only the merchandise relating to one purchase order. Multiple orders may be shipped together but each order requires individual invoicing and packing list stating purchase order number.

Material Safety Data Sheets (MSDS)

MSDS sheets must be returned with contract. Contracts will not be valid and no orders will be issued until MSDS sheets are received for each commodity.

Re-refined Oil Preferences

Iowa Code 8A316.2 requires that purchases of lubricating oil and industrial oil be made from the seller whose oil product contains the greatest percentage of recycled (re-refined) oil, unless one of the following circumstances regarding a specific oil product containing recycled (re-refined) oil exists:

- a. The product is not available within a reasonable period of time or in quantities necessary or in container sizes appropriate to meet a state agency's needs.
- b. The product does not meet the performance requirements or standards recommended by the equipment or vehicle manufacturer, including any warranty requirements.
- c. The product is available only at a cost greater than one hundred five percent of the cost of comparable virgin oil products.

Bio-Based Preferences

Iowa Code 8A316.4.a requires the department provide that when purchasing hydraulic fluids, greases, and other industrial lubricants the department or a state agency authorized by the department to directly purchase hydraulic fluids, greases, and other industrial lubricants shall give preference to purchasing bio-based hydraulic fluids, greases, and other industrial lubricants manufactured from soybeans.

Iowa Code 8A316.4.c(1) requires "Bio-based hydraulic fluids, greases, and other industrial lubricants" means the same as defined by the United States Department of Agriculture has not adopted a definition, "bio-based hydraulic fluids, greases, and other industrial lubricants" means hydraulic fluids, greases, and other lubricants containing a minimum of fifty-one percent soybean oil.

**Iowa Department of Transportation
Specifications and Requirements
For
Lubricating Oil**

REQUIRED DOCUMENTS

The successful bidder will be responsible to supply the following documents before an award will be made:

- ISO 9000 Certification documentation.
- A copy of the producers API license and/or trademark use license shall be provided for each exact product proposed.
- A copy of your Product Performance Warranty

The contracting authority will not be responsible for the cost of qualifications required here-in for the right to use API, ILSAC or any other trademarks on all containers allowed by licensing rights.

All engine oil containers **MUST** be marked with the “**API**” and/or “**ILSAC**” service round trademarks on all containers allowed by licensing rights and appropriate SAE viscosity rating.

All differential oil containers **MUST** be marked with the “**API**” Service Designation and “**SAE**” viscosity rating.

REQUIRED DOCUMENTS AND SAMPLES

The successful bidder shall provide the Contracting Authority a Technical Data Sheet or a completed copy of the attached typical properties form and a minimum 1 pint/maximum 1 quart sample for all items recommended for award. The technical data sheets/typical properties forms and samples shall be submitted to the Ames Purchasing Department for each oil before the initial contract shipment is made. The information and samples will not be required for subsequent shipments during the contract period, unless a significant change in formulation is made. Samples of finished oil before shipment are not required. All future tests will be compared to this initial sample. The Iowa DOT reserves the right to perform an audit of quality control & formulation documents at any time with no formal notification to the successful bidder.

METHODS OF TEST

Tests shall be made in accordance with the latest methods adopted by ASTM, when applicable. Inductively Coupled Plasma Spectroscopy (ICP) or Atomic absorption methods will be used to determine metallic elements and monitor additive levels.

INSPECTION

Oils that are recommended for award may be subject to testing prior to contract award. If oil fails to meet specifications, the cost of the test will be charged back to the vendor that submitted the oil. All testing will be done at an independent lab. The successful bidder shall keep control testing records for each lot of oil throughout the contract period, and these records shall be available to the Iowa DOT upon request. The Iowa DOT reserves the right to inspect, sample and test all batches after delivery to Ames. Oil that is found not meeting the specification requirements must be replaced without cost to the Iowa DOT. Oil shipped out to facilities around the state from the warehouse must be picked up at these locations at no cost to the Iowa DOT. Any equipment damage attributed to the supplier's failure

to provide oils and lubricants meeting the specification requirements will be considered the responsibility of the supplier, as outlined in the supplier's Product Performance Warranty. After notification from the Purchasing Section of the Iowa DOT of a problem with product delivered, the bidder will have 48 hours to correct the problem.

METHODS OF MEASUREMENT

Volumes shall be determined on the basis of 15.6° C (60° F). Each container shall be filled with the number of U.S. Standard quarts or gallons specified in the contract and marked on the container.

MARKINGS OF CONTAINERS

The label for marking of containers must contain the following information:

- Producers Name and Address
- Exact Product Name/lubricant type and product sales code number.
- SAE viscosity grade
- API and/or ILSAC grade designation service emblem and/or starburst
- Equipment manufacturer's specification compliance list
- Registered trademark product license number(s)
- Lot number and Date of Manufacture
- Quantity of liquid product contained
- Net weight of filled container
- Handling and safety warnings, including NFPA 4-color placard

A sample of labels for all products bid must be submitted with bid for evaluation and acceptance. They will be held for future reference by receiving dept. when checking in orders. A self-adhesive, weatherproof label must be affixed to all 30 and 55 gallon drum heads. Failure to comply with proper labeling will result in shipment rejection and return of material at vendor's expense, and could ultimately result in contract cancellation.

CONTAINERS FOR LIQUID LUBRICANTS

This specification covers the various shipping containers required for liquid petroleum lubricants. The size and type of container shall be as specified for each product.

DETAILED REQUIREMENTS

Drums shall be unlined new steel or unlined properly reconditioned ***(see end of section)** steel and shall have closed heads . New steel drums shall meet requirements of Federal Specification PPP-D-729, 55-gallon, or PPD-D-705, 30-gallon, for Type II, DOT-17E. (Note: Only 55 gallon and 30 gallon capacity drums will be accepted; i.e. no 33 gallon drums filled with 30 gallons of material will be accepted). All drums shall have a 2-inch filler plug, and a ¾-inch vent plug, located diametrically opposite each other, in the head of the drum. The closures shall be provided with cap seals. There shall be no evidence of leaking when the drums are filled.

Drums found leaking at the time of delivery will be returned for replacement of the drum and contents at no cost to the Contracting Authority.

All containers are non-returnable and become the property of the Iowa Department of Transportation. Barrels **will not** be identifiable as belonging to the Iowa Department of Transportation by **any markings (stenciled Stock Numbers, etc.)**.

*** RECONDITIONING GUIDELINES:**

- Previous contents must have been only lube oils or light petroleum products that can be removed by accepted reconditioning processes.
- Drums that have contained pigmented or odorized products are not acceptable.
- Lacquer linings or inner-coated drums are not acceptable.
- Drums should be reformed, straightening of chimes, to restore integrity and appearance.
- All drums should be cleaned internally by procedures, which include a hot detergent wash, a clean water rinse, and air-drying.
- The interior shall be free of rust, moisture or foreign matter.
- Old paint, rust, labels and other foreign matter must be removed from the drum exterior prior to painting.

REQUIREMENTS FOR RE-REFINED OIL

The Newalta and Safety Kleen re-refining processes are the only processes to date that produce lubricants which meet American Petroleum Institute standards. This process will be required of all Vendors bidding re-refined base stock oil. Documentation of process must be provided for each product to be considered re-refined. Percent of re-refined content shall be listed on Schedule of Prices where indicated.

VISCOSITY REQUIREMENTS

The oils must meet the following properties for the respective grades.

<u>SAE Viscosity</u>	<u>5W20</u>	<u>5W30</u>	<u>10W30</u>	<u>15W40</u>
Viscosity at 100°C				
Kinematic cSt				
Minimum	5.6	9.3	9.3	12.5
Maximum	9.3	12.5	12.5	16.3

Bidder _____

SEALED BID

LETTING DATE: November 26, 2014
PROPOSAL NO: 13175
PROPOSAL DESCRIPTION: OIL - LUBRICATING

Iowa Department of Transportation
PURCHASING - SEALED BID PROPOSAL
800 Lincoln Way
Ames, IA 50010