

**Part I A – Technical Proposal for: Bulk Purchase and Delivery Service**

**RFQ: 3064**

**October 9, 2013 at 2:00PM**



**20 Pacifica Suite 650**

**Irvine, CA 92618**



October 4, 2013

State of Nevada  
(Attn: Purchasing Division)  
515 E. Musser Street, Suite 300  
Carson City, NV 89701

RE: RFQ: 3064 – Bulk Fuel Purchase and Delivery Service

In regards to your Solicitation to provide Fuel Services, it is IPC, (USA)'s intention to submit our proposal for your review. Our corporate office is located at 20 Pacifica, Suite 650, Irvine, CA 92618 with business capabilities 24 hours a day. If you have any questions or concerns regarding this proposal please contact Blanca Hurtado as she will be the main point of contact, information below.

Thank you, in your consideration of IPC, (USA) as your fuel provider.

Blanca Hurtado  
Manager, Bids and Contracts  
Phone: (949) 648-5620  
Fax: (949) 648-5612  
Email: [blanca.hurtado@usipc.com](mailto:blanca.hurtado@usipc.com)

Sincerely,

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Hiroki Okinaga  
Chief Executive Officer



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## VENDOR INFORMATION SHEET FOR RFQ 3064

**Vendor Must:**

- A) Provide all requested information in the space provided next to each numbered question. The information provided in Sections V1 through V6 will be used for development of the contract;
- B) Type or print responses; and
- C) Include this Vendor Information Sheet in Tab III of the Technical Proposal.

V1	Company Name	IPC, (USA), Inc.		
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V2	Street Address	20 Pacifica, Suite 650		
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V3	City, State, ZIP	Irvine, CA 92618		
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V4	Telephone Number			
	Area Code: 949	Number: 648-5620	Extension:	

V5	Facsimile Number			
	Area Code: 949	Number: 648-5612	Extension:	

V6	Toll Free Number			
	Area Code: 800	Number: 936-3930	Extension:	

V7	<b>Contact Person for Questions / Contract Negotiations, including address if different than above</b>			
	Name: Blanca Hurtado			
	Title: Manager, Bids and Contracts			
	Address: 20 Pacifica, Suite 650, Irvine, CA 92618			
	Email Address: blanca.hurtado@usipc.com			

V8	Telephone Number for Contact Person			
	Area Code: 949	Number: 648-5620	Extension:	

V9	Facsimile Number for Contact Person			
	Area Code: 949	Number: 648-5612	Extension:	

V10	<b>Name of Individual Authorized to Bind the Organization</b>			
	Name: Hiroki Okinaga	Title: CEO		

V11	<b>Signature (Individual must be legally authorized to bind the vendor per NRS 333.337)</b>			
	Signature: 	Date: 10/8/2013		



SUBJECT: Amendment 1 to Request for Qualification 3064  
RFP TITLE: Bulk Fuel Purchase and Delivery Service  
DATE OF AMENDMENT: September 19, 2013  
DATE OF RFP RELEASE: August 19, 2013  
OPENING DATE: October 9, 2013  
OPENING TIME: 2:00 PM  
CONTACT: Nancy Feser, Procurement Staff Member

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The following shall be a part of RFQ **3064**. If a vendor has already returned a proposal and any of the information provided below changes that proposal, please submit the changes along with this amendment. You need not re-submit an entire proposal prior to the opening date and time.

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### **Revisions to RFQ:**

Section 1 of the RFQ is being revised to read:

The State does not guarantee any minimum number of bulk fuel purchases under this contract. As these contracts will affect several State agencies, the approximate number of bulk fuel purchases, using agencies, etc. is unavailable.

The State reserves the right to accept vendor proposals for qualification on an ongoing basis. Any future contract awards will be written based upon termination dates concurrent with contracts awarded as a result of the original RFQ.

### **Questions and Answers to RFQ:**

1. Can you do better than 30 days for payment terms, i.e. Net 10 or Net 15?

*Payments for invoices will be made within 10-15 days of receipt; refer to Section 8 of the RFQ.*

2. Have any addendums been released for this bid?

*No, this is the first amendment/addendum to this RFQ.*

3. Do you currently receive a discount for prompt payment of invoices?

***The State receives prompt payment discounts on various purchases and is willing to consider prompt pay discount offered.***

4. Can we please have a list of bidders invited to submit a proposal?

***This information is not available.***

5. Will a metered bill of lading be acceptable in place of the metered truck requirement?

***Yes.***

6. Do you consider common carriers to be subcontractors?

***Yes.***

7. Is this RFQ a pre-qualification of suppliers and no pricing is due by 10/9/2013?

***Correct, the purpose of this RFQ is to determine the qualifications of vendors per the Minimum Qualifications in Section 3.2 of the RFQ. As needed, agencies will then make purchases, from the qualified vendors awarded contracts with consideration of lowest cost and availability of fuel delivery, at time of purchase.***

If yes to question above, when is the official RFP estimated to release?

***Refer to Question 7 above.***

8. Who are the current suppliers?

***Below is a list of fuel vendors that have been used by individual agencies; however, these vendor's are not under contract.***

***Suburban Propane, Gale Oil and Tire, Sage Petroleum Products, Western Entergenix, Flyers Energy LLC, Carson Valley Oil, Al Park Petroleum, Thomas Petroleum, Turner Petroleum, Chris's Service, Rebel Oil, and Epic Aviation.***

9. Is ACH payment method acceptable?

***Yes.***

10. What is the pricing index and terminal cities preferred?

***The State is not incorporating the pricing index into this RFQ, and there is no preference regarding which terminals are used by the Vendors.***

11. Metered tickets on full tanker transports is not commercial standard. Please confirm if the refiners temperature corrected bill of lading will be acceptable?

***Yes, the refiners temperature corrected bill of lading is acceptable.***

12. During the pre-proposal conference, it was brought to the States attention that the following propane tanks are owned by Suburban Propane:

<i>Tonopah Conservation Camp</i>	<i>6 – 1,150 gallon tanks</i>
<i>Glendale NDOT</i>	<i>1- 500 gallon tank</i>
<i>Indian Springs NDOT</i>	<i>1 – size of tank unspecified</i>
<i>Mt. Charles NDOT</i>	<i>1 – 1,000 gallon tank</i>
<i>Searchlight NDOT</i>	<i>1 – 500 gallon tank</i>

**ALL ELSE REMAINS THE SAME FOR RFQ 3064.**

*Vendor must sign and return this amendment with proposal submitted.*

Vendor Name: Hiroski Okinaga  
Authorized Signature: [Signature]  
Title: CEO Date: 10/8/2013

This document must be submitted in the "State Documents" section/tab of vendors' technical proposal.

**ATTACHMENT A – CONFIDENTIALITY AND CERTIFICATION OF INDEMNIFICATION**

Submitted proposals, which are marked “confidential” in their entirety, or those in which a significant portion of the submitted proposal is marked “confidential” **will not** be accepted by the State of Nevada. Pursuant to NRS 333.333, only specific parts of the proposal may be labeled a “trade secret” as defined in NRS 600A.030(5). All proposals are confidential until the contract is awarded; at which time, both successful and unsuccessful vendors’ technical and cost proposals become public information.

In accordance with the Submittal Instructions of this RFQ, vendors are requested to submit confidential information in separate binders marked “**Part I B Confidential Technical**” and “**Part II Confidential Financial**”.

The State will not be responsible for any information contained within the proposal. Should vendors not comply with the labeling and packing requirements, proposals will be released as submitted. In the event a governing board acts as the final authority, there may be public discussion regarding the submitted proposals that will be in an open meeting format, the proposals will remain confidential.

By signing below, I understand it is my responsibility as the vendor to act in protection of the labeled information and agree to defend and indemnify the State of Nevada for honoring such designation. I duly realize failure to so act will constitute a complete waiver and all submitted information will become public information; additionally, failure to label any information that is released by the State shall constitute a complete waiver of any and all claims for damages caused by the release of the information.

This proposal contains Confidential Information, Trade Secrets and/or Proprietary information as defined in *Section 2 “ACRONYMS/DEFINITIONS.”*

*Please initial the appropriate response in the boxes below and provide the justification for confidential status.*

Part I B – Confidential Technical Information			
YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

Justification for Confidential Status			
Proprietary information			

A Public Records CD has been included for the Technical and Cost Proposal			
YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

Part II – Confidential Financial Information			
YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

Justification for Confidential Status			
Proprietary information			

IPC (USA), Inc.  
 \_\_\_\_\_  
 Company Name

*[Signature]*  
 \_\_\_\_\_  
 Signature

Hiroki Okinga - CEO  
 \_\_\_\_\_  
 Print Name

10/8/2013  
 \_\_\_\_\_  
 Date

This document must be submitted in Tab IV of vendor’s technical proposal

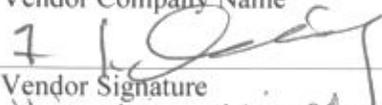
## ATTACHMENT C – VENDOR CERTIFICATIONS

Vendor agrees and will comply with the following:

- (1) Any and all prices that may be charged under the terms of the contract do not and will not violate any existing federal, State or municipal laws or regulations concerning discrimination and/or price fixing. The vendor agrees to indemnify, exonerate and hold the State harmless from liability for any such violation now and throughout the term of the contract.
- (2) All proposed capabilities can be demonstrated by the vendor.
- (3) The price(s) and amount of proposal will be arrived independently and without consultation, communication, agreement or disclosure with or to any other contractor, vendor or potential vendor.
- (4) All proposal terms, will remain in effect for a minimum of 180 days after the proposal due date. In the case of the awarded vendor, all proposal terms, will remain in effect throughout the contract negotiation process.
- (5) No attempt has been made at any time to induce any firm or person to refrain from proposing or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal. All proposals must be made in good faith and without collusion.
- (6) All conditions and provisions of this RFQ are deemed to be accepted by the vendor and incorporated by reference in the proposal, except such conditions and provisions that the vendor expressly excludes in the proposal. Any exclusion must be in writing and included in the proposal at the time of submission.
- (7) Each vendor must disclose any existing or potential conflict of interest relative to the performance of the contractual services resulting from this RFQ. Any such relationship that might be perceived or represented as a conflict should be disclosed. By submitting a proposal in response to this RFQ, vendors affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest will automatically result in the disqualification of a vendor's proposal. An award will not be made where a conflict of interest exists. The State will determine whether a conflict of interest exists and whether it may reflect negatively on the State's selection of a vendor. The State reserves the right to disqualify any vendor on the grounds of actual or apparent conflict of interest.
- (8) All employees assigned to the project are authorized to work in this country.
- (9) The company has a written equal opportunity policy that does not discriminate in employment practices with regard to race, color, national origin, physical condition, creed, religion, age, sex, marital status, sexual orientation, developmental disability or handicap.
- (10) The company has a written policy regarding compliance for maintaining a drug-free workplace.
- (11) Vendor understands and acknowledges that the representations within their proposal are material and important, and will be relied on by the State in evaluation of the proposal. Any vendor misrepresentations shall be treated as fraudulent concealment from the State of the true facts relating to the proposal.
- (12) Vendor must certify that any and all subcontractors comply with Sections 7, 8, 9, and 10, above.
- (13) The proposal must be signed by the individual(s) legally authorized to bind the vendor per NRS 333.337.

IPC (USA), Inc.

Vendor Company Name



Vendor Signature

Hiroyuki Okinaga

Print Name

10/8/2013

Date

**This document must be submitted in Tab IV of vendor's technical proposal**



October 8, 2013

State of Nevada  
(Attn: Purchasing Division)  
515 E. Musser Street, Suite 300  
Carson City, NV 89701

RE: RFQ: 3064 – Bulk Fuel Purchase and Delivery Service

Subject: Insurance Certification

Please note, IPC (USA), Inc. will provide all such necessary Insurance Certificates upon award of contract and prior to commencement of work.

If you have questions or concerns regarding this offer, please feel free to contact Blanca Hurtado / Manager, Bids and Contracts at:

Office: (949) 648-5620  
Mobile: (714) 616-2703  
Email: [blanca.hurtado@usipc.com](mailto:blanca.hurtado@usipc.com)

Thank you for your consideration.

**ATTACHMENT B – TECHNICAL PROPOSAL CERTIFICATION OF COMPLIANCE  
WITH TERMS AND CONDITIONS OF RFQ**

I have read, understand and agree to comply with the terms and conditions specified in this Request for Qualifications.

YES \_\_\_\_\_ I agree to comply with the terms and conditions specified in this RFQ.

NO   X   I do not agree to comply with the terms and conditions specified in this RFQ.

In order for any exceptions and/or assumptions to be considered they **MUST** be documented in detail in the tables below. The State will not accept additional exceptions and/or assumptions if submitted after the proposal submission deadline. Vendors must be specific. Nonspecific exceptions or assumptions may not be considered. If the exception or assumption requires a change in the terms or wording of the contract, the scope of work, or any incorporated documents, vendors must provide the specific language that is being proposed in the tables below.

IPC(USA), Inc.  
Company Name

[Signature]  
Signature

Hiroyuki Okinaga  
Print Name

10/8/2013  
Date

*Vendors MUST use the following format.* Attach additional sheets if necessary.

**EXCEPTION SUMMARY FORM**

RFQ SECTION NUMBER	RFQ PAGE NUMBER	EXCEPTION (Complete detail regarding exceptions must be identified)
4.1.8	14	Please see waiver regarding auto liability in Technical - Confidential

**ASSUMPTION SUMMARY FORM**

RFQ SECTION NUMBER	RFQ PAGE NUMBER	ASSUMPTION (Complete detail regarding assumptions must be identified)
_____	_____	n/a _____

This document must be submitted in Tab V of vendor's technical proposal



October 8, 2013

State of Nevada  
(Attn: Purchasing Division)  
515 E. Musser Street, Suite 300  
Carson City, NV 89701

RE: RFQ: 3064 – Bulk Fuel Purchase and Delivery Service

Subject: Minimum Qualifications – Section 3.2

Please note our responses below addressing the State's Minimum Qualifications:

3.2.1 – All fuel supplied to the State will comply with all applicable governmental and industry standards and specifications in accordance with NRS and NAC Chapter 590.

3.2.2. – All common carriers used in the performance of any award issued by the State will be Certified Carriers in full compliance with the Nevada Transportation Authority per NAC 706 and will provide all necessary licenses and documentation as required when transporting fuels under NRS 365.530.

3.2.3 – Bill of Ladings will be provided at time of each delivery. Regarding Material Data Safety Sheets, (MSDS), major refiners consider product certification analysis to be of proprietary information. IPC (USA), Inc. guarantees all supplied product to meet or exceed ASTM requirements, and can provide an MSDS upon request.

3.2.4 – The locations services will be provided include: South Region – High Desert State Prison and Southern Desert Correction Center (Boiler); District 1 – Las Vegas and Las Vegas South

3.2.5 – Fuels provided will be unbranded and guaranteed to meet or exceed ASTM requirements. No aviation fuel is offered in this submission.

If you should have any questions or concerns regarding the above responses please feel free to contact Blanca Hurtado/Manager , Bids and Contracts at:

Office: (949) 648-5620  
Mobile: (714) 616-2703  
Email: [blanca.hurtado@usipc.com](mailto:blanca.hurtado@usipc.com)

6. COMPANY BACKGROUND AND REFERENCES

6.1 VENDOR INFORMATION

6.1.1 Vendors must provide a company profile in the table format below.

Question	Response
Company name:	IPC (USA), Inc.
Ownership (sole proprietor, partnership, etc.):	Corporation
State of incorporation:	California
Date of incorporation:	January 10, 2002
# of years in business:	13
List of top officers:	Hiroki Okinaga, Jim Takeuchi
Location of company headquarters:	Irvine, CA
Location(s) of the company offices:	Irvine, CA; Houston, TX; Portland
Location(s) of the office that will provide the services described in this RFQ:	Irvine, CA
Number of employees locally with the expertise to support the requirements identified in this RFQ:	n/a
Number of employees nationally with the expertise to support the requirements in this RFQ:	100
Location(s) from which employees will be assigned for this project:	Irvine, CA

6.1.2 **Please be advised**, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state must register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

6.1.3 The selected vendor, prior to doing business in the State of Nevada, must be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS76. Information regarding the Nevada Business License can be located at <http://sos.state.nv.us>.

Question	Response
Nevada Business License Number:	NV20031410500
Legal Entity Name:	IPC (USA), Inc.

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If "No", provide explanation.

6.1.4 Vendors are cautioned that some services may contain licensing requirement(s). Vendors shall be proactive in verification of these requirements prior to proposal

submittal. Proposals that do not contain the requisite licensure may be deemed non-responsive.

6.1.5 Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes		No	X
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If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	n/a
State agency contact name:	
Dates when services were performed:	
Type of duties performed:	
Total dollar value of the contract:	

6.1.6 Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	X
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If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of Nevada within the past two (2) years, and if such person will be performing or producing the services which you will be contracted to provide under this contract, you must disclose the identity of each such person in your response to this RFQ, and specify the services that each person will be expected to perform.

6.1.7 Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFQ must also be disclosed. Does any of the above apply to your company?

Yes		No	X
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If "Yes", please provide the following information. Table can be duplicated for each issue being identified.

Question	Response
Date of alleged contract failure or	n/a

Question	Response	
breach:		
Parties involved:		
Description of the contract failure, contract breach, or litigation, including the products or services involved:	n / a	
Amount in controversy:		
Resolution or current status of the dispute:		
If the matter has resulted in a court case:	Court	Case Number
Status of the litigation:		

- 6.1.8 Vendors must review the insurance requirements specified in **Attachment E, Insurance Schedule for RFQ 3064**. Does your organization currently have or will your organization be able to provide the insurance requirements as specified in **Attachment E**.

Yes		No	<input checked="" type="checkbox"/>
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\* Please see Waiver letter in Technical - Confidential

Any exceptions and/or assumptions to the insurance requirements **must** be identified on **Attachment B, Technical Proposal Certification of Compliance with Terms and Conditions of RFP**. Exceptions and/or assumptions will be taken into consideration as part of the evaluation process; however, vendors must be specific. If vendors do not specify any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Upon contract award, the successful vendor **must** provide the Certificate of Insurance identifying the coverages as specified in **Attachment E, Insurance Schedule for RFP 3064**.

- 6.1.9 Company background/history and why vendor is qualified to provide the services described in this RFQ. Limit response to no more than five (5) pages.  
\* Please see confidential information
- 6.1.10 Length of time vendor has been providing services described in this RFQ to the public and/or private sector. Please provide a brief description.  
\* Please see confidential information
- 6.1.11 Financial information and documentation to be included in Part III, Confidential Financial of vendor's response in accordance with **Section 12.4, Part II - Confidential Financial**.

6.1.11.1 Dun and Bradstreet Number

6.1.11.2 Federal Tax Identification Number

\* Please see confidential information

## 6.2 SUBCONTRACTOR INFORMATION

- 6.2.1 Does this proposal include the use of subcontractors, excluding the use of common carriers registered with a valid SCAC?

Yes		No	<input checked="" type="checkbox"/>
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If “Yes”, vendor must:

- 6.2.1.1 Identify specific subcontractors and the specific requirements of this RFQ for which each proposed subcontractor will perform services.
- 6.2.1.2 If any tasks are to be completed by subcontractor(s), vendors must:
- A. Describe the relevant contractual arrangements;
  - B. Describe how the work of any subcontractor(s) will be supervised, channels of communication will be maintained and compliance with contract terms assured; and
  - C. Describe your previous experience with subcontractor(s).
- 6.2.1.3 Vendors must describe the methodology, processes and tools utilized for:
- A. Selecting and qualifying appropriate subcontractors for the project/contract;
  - B. Ensuring subcontractor compliance with the overall performance objectives for the project;
  - C. Ensuring that subcontractor deliverables meet the quality objectives of the project/contract; and
  - D. Providing proof of payment to any subcontractor(s) used for this project/contract, if requested by the State. Proposal should include a plan by which, at the State’s request, the State will be notified of such payments.
- 
- 6.2.1.4 Provide the same information for any proposed subcontractors as requested in **Section 6.1, Vendor Information**.
- 6.2.1.5 Business references as specified in **Section 6.3, Business References** must be provided for any proposed subcontractors.
- 6.2.1.6 Vendor shall not allow any subcontractor to commence work until all insurance required of the subcontractor is provided to the vendor.
- 6.2.1.7 Vendor must notify the using agency of the intended use of any subcontractors not identified within their original proposal and provide

the information originally requested in the RFQ in *Section 6.2, Subcontractor Information*. The vendor must receive agency approval prior to subcontractor commencing work.

### 6.3 BUSINESS REFERENCES

- 6.3.1 Vendors should provide a minimum of three (3) business references from similar projects performed for private, state and/or large local government clients within the last three (3) years.
- 6.3.2 Vendors must provide the following information for every business reference provided by the vendor and/or subcontractor:

The "Company Name" must be the name of the proposing vendor or the vendor's proposed subcontractor.

Reference #:	1		
Company Name:	City of Albuquerque		
<i>Identify role company will have for this RFQ project (check one):</i>			
<input checked="" type="checkbox"/>	VENDOR	<input type="checkbox"/>	SUBCONTRACTOR
Project Name:	Wholesale Fuel		
<b>Primary Contact Information</b>			
Name:	Tony Baldonado		
Street Address:	5501 Pine Rd. NE, Bldg H		
City, State, Zip	Albuquerque, NM 87103		
Phone, including area code:	505) 857-8087		
Facsimile, including area code:	n/a		
Email address:	tbaldonado@cabq.gov		
<b>Alternate Contact Information</b>			
Name:	Anne O'Brien		
Street Address:	5501 Pine Rd. NE, Bldg H		
City, State, Zip	Albuquerque, NM 87103		
Phone, including area code:	505) 761-8178		
Facsimile, including area code:	n/a		
Email address:	ao'Brien@cabq.gov		

- 6.3.3 Vendors must also submit *Attachment F, Reference Questionnaire* to the business references that are identified in *Section 6.3.2*.
- 6.3.4 The company identified as the business references must submit the Reference Questionnaire directly to the Purchasing Division.

the information originally requested in the RFQ in *Section 6.2, Subcontractor Information*. The vendor must receive agency approval prior to subcontractor commencing work.

**6.3 BUSINESS REFERENCES**

- 6.3.1 Vendors should provide a minimum of three (3) business references from similar projects performed for private, state and/or large local government clients within the last three (3) years.
- 6.3.2 Vendors must provide the following information for every business reference provided by the vendor and/or subcontractor:

The "Company Name" must be the name of the proposing vendor or the vendor's proposed subcontractor.

Reference #:	2		
Company Name:	VIA Metropolitan Transit		
<i>Identify role company will have for this RFQ project (check one):</i>			
<input checked="" type="checkbox"/>	VENDOR	<input type="checkbox"/>	SUBCONTRACTOR
Project Name:	Bulk Fuel		
<b>Primary Contact Information</b>			
Name:	Todd Peschong		
Street Address:	1720 N. Flores Street		
City, State, Zip	San Antonio, TX 78212		
Phone, including area code:	210 302-2418		
Facsimile, including area code:	N/A		
Email address:	todd.peschong@viainfo.net		
<b>Alternate Contact Information</b>			
Name:	Ronald Perez		
Street Address:	1720 N. Flores Street		
City, State, Zip	San Antonio, TX 78212		
Phone, including area code:	210 302-2408		
Facsimile, including area code:	N/A		
Email address:	Ron.perez@viainfo.net		

- 6.3.3 Vendors must also submit *Attachment F, Reference Questionnaire* to the business references that are identified in *Section 6.3.2*.
- 6.3.4 The company identified as the business references must submit the Reference Questionnaire directly to the Purchasing Division.

the information originally requested in the RFQ in *Section 6.2, Subcontractor Information*. The vendor must receive agency approval prior to subcontractor commencing work.

### 6.3 BUSINESS REFERENCES

- 6.3.1 Vendors should provide a minimum of three (3) business references from similar projects performed for private, state and/or large local government clients within the last three (3) years.
- 6.3.2 Vendors must provide the following information for every business reference provided by the vendor and/or subcontractor:

The "Company Name" must be the name of the proposing vendor or the vendor's proposed subcontractor.

Reference #:	3		
Company Name:	Hertz Rental Car		
<i>Identify role company will have for this RFQ project (check one):</i>			
<input checked="" type="checkbox"/>	VENDOR	<input type="checkbox"/>	SUBCONTRACTOR
Project Name:	Bulk Fuel		
<b>Primary Contact Information</b>			
Name:	PAM RACCIPPIO		
Street Address:	9500 Ormsby Station Rd. Ste. 402		
City, State, Zip	Louisville, KY 40223		
Phone, including area code:	502 882-5721		
Facsimile, including area code:	N/A		
Email address:	PAM.RACCIPPIO@ENVEXINC.COM		
<b>Alternate Contact Information</b>			
Name:	N/A		
Street Address:	N/A		
City, State, Zip	N/A		
Phone, including area code:	N/A		
Facsimile, including area code:	N/A		
Email address:	N/A		

- 6.3.3 Vendors must also submit Attachment F, Reference Questionnaire to the business references that are identified in *Section 6.3.2*.
- 6.3.4 The company identified as the business references must submit the Reference Questionnaire directly to the Purchasing Division.