

EDUCATION SERVICE CENTER REGION 19
RFP AWARD SUMMARY

RFP TITLE: Propane Gas Services- ESC Region 19 Purchasing Cooperative
RFP NUMBER: 12-6757
RFP OPENING DATE: April 10, 2012
CONTRACT TERM: Date of Award until March 31, 2013 with the option to extend in 12 month increments not to exceed 36 months in the aggregate
(Extended by ESC Region 19 until March 31, 2014)
(Extended by ESC Region 19 until March 31, 2015)
FUNDING SOURCE: Various Region 19 Purchasing Cooperative members
RFP's ISSUED: 5
RESPONSES: 2
ADVERTISEMENT DATES: March 25th & April 1st, 2012
BOARD MEETING DATE: May 17th, 2012

RECOMMENDED FOR AWARD **AmeriGas Propane, L.P.**

TOTAL (estimated) **\$ 2,000,000.00/ year**

EXPLANATIONS:

Award of this contract will enable ESC Region 19 Purchasing Cooperative members to utilize the propane gas services. The vendor being recommended for award scored 8.2 out of a possible 10 utilizing 75% pricing, and 25% vendor's ability to comply with conditions set forth in special conditions up to and including reference checks, overall commitment to service ESC Region 19 Coop members, simplicity of billing reconciliation, and any other factors determined to be in the best interest of ESC Region 19 Purchasing Cooperative members, as they apply to the requested services under this contract. AmeriGas agrees to furnish each member with a an electronic copy of the BPN Weekly Newsletter posting as of Thursday of each week for confirmation on pricing to be invoiced.

SPECIFICATIONS PROVIDED BY: Royce Cleveland
ESC Region 19

EVALUATION COMMITTEE: Nancy Alvarado
ESC Region 19

Martin Camacho
ESC Region 19

ORDER INFORMATION:

AmeriGas Propane, L.P.
Attn: Dawn Stevenson
460 N. Gulph Road
King of Prussia, PA 19406
610-337-7000 / 800-853-6790
Fax: 610-768-7694
www.amerigas.com

SPECIAL CONDITIONS

- 1. This contract will be tied to a fixed margin in cents over the weekly local **El Paso VALERO** posted pricing released every Thursday and vendor will provide electronic copy of the BPN newsletter on Thursday of each week to directly to ESC Region 19 Purchasing Cooperative and any ESC Region 19 Purchasing Cooperative members who are utilizing this contract. The news letter weekly update must show the market price for the El Paso Valero posted closing price to take effect the next day for seven days. All deliveries during the seven day period will be with the margins agreed to in the contract.

- 2. Currently, the ESC Region 19 Purchasing Cooperative has 125+ members in Texas, and the following local entities reside in the El Paso area;

- Region 19 Head Start Sites _____
- Anthony ISD _____
- Burnham Wood Charter School _____
- Candlelighters of El Paso _____
- Children’s Kingdom Learning Center _____
- Canutillo ISD _____
- Christian Joy Center Academy _____
- City of El Paso (all departments) _____
- City of Horizon _____
- City of Socorro _____
- Clint ISD _____
- El Paso Academy East _____
- El Paso Catholic Diocese _____
- El Paso ISD _____
- El Paso Community College _____
- El Paso Housing Authority _____
- El Paso MHMR _____
- El Paso School for Excellence _____
- El Paso Water Utilities _____
- Fabens ISD _____
- Father Yermo _____
- Hudspeth County Sheriff _____
- La Fe Preparatory School _____
- Rio Grande Counsel of Governments _____
- San Elizario ISD _____
- Socorro ISD _____
- St. Mark’s School _____
- St. Raphael School _____
- Texas Tech University Health Sciences _____
- Texas Tech University _____
- Tornillo ISD _____
- UTEP _____
- Ysleta ISD _____
- YWCA of El Paso _____

Visit web site under current membership for a detailed listing of all ESC Region 19 Purchasing Coop members.

SPECIAL CONDITIONS (CONT)

3. This proposal will also require certified technicians in compliance with all Texas Railroad Commission legislation and regulations to perform any services that may arise at a designated hourly rate.
5. **While the listed ESC Region 19 Purchasing Coop members currently have purchased and own all of their propane tanks**, vendors should have the ability to sell and install propane tanks in compliance with all local, state, and federal requirements if the need arises during the contract period.
6. Awarded vendor agrees to make deliveries as propane is required even if deliveries are more than once per week. Some customers may elect **“WILL CALL”** as propane service is needed while others may elect **“KEEP FULL”** service for delivery to locations of ESC Region 19 Purchasing Coop members.
7. **Additionally, propane buses will be going into service over the next year, hence a listing of refueling stations for propane is required.**
8. **The margin submitted will include all freight from the refinery to the storage facility, delivery of the product to the end user, and all overhead including billing, office personnel, delivery personnel, vehicle maintenance, compliance with state and federal regulations, etc.). No additional fees will be accessed to the end-user unless supplier has identified the fee, tax, or otherwise with their original proposal submittal.**
9. **End-user ESC Region 19 Purchasing Cooperative members utilizing this contract will provide facility and tank information to the awarded vendor prior to placing orders so that vendor can determine whether or not bob-tail (approximately 2500 gallons per delivery) or transport service (approximately 9500 gallons per delivery) will be required.**
10. **Evaluation criteria on this contract will be 75% pricing and 25% vendor’s ability to comply with conditions set forth in special conditions up to and including reference checks, overall commitment to service ESC Region 19 Coop members, simplicity of billing reconciliation, and any other factors determined to be in the best interest of ESC Region 19 Purchasing Cooperative members.**
11. **Awarded contractor agrees to service other ESC Region 19 Purchasing Cooperative members when logistically possible during the term of this contract.**

RESPONSE FORM

1. **List three (3) trade references of large commercial accounts your company has worked with within the last 2 years including the name of the firm, the contact person, phone number, and the type of work performed in or close to the El Paso Distribution area**

AmeriGas Propane, L.P. - All references are on file

2. **List number of employees, certified technicians, and number of propane delivery vehicles available for El Paso Market including rural areas such as Ft. Hancock and Tornillo ISD. Include whether delivery vehicles are bob-tail or transport;**

AmeriGas Propane, L.P. - 8 – Employees
3 – Certified technicians
5 – Bobtail delivery vehicles

3. **Network of Refueling resellers and sites in the El Paso and surrounding area within 100 miles of El Paso City Limits;**

AmeriGas Propane, L.P. - No refueling resellers, however our solution would be to install dispensers on-site

RESPONSE FORM (CONT)

4. Provide samples of documentation to include but not limited to service delivery receipts left after refueling tanks, copies of invoicing for expediting payment, tracking data sheets, customer tracking data, and any other information that will be used during the evaluation process to identify the awarded contractor (please attaché requested documents for review and possible award consideration).

AmeriGas Propane, L.P. - All samples of documentation service delivery receipts, invoicing, tracking data sheets and customer data tracking sheets on file.

5. Primary storage location in the El Paso Market to include location, storage capacities, hours of operation, and other relevant information for logistical analysis in the best interest of the ESC Region 19 Purchasing Cooperative members;

AmeriGas Propane, L.P.- 6820 Industrial Ave. – El Paso, TX 79915 – 8:00 a.m. to 5 p.m. – storage capacity 30,000 gallons

6. Secondary locations in and/or around the El Paso Market to include location, storage capacities, hours of operation, contact names, phone numbers, and other relevant information in the best interest of ESC Region 19 Purchasing Cooperative Members.

AmeriGas Propane, L.P. - 8918 Gateway Blvd. East – El Paso, TX 79907 – 8:00 a.m. to 5 p.m. – storage capacity 30,000 gallons

7. Provide network of refueling resellers and solutions in and around the El Paso area within 100 radius including Name of reseller, contact person, phone number, hours of operation, and addresses (mapping would be beneficial if available).

AmeriGas Propane, L.P. - No refueling resellers, our solution is to install dispensers on-site.

8. Propane Pricing:

Targa-Chico TX Pricing

Current Market ~~El Paso Valero Pricing~~ as of April 5, 2012 (Thursday post in cents) \$ 1.2725

PROVIDE COPY OF BPN WEEKLY NEWSLETTER FOR VERIFICATION PURPOSES AS THIS WILL BE REQUIRED FOR WEEKLY REFERENCE AGAINST INVOICING FOR AWARDED VENDOR)

AmeriGas Propane uses the current market pricing in Targa - Chico, TX

**Complete fixed Margin over Weekly BPN Posted Price for Propane on end-user
When refueling at vendor's designated facility (cents over posted weekly price) \$ 0.27
AMOUNT TO BE BILLED TO END-USER OVER WEEKLY PUBLISHED PRICE**

**Complete fixed Margin over Weekly BPN Posted Price for Propane for end-user
When turn-key delivery is made by awarded contractor to member tanks
(cents over posted weekly price)
AMOUNT TO BE BILLED TO END-USER OVER WEEKLY PUBLISHED PRICE \$ 0.29**

**Complete fixed Margin over Weekly BPN Posted Price for Propane re-sellers providing
Propane (cents over posted weekly price)
AMOUNT TO BE BILLED TO END-USER OVER WEEKLY PUBLISHED PRICE \$ N/A**

**HOURLY RATE FOR SERVICE TECHNICIANS WHEN REQUIRED TO COMPLY WITH
SAFETY AND MAINTENANCE OF PROPANE STORAGE TANKS WHEN REQUIRED: \$ 90.00**

MARKUP OVER COST FOR PARTS ON REPAIRS AND MAINTENANCE 20 %

**PROVIDE TANK AND RELATED PRICE LIST FOR NEW TANK INSTALLS WHEN
APPLICABLE FOR PARTS, REPAIRS, ETC.**

RESPONSE FORM (CONT)

DISCOUNT FROM PRICING FOR END-USER

0%

AWARDED VENDOR – AMERIGAS PROPANE, L.P.

CURRENT LISTING OF TANK SIZES AND LOCATIONS

El Paso ISD: 376,977 gals / year average

Tornillo ISD Usage: 90,000 + gals / year average

Ysleta ISD Usage: 140,000 gals / year average

CURRENT LISTING OF TANK SIZES AND LOCATIONS IN EL PASO, TX FOR EI PASO ISD

EPISD Main Transportation – 6531 Boeing Dr. 8000 gal tank

EPISD West Transportation – 4864 Doniphan Rd. 8000 gal tank

EPISD Northeast Transportation – 5000 Trans Mountain RD. 8000 gal tank

CURRENT LISTING OF TANK SIZES AND LOCATIONS IN TORNILLO, TX FOR TORNILLO ISD

Tornillo High School – 430 D. Oil Mill (4) 1000 gal. tanks

Tornillo Junior High School - 430 A. Oil Mill 3600 gal. tank

Tornillo Intermediate School - 420 A. Oil Mill 6000 gal. tank

Tornillo Central office – 19200 Cobb 4000 gal. tank

Tornillo Elementary School – 19220 Cobb 500 gal. tank

Tornillo Elementary Gym – 19220 Cobb 1000 gal. tank

Hope – 19250 Cobb 500 gal. tank

CURRENT LISTING OF TANK SIZES AND LOCATIONS IN EL PASO, TX FOR YSLETA ISD

Ysleta ISD – 7944 Yermoland Dr. 2000 gal tank

Approved by: _____
(James R. Vasquez)
(James R. Vasquez)
(Armando Aguirre)

Date: _____
(April 26, 2012)
(March 7, 2013)
(February 17, 2014)