

TAB 1

PART 1 A

**TECHNICAL PROPOSAL FOR BULK FUEL
PURCHASE AND DELIVERY SERVICE**

RFQ 3064

**RIVER CITY PETROLEUM INC
4870 E CARTIER AVE
LAS VEGAS, NV 89115**

**PROPOSAL OPENING DATE:
OCTOBER 9,2013
PROPOSAL OPENING TIME:
2:00PM**

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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 | RIVER CITY PETROLEUM INC | |
|----|--------------|--------------------------|--|

| | | | |
|----|----------------|--------------------|--|
| V2 | Street Address | 4870 E CARTIER AVE | |
|----|----------------|--------------------|--|

| | | | |
|----|------------------|---------------------|--|
| V3 | City, State, ZIP | LAS VEGAS, NV 89115 | |
|----|------------------|---------------------|--|

| | | | |
|----|------------------|------------------|-----------------|
| V4 | Telephone Number | | |
| | Area Code: 702 | Number: 643-9200 | Extension: 1103 |

| | | | |
|----|------------------|------------------|------------|
| V5 | Facsimile Number | | |
| | Area Code: 702 | Number: 643-8536 | Extension: |

| | | | |
|----|------------------|---------|------------|
| V6 | Toll Free Number | | |
| | Area Code: | Number: | Extension: |

| | | | |
|-------------------------------------|--|--|--|
| V7 | Contact Person for Questions / Contract Negotiations, including address if different than above | | |
| | Name: BRAD FOLKINS | | |
| | Title: GENERAL MANAGER | | |
| | Address: 4870 E CARTIER AVE, LAS VEGAS, NV 89115 | | |
| Email Address: bfolkins@rcpfuel.com | | | |

| | | | |
|----|-------------------------------------|------------------|-----------------|
| V8 | Telephone Number for Contact Person | | |
| | Area Code: 702 | Number: 643-9200 | Extension: 1103 |

| | | | |
|----|-------------------------------------|------------------|------------|
| V9 | Facsimile Number for Contact Person | | |
| | Area Code: 702 | Number: 643-8536 | Extension: |

| | | | |
|-----|---|--|------------------------|
| V10 | Name of Individual Authorized to Bind the Organization | | |
| | Name: BRAD FOLKINS | | Title: GENERAL MANAGER |

| | | | |
|-----|--|--|---------------|
| V11 | Signature (Individual must be legally authorized to bind the vendor per NRS 333.337) | | |
| | Signature:  | | Date: 10/2/13 |

TAB IV

STATE DOCUMENTS

- A. Signature page from amendments.**
- B. Attachment A**
- C. Attachment c**
- D. Certificate of Insurance**
- E. Copies of Vendor Licensing Agreements- N/A**
- F. Copy of Business License**



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

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.

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: RIVER CITY PETROLEUM INC
Authorized Signature: 
Title: BRAD FOLKINS GENERAL MANAGER Date: 10/2/13

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 | | NO | <i>B/F</i> |
| Justification for Confidential Status | | | |
| | | | |

| A Public Records CD has been included for the Technical and Cost Proposal | | | |
|---|--|----|------------|
| YES | | NO | <i>B/F</i> |

| Part II – Confidential Financial Information | | | |
|--|------------|----|--|
| YES | <i>B/F</i> | NO | |
| Justification for Confidential Status | | | |
| <i>Priority held company</i> | | | |

RIVER CITY PETROLEUM INC

Company Name

Brad Folkins

Signature

BRAD FOLKINS

Print Name

10/2/13

Date

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

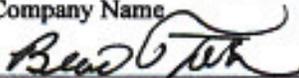
ATTACHMENT C – VENDOR CERTIFICATIONS

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.

RIVER CITY PETROLEUM INC

Vendor Company Name



Vendor Signature

BRAD FOLKINS

Print Name

10/2/13
Date

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



CERTIFICATE OF LIABILITY INSURANCE

RIVER-3

OP ID: LG

DATE (MM/DD/YYYY)
08/29/13

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 Andreini & Company-San Mateo License 0208825 220 West 20th Ave San Mateo, CA 94403 Dan Centoni | Phone: 650-573-1111 Fax: 650-378-4361 | CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: | FAX (A/C, No): |
| | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| INSURED River City Petroleum, Inc. PO Box 235 West Sacramento, CA 95691 | INSURER A: Waubesa Underwriters Ins. Co. | | 26042 |
| | INSURER B: | | |
| | INSURER C: | | |
| | INSURER D: | | |
| | INSURER E: | | |
| | 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 | ADOC INSR | SURR INSR | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|---|-----------|-----------|-----------------|-------------------------|-------------------------|--|--|
| | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-SECT <input type="checkbox"/> LOC | | | | | | EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPOP AGG \$ \$ | |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | | COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ | |
| | UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ | |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NR) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | WCJZ91439038013 | 10/01/13 | 10/01/14 | <input type="checkbox"/> WC STATUTORY LIMITS <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 | |

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

CERTIFICATE HOLDER**CANCELLATION**

RIVWES1

River City Petroleum
 P.O. Box 235
 West Sacramento, CA 95691

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

Jill Strenski

CLARK COUNTY BUSINESS LICENSE

LICENSE NUMBER: 1000003-900

NAICS CODE: 424720.9

LICENSE PERIOD BEGINS: 05/01/2013

LICENSE EXPIRATION DATE: 10/31/2013

POST IN A CONSPICUOUS PLACE AT THE BUSINESS LOCATION

ISSUED TO:

River City Petroleum Inc
4870 E Cartier Ave
Las Vegas, NV 89115

BUSINESS LOCATION ADDRESS:

4870 E Cartier Ave
Las Vegas, NV 89115

TYPE OF LICENSE: Wholesale Oil

LAND USE: M-1

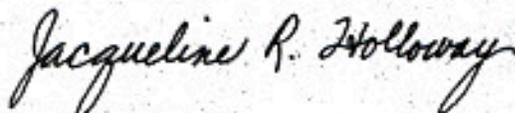
Current Planning Comments :

APPROVED FOR CHANGE OF OWNERSHIP OF EXISTING WHOLESALE OIL CO.

DISCLAIMER

ISSUANCE OF A BUSINESS LICENSE IS NOT AN ENDORSEMENT OF THE BUSINESS PRACTICE OF THE LICENSEE.

Please See Reverse Side For Additional Information



JACQUELINE R. HOLLOWAY

Director of Business License

DEPARTMENT OF BUSINESS LICENSE

500 S Grand Central Pky
Box 551810

Las Vegas NV 89155-1810

Phone: (702) 455-4252

TAB V

ATTACHMENT B – Technical proposal certification of compliance with terms and conditions of RFQ

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

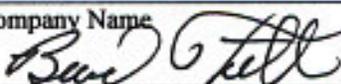
I have read, understand and agree to comply with the terms and conditions specified in this Request for Qualifications.

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

NO 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.

RIVER CITY PETROLEUM INC

Company Name _____


 Signature

BRAD FOLKINS _____
 Print Name

10/2/13 _____
 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) |
|-----------------------|--------------------|--|
| | | |
| | | |

ASSUMPTION SUMMARY FORM

| RFQ SECTION NUMBER | RFQ PAGE NUMBER | ASSUMPTION (Complete detail regarding assumptions must be identified) |
|-----------------------|--------------------|--|
| | | |
| | | |

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

TAB VI

Section 3.2 MINIMUM QUALIFICATIONS

Tab VI – Section 3.2 – Minimum Qualifications

3.2 MINIMUM QUALIFICATIONS

It is mandatory that each component listed below in the Minimum Qualifications be addressed. Failure to address each component will result in disqualification of the proposal. Vendors proposing to receive a contract through this RFQ must provide a detailed description of their proposal service plan, which must include, at a minimum, the following information for which information is requested.

3.2.1 All fuel supplied through this contract must comply with applicable governmental and industry standards and specifications in accordance with NRS and NAC Chapter 590.

All fuel River City Petroleum provides is in compliance.

3.2.2 Vendor must be a Certified Carrier in full compliance with the Nevada Transportation Authority per NAC 706, and be able to provide a copy of Certification along with other appropriate licenses and documentation required when transporting certain fuels under NRS 365.530. Use of common carriers will be allowed as long as they are in full compliance as stated above.

River City Petroleum is in full compliance

3.2.3 Vendors must submit Material Safety Data Sheets (MSDS), as defined and prescribed in 29 C.F.R., Section 1910.1200. MSDS sheets are to accompany the hazardous material and be available to all personnel at the time of delivery.

River City Petroleum will provide MSDS when needed.

3.2.4 Vendor must specify the geographical regions you will provide services, i.e., Statewide, Northern Nevada, Southern Nevada, rural.

River City Petroleum will provide services in Southern Nevada.

3.2.5 Vendor must specify types of fuel(s) to be provided. Aviation fuel supplied must meet ASTM-D1655 standards for Jet Fuel.

River City Petroleum will provide Clear Diesel, Red Diesel and 87, 89 91 grades of Gasoline

TAB VII

SECTION 6- COMPANY BACKGROUND AND REFERENCES

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: | RIVER CITY PETROLEUM INC |
| Ownership (sole proprietor, partnership, etc.): | CORPORATION |
| State of incorporation: | California |
| Date of incorporation: | March 18, 1981 |
| # of years in business: | 32 |
| List of top officers: | JEANNE HASKELL, LEN ROBINSON |
| Location of company headquarters: | 840 DELTA LANE, WEST SACRAMENTO, CA 95691 |
| Location(s) of the company offices: | 840 DELTA LANE, WEST SACRAMENTO, CA 95691 |
| Location(s) of the office that will provide the services described in this RFQ: | 4870 E CARTIER, LAS VEGAS, NV 89115 |
| Number of employees locally with the expertise to support the requirements identified in this RFQ: | 4 |
| Number of employees nationally with the expertise to support the requirements in this RFQ: | 6 |
| Location(s) from which employees will be assigned for this project: | 4870 E CARTIER AVE, LAS VEGAS, NV 89115 |

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: | C7292-1986 |
| Legal Entity Name: | RIVER CITY PETROLEUM INC |

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

| | | | |
|-----|---|----|--|
| Yes | X | No | |
|-----|---|----|--|

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 |
|-----|--|----|---|

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: | |
| 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 |
|-----|--|----|---|

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 |
|-----|--|----|---|

If "Yes", please provide the following information. Table can be duplicated for each issue being identified.

| Question | Response | |
|---|----------|-------------|
| Date of alleged contract failure or breach: | | |
| Parties involved: | | |
| Description of the contract failure, contract breach, or litigation, including the products or services involved: | | |
| 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 | X | No | |
|-----|---|----|--|

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.
- 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.
- 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

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 | <input type="checkbox"/> | No | X |
|-----|--------------------------|----|---|

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 #: | | | |
| Company Name: | | | |
| <i>Identify role company will have for this RFQ project (check one):</i> | | | |
| | VENDOR | | SUBCONTRACTOR |
| Project Name: | | | |
| Primary Contact Information | | | |
| Name: | | | |
| Street Address: | | | |
| City, State, Zip | | | |
| Phone, including area code: | | | |
| Facsimile, including area code: | | | |
| Email address: | | | |
| Alternate Contact Information | | | |
| Name: | | | |
| Street Address: | | | |
| City, State, Zip | | | |
| Phone, including area code: | | | |
| Facsimile, including area code: | | | |
| Email address: | | | |

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.

6.3.5 It is the vendor's responsibility to ensure that completed forms are received by the Purchasing Division on or before the deadline as specified in **Section 11, RFQ Timeline** for inclusion in the evaluation process. Reference Questionnaires

not received, or not complete, may adversely affect the vendor's score in the evaluation process.

- 6.3.6 The State reserves the right to contact and verify any and all references listed regarding the quality and degree of satisfaction for such performance.

6.1.9 COMPANY BACKGROUND/HISTORY

COMPANY HISTORY

River City Petroleum, Inc. was formed in 1981 to operate as an independent petroleum marketing company engaged in the sale and distribution of transportation fuels through wholesale/commercial sales, retail and convenience stores, unattended commercial Cardlock facilities, and direct delivery to government installations. The primary areas of operation are California, Nevada, Arizona and Utah, with current annualized fuel sales in excess of 200 million gallons. River City Petroleum, Inc. has a number of petroleum Cardlock and retail sites, is a member of a nationwide Cardlock fueling network, and is an authorized Exxon branded dealer representative. River City Petroleum, Inc. acquires petroleum fuels from both major and independent refiners and distributes these products through the common carrier pipeline and bulk terminal systems supplying Northern and Southern California, Nevada and Arizona. River City's whole sale marketing efforts are directed at a broad spectrum of customers, with a combination of long-term contractual transportation fuels sales to accountants such as commercial truck fleets, mines and other industrial end-users, federal and state governments, municipalities, utilities, agriculture, and independent retailers.

River City Petroleum's corporate headquarter is located in West Sacramento, California, with satellite offices in Las Vegas, Nevada.

6.3.1 BUSINESS REFERENCES RIVER CITY PETROLEUM INC

RFQ 3064

Customer name:

Ryan's Express
3624 Goldfield Street
North Las Vegas, NV 89032
702-579-2120
Contact: Jesse Alcocer
jalcocer@ryanstransportation.com

Contri Construction
2650 N Lamont St
Las Vegas, NV 89115
702-458-6004
Contact: Rob Surwill
rsurwill@contrinv.com

Celebrity Coaches
2100 E Maule Ave
Las Vegas, NV 89119
702-736-6491
Contact: Paulina Salen
paulina@celebritylasvegas.com

TAB VIII

OTHER INFORMATION MATERIAL

No Other information material