




1130 Quintard Avenue Quintard Tower, Suite 300 Anniston, AL 36201

**TO:** Potential Bidders

**DATE:** April 4, 2024

**FROM:** Shane Christian, Project Director 

**SUBJECT:** EACPA Bid for Oil, Lubricants, and Fluids

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Enclosed is Bid: EACPA-24-02 Oil, Lubricants, and Fluids

The bid is available electronically in PDF, MS Word and MS Excel formats. It is preferred that the data be entered into the charts in Excel and submitted on Flash Drive along with the hard copies. This is not required in order to submit.

Bids are due Tuesday April 23, 2024, no later than 2:00 pm cst, at which time bids shall be open at the offices of the East Alabama Regional Planning and Development Commission, 1130 Quintard Ave. Suite 300, Anniston, AL 36201.

You can obtain the bid electronically from:

shane.christian@earpdc.org

Or by visiting the EARPDC website's Cooperative Purchasing page:

<https://www.earpdc.org/cooperative-purchasing-current-invitations-to-bid/>

ATTENTION ALL BIDDERS

RETURN THE ENCLOSED BID IN A SEALED  
ENVELOPE TO:

SHANE CHRISTIAN, SECRETARY  
EAST ALABAMA COOPERATIVE PURCHASING  
ASSOCIATION  
QUINTARD TOWER  
1130 QUINTARD AVENUE, SUITE 300  
P.O. BOX 2186  
ANNISTON, AL 36202

**THE ENVELOPE MUST BE MARKED:  
SEALED BID: EACPA-24-02 OILS, LUBRICANTS  
AND FLUIDS**

RETURN All REQUIRED INFORMATION WITH (1)  
ORIGINAL and (1) COPY BY 2:00 P.M.  
TUESDAY April 23, 2024

For questions concerning this bid contact:  
Shane Christian, 256-237-6741

Email: [shane.christian@earpdc.org](mailto:shane.christian@earpdc.org)

## Document Checklist

Have the following signed and/or completed and included with the bid submission:

- ✓ Affidavit For Business Entity/Employer /Contractor (page 4)
- ✓ Cover Letter (page 5)
- ✓ Statement of Non-Collusion (page 6)
- ✓ Provide Proof of E-Verify Documentation
- ✓ Acknowledgement of Terms and Conditions (page 7)
- ✓ 2 Copies of Bid (Original and Copy)
- ✓ Questionnaire (page 18)
- ✓ Price Sheet
- ✓ Included electronic copy not required, but recommended

In order to decrease the evaluation time and insure award by the award date EACPA asks that you obtain an electronic version of this bid document by emailing [shane.christian@earpdc.org](mailto:shane.christian@earpdc.org) or by going to [www.earpdc.org](http://www.earpdc.org) under the Cooperative Purchasing tab.

Use of this file allows bidders to enter responses in the MS Word and MS Excel document, print and return the mandatory hard copy and additional copy with your bid response package. Bidders are not required but encouraged to provide the vehicle chart in an electronic format on a CD or other flash drive. This will shorten the evaluation time for the bid.

The original version of this bid in the EACPA office shall serve as the master document. Any material changes to the original version shall result in rejection of a bid response. Fax or e-mail original responses to this bid will not be accepted.

If the Bidder has 1 or more persons employed in the State of Alabama, the following Affidavit must be completed, as required of the Beason-Hammond Taxpayer and Citizen Protection Act. Bidder shall also provide documentation establishing enrollment in the E-Verify Program.

AFFIDAVIT FOR BUSINESS ENTITY/EMPLOYER /CONTRACTOR

(To be completed as a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees)

State of \_\_\_\_\_

County of \_\_\_\_\_

Before me, a notary public, personally appeared

\_\_\_\_\_ (print name) who, being duly sworn, says as follows:

As a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees, I hereby attest that in my capacity as

\_\_\_\_\_ (state position) for

\_\_\_\_\_ (state business entity/employer/contractor name) that said business entity/employer/contractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien.

I further attest that said business entity/employer/contractor is enrolled in the E-Verify program. (ATTACH DOCUMENTATION ESTABLISHING THAT BUSINESS ENTITY/EMPLOYER/CONTRACTOR IS ENROLLED IN THE E-VERIFY PROGRAM)

\_\_\_\_\_ Signature of Affiant

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

I certify that the affiant is known (or made known) to me to be the identical party he or she claims to be.

\_\_\_\_\_ Signature and Seal of Notary Public

Author: Jean Brown

Statutory Authority: Code of Alabama, sections 31-13-9 (a) and (b); Section 31-13-9 (h). History: New Rule: Filed December 12, 2011; effective December 12, 2011

## Cover Letter

Commodity: Oil, Lubricants and Fluids  
Bid#: EACPA-24-02  
Contact: Shane Christian, Project Director, 256-237-6741, shane.christian@earpdc.org

The bid award will be made by the East Alabama Regional Planning and Development Commission Board of Directors on behalf of the Cooperative in accordance with provision of the intergovernmental agreement between the East Alabama Regional Planning and Development Commission and the members of the Cooperative. Each participating entity of the Cooperative will be responsible for issuing its own purchase orders, delivery instructions, invoicing, any insurance requirements, and issue its own tax exemption certificate as required by vendors.

This cover letter is considered an integral part of this Invitation to Bid document and shall be included by reference into any contract.

**Note: Only current and future members of the Cooperative may place orders under this bid and subsequent Contract.**

\_\_\_\_\_  
Vendor Name

Acknowledged by:

\_\_\_\_\_  
Name/Title (Printed or Typed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Email

STATEMENT OF NON-COLLUSION

I/we agree to furnish the prices shown and guarantee that each offer will meet or exceed all specifications, terms, conditions, and requirements listed. I herein affirm I have not been in any agreement or collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding otherwise. I have read and understand all terms and conditions of this bid.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Typed Authorized Name

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Email

ACKNOWLEDGEMENT OF TERMS AND CONDITIONS

Notice to All Vendors:

Pursuant to the State of Alabama Competitive Bid Law and the Intergovernmental Agreement of the Cooperative, members of the Cooperative may choose to use the State of Alabama Contracts, solicit bids for the same products themselves, use the EACPA Cooperative Contracts; or use the bids of other cooperatives legally available to an EACPA member.

Note: EACPA reserves to disregard all bid responses if the same or similar bid items are available on the State of Alabama contract for a price equal to or less than prices quoted for a particular bid. EACPA may choose to award or decline to make an award taking into consideration bid items and prices on the Alabama State Contracts.

(By signing below, you are agreeing to EACPA's Terms and Conditions & the Special Terms and Conditions as included herein.)

VENDOR \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_



**To: All Bidders**

The East Alabama Cooperative Purchasing Association, hereinafter referred to as “EACPA” or the “Cooperative”, serves a ten county area (with 2 adjoining County Commissions) in East Alabama and is comprised of the following members to date:

- Anniston City Schools
- East Alabama Regional Planning & Development Commission
- East Alabama EMS
- Blount County Commission
- Calhoun County Commission
- Calhoun County Board of Education
- Cherokee County Commission
- City of Anniston
- City of Centre
- City of Jacksonville
- City of Oxford
- City of Rainbow City
- City of Roanoke
- City of Valley
- Coosa Valley Youth Services
- Randolph County Board of Education
- St. Clair County Commission
- Talladega County 911
- Town of Ohatchee
- Town of Oak Grove
- Utilities Board of Rainbow City

Other governmental entities, school systems and non-profits within this region may elect to participate in this cooperative bid. Vendors must agree that if any additional government entity does join the Association, vendors shall honor prices on this Invitation to Bid for those additional entities that may join the Cooperative. Potential members could include in the following areas:

Chamber County	Camp Hill	Jackson’s Gap	Sand Rock
Cherokee County	Cedar Bluff	Kellyton	Sylacauga
Clay County	Centre	LaFayette	Talladega
Cleburne County	Dadeville	Leesburg	Talladega Springs
Coosa County	Daviston	Lincoln	Wadley
Etowah County	Edwardsville	Lineville	Waldo
Randolph County	Five Points	Munford	Waverly
Talladega County	Fruithurst	New Site	Weaver
Tallapoosa County	Gaylesville	Piedmont	Wedowee
Ashland	Goldville	Ranburne	Woodland
Bon Air	Goodwater	Rockford	

Schedule of Events

Request for Bids: EACPA-24-02 Lubricants and Fluids

Date Bid Issued: ..... April 5, 2024  
Bids must be received before: ..... 2:00 pm, Tuesday April 23, 2024  
Bids will be publicly opened: ..... 2:00 pm, Tuesday April 23, 2024  
Bids expected to be awarded no later than: ..... April 29, 2024  
Contract start date: ..... May 1, 2024

Returns sealed bids to:

Ground Transportation or Hand Delivered:

EACPA  
c/o East Alabama Commission  
Quintard Towers  
1130 Quintard Avenue, Suite 300  
Anniston, AL 36201

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US Mail:

EACPA  
P. O. Box 2186  
Anniston, AL 36202

## Standard Terms and Conditions

It is the express sincerity of the East Alabama Regional Planning and Development Commission that this document be error free. However, in the event that there is a spelling error, typo, misplaced word or phrase, missing word or phrase, or any other error, the correction shall be made as soon as possible and disseminated to the mailing list and any other requested mailings. If there is an error, please bring it to the attention of the contact listed. An error in this document does not make this document void. It is the sole judgment of the issuing agency, EARPDC, to make the determination to cancel the Request for Bids.

In order to submit a responsive bid, it is very important that all terms and conditions, specifications and instructions are read thoroughly, understood, and any questions asked before April 17, 2024.

Bid response envelopes must be properly identified on the front with the invitation to bid number, opening date and time. The Cooperative does not assume responsibility for late bid responses that occur due to the U.S. Postal Service or private courier service. Sufficient lead-time should be allowed to reach the Cooperative prior to the received date and time indicated on the invitation to bid.

**All pages requiring a signature must be submitted on this form in ink or the bid will be rejected. Please clearly print or type any other requested information for clarity. Bidders shall submit 1 original signed copy and 1 copy of the original and electronic copy of the vehicle chart for any vehicles being bid**

For “no-bid response, return the signature page signed and marked **No bid**. It is required that a no-bid response be identified on the envelope as if it were a bid. Bidder may be removed from active bidders list after three (3) consecutive no-responses.

The attached specifications are being provided to potential bidders as guidelines that describe the type and quality of equipment, supply, and/or service the Cooperative is seeking to purchase. The bidder must indicate compliance or list exceptions to each specification item for consideration. Failure to comply with this provision could be cause for rejection of the bid.

Bid responses must be received by the Cooperative prior to the date and time specified. Late responses cannot be accepted.

Bidders must be available to answer any questions from the review committee and may be asked to give a presentation on their bid response at their own expense. Most questions can be quickly answered by phone.

The Cooperative will not accept facsimile or e-mail transmissions of bids.

Changes or modifications of this Invitation to Bid are allowed only by written authority of the Cooperative. This document, price sheets, and any addenda to this bid are an integral part of any contract between EACPA and EACPA members in addition to any contract further required by the vendor or vendors.

Non-appropriation of Funds: Continuation of any agreement between members of the Cooperative and a bidder beyond a fiscal year is contingent upon continued appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable, and no liquidated damages shall accrue to the Cooperative members as a result.

The Cooperative reserves the right to reject all or any portion of this Invitation to Bid when the best interest of the Cooperative is involved.

The Cooperative reserves the right to award the entire contract to one vendor or award parts of the bid to multiple vendors based on the bid responses, geographic coverage and the ability to provide adequate service for parts of the bid or parts of the region covered in this bid.

Pursuant to the State Competitive Bid Law and the Intergovernmental Agreement of the Cooperative, members of the Cooperative may choose to use the state bid list; bid the same items themselves; use the Cooperative bid; or use the bids of other cooperative arrangements legally available to each member. The Cooperative reserves the right to disregard all bid responses if the same or similar bid items are available on the state bid list for a price equal to or less than any prices in all bid responses for a particular bid. The Cooperative may choose to award or not award a bid taking into consideration bid items and prices on the state bid list.

The Members of the Cooperative are exempt from all Federal, sales and use taxes.

All bidders shall maintain such insurance as will protect bidder and the Cooperative from claims under the Workman's Compensation Act and from claims for damage and or personal injury, including death, which may arise from the operation and/or fulfillment of the resulting contract of this Invitation to Bid. Insurance shall be written by companies authorized to do business in the State of Alabama. Evidence of insurance shall be furnished to the Cooperative no later than ten days after award of this bid.

The EACPA reserves the right to choose the overall best-suited plan, economically and management wise for the EACPA and its members. **The award may be to two (2) or more vendors, depending geography and on the fulfillment of need as listed.**

A member of the Cooperative reserves the right to terminate any Agreement for Services/Products resulting from this bid for just and reasonable cause whereby it appears to be in the best interest of the member.

The successful bidder agrees by, the submittal of a response to this bid, to defend, indemnify, and hold the Cooperative harmless from any and all causes of action or claims of damages arising out of or related to bidder's performance under this contract.

The purchase of any quantity of any one product as stated in this Invitation to Bid document are estimates provided for the purposes of equitable bid evaluation and are in no way guaranteed or implied in this Invitation to Bid. Members may or may not purchase from the awarded contract to best serve their needs and obtain the best possible savings.

Bidder certifies by bidding, that he is fully aware of the conditions of service and purpose for which item(s) included in this bid are to be purchased, and that his offering will meet these

requirements of service and purpose to the satisfaction of the East Alabama Regional Planning and Development Commission, East Alabama Cooperative Purchasing Association and its Member governments/organizations.

The term of the awarded contract will be from Contract execution until April 30, 2019, with an option to extend for two (2) additional twelve (12) month periods. EACPA reserves the right to extend the contract additional periods in accordance with the State of Alabama bid law.

If the selected vendor is not a current authorized vendor for EARPDC the selected vendor will be required to submit a properly completed and executed Internal Revenue Service Form W-9 simultaneously with entering into a contract to provide materials as herein provided.

EACPA reserves the right to extend the contract additional periods in accordance with the State of Alabama bid law.

Federally mandated component: vendors may pass on dealer invoice cost of any federally mandated additional components required during contract period. Documentation of increased cost must be provided to East Alabama Regional Planning and Development Commission in writing.

Bidder certifies by bidding, that he is fully aware of the conditions of service and purpose for which item(s) included in this bid are to be purchased, and that his offering will meet these requirements of service and purpose to the satisfaction of the East Alabama Regional Planning and Development Commission, East Alabama Cooperative Purchasing Association and its Member governments/organizations.

Correction of errors in bid responses will not be allowed after submitted bids are opened. This in no way restricts EACPA from seeking clarification of submitted bids from vendors.

Termination: If the Contractor refuses or fails to diligently provide the services under the provision of any resulting contract, or any separable part thereof, or refuses or fails to provide said services in a complete and timely manner during the period of the Contract, or any extension thereof, the Commission, by thirty (30) days written notice to the Contractor, can terminate this Agreement. The Commission reserves the right to terminate this Agreement at its pleasure and make settlement with the Contractor upon an equitable basis any services purchased. The Commission will give no less than thirty (30) days written notice of termination.

Protest Procedures: A protest with respect to a Commission Request for Proposals or Requests for Bids should be submitted in writing to the Commission's Executive Director no less than five (5) days prior to the closing date of said Request for Proposals/Requests for Bids. If the matter is not resolved within thirty (30) days, an appeal may be filed by the vendor with the Chairman of the East Alabama Regional Planning and Development Commission. The Chairman has the discretion, if the Chairman deems it appropriate, to convene a committee of the East Alabama Commission's Board of Directors, consisting of the Board Chairman and officers. Said committee may resolve the issue as it considers appropriate, may decline to take action, or may refer the matter to the consideration of the full Board of Directors. From the perspective of the Commission, the actions of the committee, or the Board of Directors if the matter is referred by the committee to the full Board, is final.

If federal funding is involved in the specific procurement, the funding source, whether it is a state or federal agency, may have additional appeal procedures to which the vendor may refer a protest. If such appeal procedures are a requirement of a specific funding source, those procedures will be delineated specifically for the pertinent Request for Proposal/Request for Bids.

E-Verify: The Commission and Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to confirm the employment eligibility of all persons employed by the Commission and the Contractor during the term of the Agreement to perform employment duties within Alabama and all persons, including subcontractors, assigned by the Contractor to perform work pursuant to the Agreement with the Commission.

By signing the contract, the contracting parties affirm, for the duration of the Agreement, that they will not violate federal immigration law or knowingly employ, hire for employment or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the Agreement and shall be responsible for all damages resulting therefrom.

The East Alabama Regional Planning and Development Commission and Bidder/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to confirm the employment eligibility of all persons employed by the East Alabama Regional Planning and Development Commission and Bidder/Contractor during the term of the Agreement to perform employment duties within Alabama and all persons, including subcontractors, assigned by the Bidder/Contractor to perform work pursuant to the Agreement with the East Alabama Regional Planning and Development Commission.

## GENERAL REQUIREMENTS

In order to be considered for the East Alabama Cooperative Purchasing Association Oils, Lubricants and Fluids contract, your company must complete this document. Along with competitive prices for the products, bid award will be based on the ability to fulfill members' needs. A missing or inadequately completed bid package will be considered an incomplete, and therefore, a void submission.

The following is required of any vendor:

- The bidding vendor must be accessible for questions, complaints, and dispute resolutions. The bidding vendor or vendors will be awarded the Contract with the EACPA and is responsible for execution of the Contract in full.
- The EACPA requires it have access to the accounts of its members to analyze use of the Cooperative. This may be achieved by a "master" account for the Cooperative of which members are a part, or the Cooperative having access to the accounts of its members. The bidder will be required to keep an order history for each member. Each member is responsible for its individual charges. Any letters of credit or other information required by the bidder is a matter between the awarded vendor and the EACPA member. Any purchase orders required will be generated by the members. The East Alabama Regional Planning and Development Commission is not and will not be responsible for any member's payment except its own. Preferred are invoices to reflect, at a minimum, date of purchase, product description, work done, quantity, price per unit, total cost, and payment due date.
- Multiple site billing capability (Multiple departments within one (1) city or county government, school system, or non-profit organization)
- Ordering must be available, at a minimum, by phone using a local number or toll free number, or by fax.
- Assist the Cooperative in recruiting new member governments within the Cooperative region.
- Bid prices are **ALL INCLUSIVE**: (Shipping, Handling, Delivery, and Assembly to locations specified by the EACPA member). Prices shall be firm for ALL EACPA members and their departments and locations for term of the agreement.

### **Audit**

Periodically EACPA may conduct an audit to verify the quoted pricing. The vendor's company should assist in providing manufacturer's invoices upon request. The Vendor is responsible for retaining all records related to this contract for a period of five (5) years past the contract expiration date, and to make them available to the EACPA upon request.

### **Assignment**

This Contract may not be assigned by the Contractor without the EACPA's prior written consent. The EACPA reserves the right to approve or deny any assignment at its sole discretion.

## SERVICES REQUIRED

This page is for informational purposes as to the basic requirement of this document as it applies to services required in order to establish a Contract with the East Alabama Cooperative Purchasing Association for the purchase of Oils, Lubricants and Fluids by members of the Cooperative.

- All Oils, Lubricants and Fluids are to be delivered by the vender and to be acknowledged by signature by the receiving member. All deliveries are to be within the guaranteed delivery period provided in each vendor's bid response from the date of order. Delivery must be made to the respective member's place of business or pre-arranged designated site. Successful vendor shall bear all costs of transportation, packing, crating, delivery, installation, storage, and service under warranty, F.O.B. destination; to the appropriate designated delivery location. The costs of delivery, cartage, temporary storage, off-loading costs, and insurance are the responsibility of the vendor.
- Award will be made to the lowest responsible bidder best meeting all specification, terms, and conditions. The EACPA reserves the right to award to one or more vendors based on geographic regions among other factors.

### **Submitted:**

- Vendor will list procedures to handle adjustments for Oils, Lubricants and Fluids which do not meet specification or prove defective in material and/or workmanship or are subject to recall.
- Vendor must provide and honor their standard warranty which must include protection against defective material, workmanship, and failure to perform in accordance with required performance criteria.
- Vendor must provide: 1) Contact Name; 2) Address; 3) Telephone Number; 4) Federal ID #.
- Vendor is responsible for notifying the EACPA of any changes to the contact information listed above.
- All other information requested including responses to the Questionnaire/Vendor Information section on this bid.

### **Award of Contract**

The award of this bid will be made after a committee of EACPA members review and evaluate the submitted bid package in total and report to the EARPDC. Award will be on or about April 29, 2024. Award will be based on the lowest responsible bid. The EACPA reserves the right to award to one or more vendors based on geographic regions among other factors.



**A Bid Response will be rejected if:**

- Invitation to bid number not on face of envelope.
- Received after bid opening deadline
- Incomplete bid
- Multiple bids in same envelope not submitted or properly identified
- Bid response not in the original form
- Bid not signed in ALL designated places or not original signature
- Requested information not submitted with bid
- Failure to acknowledge receipt of any addendum to the bid
- Material alteration of the master document
- Failure to provide E-Verify information

**Questionnaire/Vendor Information**

*Please return filled out completely, using separate sheets if necessary.*

- 1. How are you going to handle adjustments for Oils, Lubricants and Fluids that do not meet specification or prove defective in material and/or workmanship, or are subject to recall?

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- 2. Please submit the following Account Manager or similar representative for this contract:

- a. Contact's Name
- b. Address
- c. Telephone Number
- d. Federal ID#
- e. Contact's Email

- 3. Are you willing to assist in the marketing of the EACPA, including attending meetings throughout the region to discuss your products and bid?  Yes  No

- 4. How would small, remote locations in the region be served (if different)?

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- 5. Would the Account Manager or similar representative be available to attend a question and answer session with the evaluation committee on prior to award of the bid?  Yes  No

- 6. If awarded this contract how would your firm handle occasional and or emergency service on weekends and holidays between the hours of 9:00 a.m. and 5:00 p.m.?

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- 7. Provide a brief history of the company, emphasizing its service to the public sector:

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## REQUIREMENTS

### Group A - MOTOR OIL FOR LUBRICATING TWO CYCLE ENGINES

This motor oil is for air cooled equipment, (chain saws, weed eaters, etc.) and for outboard motors.

#### Category 1 OUTBOARD MOTOR OIL

This motor oil shall be of high quality, ashless, and specifically compounded and marketed for mixing with gasoline to lubricate two cycle, water cooled engines. It shall have been tested and certified by the National Marine Manufacturers Association (NMMA) for service TC-W3 and each container shall state same. The motor oil shall be satisfactory for use in any fuel to oil ratio as specified by the engine manufacturer, up to and including 50:1.

#### Category 2 AIR-COOLED ENGINE MOTOR OIL

This motor oil shall be of high quality and specifically compounded and marketed for mixing with gasoline to lubricate two-cycle, air-cooled engines. The motor oil shall be satisfactory for use in any fuel to oil ratio as specified by the engine manufacturer up to and including 50:1. It shall have been tested and API certified that it meets or exceeds the requirements for API low ash TC service. It shall also meet the requirements for the air-cooled JASO FB category.

#### Category 3, BIODEGRADABLE BAR AND CHAIN OIL, ISO 46

Flash point, C, ASTM D-92 >220

Viscosity @ 40C, cSt, ASTM D-445 41.4 – 50.6

Pour point, C, ASTM D-97 < -33

Must pass a nationally recognized test for biodegradability

#### Category 4, BIODEGRADABLE TWO-CYCLE ENGINE OIL, ISO GD, JASO FC PERFORMANCE

ISO global specification	GC	GD
JASO specification	FC	--
Initial torque	98	--
Lubricity, min	95	105
Detergency, min	95	125
Piston skirt deposit	--	95
Smoke	--	Pass

Must pass a nationally recognized test for biodegradability

**Group B - MOTOR OIL FOR DIESEL AND GASOLINE ENGINE SERVICE**  
**Category 1 MOTOR OIL, MINERAL BASED**

<b>SPEC CATEGORY</b>	<b>SAE GRADE</b>	<b>API SERVICE CATEGORY</b>
1.1	5W-20	SL
1.2	5W-30	SL
1.3	10W-30	SL
1.4	10W-40	SL
1.5	15W-40	CH-4

1. The motor oil must carry current API certification in the respective API service category as listed in Table 1. Meeting API requirements, but without actual API certification, is not sufficient.
2. Packaging of the product and quantity packaged shall be defined in the Invitation For Bids.
3. Products in this category (B.1.x) shall be offered in virgin and/or recycled form, as requested in the Invitation For Bids.
4. SAE grade must be as specified in Table 1.

**Category 2, SYNTHETIC MOTOR OIL, GROUP III BASE ALLOWED CATEGORY**  
**SAE GRADE**

2.1	5W-20
2.2	5W-30
2.2	10W-30
2.3	15W-40

1. The grades shall be SAE 5W-20, SAE 5W-30, SAE 10W-30, and SAE 15W-40.
2. The 5W-20, 5W-30 and 10W-30 motor oils must carry current API certification in API service category SJ. Meeting API requirements, but without actual API certification, is not sufficient.
3. The 15W-40 motor oil must carry current API certification in API service category CH-4. Meeting API requirements, but without actual API certification, is not sufficient.
4. Packaging of the product and quantity packaged shall be defined in the Invitation For Bids.
5. Product must be formulated in whole or in part with Groups III and IV base stocks. Inclusion of Group 1 and/or Group II base stock in the total proportion of no more than 30% by weight is permitted.

Base stock groups are as defined in “Appendix E – API Base Oil Interchangeability Guidelines for Passenger Car Motor Oils and Diesel Engine Oils.” (Document not enclosed; available for viewing from API website.)

6. Manufacturer’s published documentation or letter of certification is required to confirm the groups of base stock used.

**Category 3, SYNTHETIC MOTOR OIL, GROUP IV ONLY CATEGORY SAE GRADE**

3.1	5W-20
3.2	5W-30
3.3	10W-30
3.4	15W-40

1. The grades shall be 5W-20, SAE 5W-30, SAE 10W-30, and SAE 15W-40.
2. The 5W-20, 5W-30 and 10W-30 motor oils must carry current API certification in API service category SJ. Meeting API requirements, but without actual API certification, is not sufficient.
3. The 15W-40 motor oil must carry current API certification in API service category CH-4. Meeting API requirements, but without actual API certification, is not sufficient.
4. Packaging of the product and quantity packaged shall be defined in the Invitation For Bids.
5. Product shall be produced from Group IV base stock. Inclusion of Group I, Group II, or Group III base stock is not permitted.

Base stock groups are as defined in “Appendix E – API Base Oil Interchangeability Guidelines for Passenger Car Motor Oils and Diesel Engine Oils.” (Document not enclosed; available for viewing from API website.)

6. Manufacturer’s published documentation or letter of certification is required to confirm use of Group IV base stock, and nonuse of Groups I, II, and III base stock.

**Group C - HYDRAULIC OIL**

**Category 1 Hydraulic Oil**

This product shall be especially blended for service in hydraulic systems employing either vane or gear type pumps on snow removal and road construction equipment and hydraulic-operated equipment. **THIS OIL IS NOT INTENDED FOR USE IN HYDRAULIC BRAKES AND AUTOMOBILE-TYPE POWER STEERING UNITS.**

This hydraulic oil shall satisfy the requirements of hydraulic systems used in the applications stated. Oil shall have good demulsibility characteristics and shall not produce deleterious effects on neoprene, leather or other type seals used in such hydraulic systems. Product shall contain corrosion, oxidation, antiwear and foam inhibitors in sufficient quantities and quality to adequately protect the hydraulic system including pumps, motor and valves. This oil shall meet for automotive applications: Vickers M-2950-S, and for industrial applications: Denison HF-0 and Vickers I286S.

Cat.	Grade	Application	Viscosity Requirements
1.1	32AW	For use when outside temperature is generally below 32 degrees fahrenheit.	Light weight oil: 29-35 centistokes at 40° degrees centigrade (approx. 150 sus)
1.2	46AW	For use when outside temperature is generally between 32 and 100 degrees	Medium weight oil: 41-51 centistokes at 40° degrees centigrade (approx. 215 sus)
1.3	68AW	For use in some systems where ambient temperatures are generally higher and heavier weight product is recommended.	Heavy weight oil: 61-75 centistokes at 40° degrees centigrade (approx. 315 sus)

**Category 2 Bio-Degradable Hydraulic Oil**

Definition: "Ready Biodegradability" of a product by non- acclimated, naturally occurring organisms (ASTM D5864).

Product must pass a nationally recognized test for biodegradability, such as OECD 301B test method (also known as the Modified Sturm Test), or ASTM D 5864.

Bio-degradable hydraulic oil shall meet the following specifications:

Category	Grade	Viscosity Reqts	Viscosity @ 40C, cSt, ASTM D-445
2.1	32	ISO 32	28.8 – 35.2
2.2	46	ISO 46	41.4 – 50.6
2.3	68	ISO 68	61.2 – 74.8

Flash point, F, ASTM D-92	> 400
Pour point, ASTM D-97	< -33C
Copper corrosion, 3 hrs @ 100C, ASTM D-130	1b max
Demulsibility, oil/water/emulsion (minutes: 30 max), ASTM D-1401	40-40-0 ( )
Vickers 35VQ-25 vane (3000 psi, 2400 RPM, 200F) or M-2950-S	Pass (either)

**Group D - GEAR LUBRICANT OIL**

**Category 1 Extreme Pressure Gear Oil**

Category 1.1	EP 80W-90
Category 1.2	EP 85W-140

1. API service categories GL-5 and MT-1
2. These lubricants are intended for use in passenger car, truck, and tractor differentials (particularly hypoid type), steering gears, and other points requiring a lubricant of exceptional load carrying ability.
3. SAE viscosity grades - 80W-90 and 85W-140
4. The gear lubricant shall be a homogenous petroleum or synthetic product, or a combination thereof, and shall meet the requirements of MIL-PRF-2105E or SAE J2360.
5. Bidder must furnish data upon request to verify product has been tested and meets the requirements of MIL-PRF-2105E or SAE J2360 for each SAE grade.
6. The gear lubricant shall meet Mack GO-J

**Category 2 Extreme Pressure Synthetic Gear Oil**

1. API service categories GL-5 and MT-1.
2. These lubricants shall be entirely synthetic and are intended for use in passenger car, truck, and tractor differentials (particularly hypoid type), steering gears, and other points requiring a lubricant of exceptional load carrying ability. Certification that product is entirely synthetic shall be furnished upon request.

Category 2.1 SAE viscosity grade 75W90

Category 2.1 shall meet the following specifications: Mack GO-J Plus, MIL-PRF-2105E or SAE J2360, and Eaton PS-163 and PS-037.

Category 2.2 SAE viscosity grade 80W140

Category 2.2 shall meet the following specifications: Mack GO-J, MIL-PRF-2105E or SAE J2360, and Eaton PS-163 and PS-037.

**Group E - DRIVE TRAIN OIL**

**Category 1 Transmission Drive Train Oil**

The gear lubricants shall meet the following specifications: Caterpillar TO-4 (SAE 30, SAE 50), Allison C-4 (SAE 30)

Category 1.1 SAE VISCOSITY GRADE - 30

Category 1.2 SAE VISCOSITY GRADE- 50

**Group F - HEAT TRANSFER OIL**

Category 1 Paraffin base (circulated by pump) for heating asphalt

The heat transfer oil shall meet the following specifications as a minimum:

Gravity API 28 - 32.5

Viscosity Index 94

Pour Point 10°F

Viscosity @ 100°F, 320 - 345 SUS

Viscosity @ 210°F, 45 - 60 SUS  
 Carbon Residue 1% by weight maximum  
 Flash Point 400°F

**Group G - TRANSMISSION FLUID**

**Category 1 - TRANSMISSION FLUID**

Category 1.1 MERCON / DEXRON III

This automatic transmission fluid shall meet all requirements of Dexron III and Mercon specifications.

Category 1.2 Type F (deleted)

Category 1.3 Type ATF+3

This automatic transmission fluid shall meet all requirements of Chrysler MS-7176E specifications.

Category 1.4 Type MERCON V

This automatic transmission shall meet all requirements of Mercon and Mercon V specifications.

Category 1.5 Type C-4 This transmission fluid shall meet all requirements of Allison C-4 specifications.

**Category 2 - Universal Tractor Fluid**

Category 2.1 Universal Tractor Fluid (regular grade)

1. Combination hydraulic, transmission, and differential fluid for use in tractors requiring combination fluid.

2. Fluid shall comply with the following specifications: John Deere J20C, Caterpillar TO-2, Case MS-1204 and MS-1210, Duetz-Allis PF821XL, Ford M2C134D and M2C48B, Kubota UTD.

3. Viscosity, cSt @ 40C, ASTM D-445: 52 - 66

Viscosity, cSt @ 100C, ASTM D-445: 9.0 - 10.0

Category 2.2 Universal Tractor Fluid (winter grade)

1. Combination hydraulic, transmission, and differential fluid for use in tractors under conditions requiring winter weight combination fluid.

2. Fluid shall comply with the following specifications: John Deere J20D, Caterpillar TO-2, Case MS-1204 and MS-1210, Duetz-Allis PF821XL, Ford M2C134D and M2C48B, Kubota UTD.

3. Viscosity, cSt @ 40 C, ASTM D-445: 31 - 42

Viscosity, cSt @ 100 C, ASTM D-445: 7.3 - 9.0

Category 2.3 Biodegradable Tractor Fluid, ISO 46

Definition: "Ready Biodegradability" of a product by non- acclimated, naturally occurring organisms (ASTM D5864).

Product must pass a nationally recognized test for biodegradability, such as OECD 301B test method (also known as the Modified Sturm Test), or ASTM D 5864.

Viscosity @ 40C, cSt, ASTM D445	41.4 - 50.6
Pour point, C, ASTM D97	< -33
Copper corrosion, 3 hr @ 100C, ASTM D130	1b max.
Wet brake chatter/squawk, J20C/M1139	Pass
PTO clutch, J20C/M1139	Pass
High torque axle, J20C/M1139	Pass
Rust, ASTM D665B	Pass
Demulsibility, oil/water/emulsion (minutes: 30 max), ASTM D1401	40-40-4 ( )

### Category 3 Automatic Transmission Fluid, Synthetic

#### Category 3.1 Automatic transmission fluid, synthetic

1. Products must be blended from fully synthetic base oil stock. Products blended from mineral base oil are not acceptable. Semi-synthetic products are also not acceptable.

Certification that product is entirely synthetic shall be furnished upon request.

2. Product shall meet the following requirements:

Kinematic viscosity @ 100 C, cST, ASTM D-445	7.2 minimum
Kinematic viscosity @ 40 C, cST, ASTM D-445	32 - 37
Viscosity index, ASTM D-2270	175 minimum
Flash point, ASTM D-92	220 C minimum
Pour point, ASTM D-97	-50 C maximum

3. Product shall meet the requirements of the following specifications:

Dexron III

Mercon

Allison C-4

Caterpillar TO-2

Category 3.2 Automatic transmission fluid, synthetic, for Allison Transmission Division extended warranty

1. Product shall meet Allison Transmission Division TES-295.

2. Product shall hold an Allison approval number.

### Group H Antifreeze

1. Antifreeze color must be green and shall consist of Ethylene Glycol Base, non-foaming, initial boiling point undiluted of not less than 325 degrees F (163 degrees C) or with 50% distilled water, minimum of 226 degrees F (107.8 degrees C); freezing point 50% diluted with distilled water to protect to -34 degrees F (-37 degrees C) or lower. Product must meet all chemical, physical and performance requirements outlined in ASTM D3306 and ASTM D4340 (latest issues), and must meet or exceed all special terms and conditions outlined herein. Other glycols, such as propylene and diethylene, may be included up to a maximum of 15% if chemical and physical properties in Table 1 of ASTM D3306 are met.

2. Extended Life Anti-Freeze/Coolant color must be orange and must meet or exceed GM 6277M General Motors new Long Life Coolant specification. Product must meet all chemical, physical and performance requirements outlined in ASTM D3306 for Automotive Service, ASTM D4985 for Heavy Duty Diesel Service, ASTM D4340 (latest issues) for Aluminum Hot Surface Test for new coolant and ASTM D1384 requirements for Glassware Corrosion.

3. Product must contain foam suppressors and suitable additives to prevent corrosion in all engines, including those using aluminum components; must not adversely affect non-metals, hoses, gaskets and vehicle finishes; must be colored so as to be readily distinguishable; must not have an offensive odor; and must be compatible with all other major brands of antifreeze.

4. Product shall perform as specified for the following minimum periods in a properly maintained cooling system in normal service when installed in accordance with the vehicle manufacturers recommendations and those on the product label: Anti-freeze – two years; Extended life anti-freeze – five years or 100,000 miles. If there is sufficient reason to believe that the Department may have suffered damages, or may suffer damage in the future to any of its equipment due to use of the successful bidder's product, the Department reserves the right to have detailed testing performed and to recover testing costs and damages, if any, from bidder.

5. Container must be furnished with a screw cap and a leak-proof inner seal to prevent leakage of the contents from the container. Product shall not affect or be affected by its container for a



minimum of one year storage exposed to nominal temperature variations from 0 degrees F (-17.8 degrees C) to 120 degrees F (48.9 degrees C).

## **Group I GREASE**

### **Category 1 - Extreme pressure - Multipurpose wheel bearing and chassis grease**

1. This grease shall be lithium complex and designated by the manufacturers as suitable for a multipurpose use in cars, light and heavy duty trucks, and industrial equipment.

2. The grease shall meet the following requirements:

NLGI consistency #2

Resistance to water washout (ASTM D 1264) max washout 5% @ 175F

Dropping point ASTM D 566 or ASTM D 2265 Minimum 450°F

Worked penetration (ASTM D 217) NLGI #2 265-295

Must meet the requirements of ASTM D 4950 for categories LB chassis grease and GC wheel bearing grease

Timken OK value, ASTM D2509, 40 lbs.

### **Category 2 - Extreme pressure - Multipurpose Truck and Tractor Grease**

The grease shall meet the following requirements:

NLGI consistency #3

Resistance to water washout (ASTM D 1264), max washout 5% @175F

Dropping point ASTM D 566 or ASTM D 2265 min. 175°C or 347°F

Worked penetration (ASTM D 217) NLGI #3 220-250

Must meet the requirements of ASTM D 4950 for category GB wheel bearing grease.

Timken OK value, ASTM D2509, 40 lbs.

### **Category 3 - Multipurpose "Moly" Water & Heat Resistant Grease**

1. This grease shall be Lithium Complex and designated by the manufacturer as suitable for use in industrial, automotive and construction equipment applications including heavy shock loading conditions.

2. The grease shall meet the following requirements:

NLGI consistency #2

Resistance to water washout (ASTM D 1264) max washout 5% @ 175°F

Dropping point ASTM D 566 or ASTM D 2265. 450°F Minimum.

Range of "moly" to be 1.5% to 5%

Worked penetration (ASTM D 217) NLGI #2 265 - 295

Timken OK value, ASTM D2509, 40 lbs.

GROUP	DESCRIPTION	BID PRICES					
		1 Quart	Case (12 Quart Containers)	5 Gallon Container	55 Gal. Drum	Bulk (min. 200 gals)	Other Specify:
<b>A Two-cycle Motor Oil</b>	1 Outboard Motor Oil						
	2 Chain saw, weed eaters, etc. Motor oil						
	3 Biodegradable bar and chain oil						
	4 Biodegradable two-cycle motor oil						
<b>B Motor Oil</b>	1 Motor Oil						
	1.1 SAE 5W-20						
	1.2 SAE 5W-30						
	1.3 SAE 10W-30						
	1.4 SAE 10W-40						
	1.5 SAE 15W-40						
	2 Synthetic Blend Motor Oil						
	2.1 SAE 5W-20						
	2.2 SAE 5W-30						
	2.3 SAE 10W-30						
	2.4 SAE 15W-40						
	3 Synthetic Full Motor Oil						
	3.1 SAE 5W-20						

GROUP	DESCRIPTION	BID PRICES					
		1 Quart	Case (12 Quart Containers)	5 Gallon Container	55 Gal. Drum	Bulk (min. 200 gals)	Other Specify:
	3.2 SAE 5W-30						
	3.3 SAE 10W-30						
	3.4 SAE 15W-40						
	4 Heavy Duty Diesel						
	4.1 15W-40 CI-4						
	4.2 15W-40 CJ-4						
<b>C Hydraulic Oil</b>	1 Hydraulic Oil						
	1.1 ISO 32AW						
	1.2 ISO 46AW						
	1.3 ISO 68AW						
	2 Bio-Degradable						
	2.1 ISO 32AW						
	2.2 ISO 46AW						
	2.3 ISO 68AW						
<b>D Gear Lubricant Oil</b>	1 Extreme pressure gear oil						
	1.1 SAE 80W-90						
	1.2 SAE 85W-140						

GROUP	DESCRIPTION	BID PRICES					
		1 Quart	Case (12 Quart Containers)	5 Gallon Container	55 Gal. Drum	Bulk (min. 200 gals)	Other Specify:
	2 Synthetic gear oil						
	2.1 SAE 75W-90						
	2.2 SAE 80W-140						
<b>E Drive Train Oil</b>	1 Transmission drive train oil						
	1.1 SAE 30						
	1.2 SAE 50						
<b>F Heat transfer Oil</b>	1 Heat transfer oil (for heating asphalt)						
<b>G Transmission Fluid</b>	1 Transmission Fluid						
	1.1 Mercon / Dexron III						
	1.2 Type F						
	1.3 Type ATF+3						
	1.4 Type MERCON V						
	1.5 Mercon VI ATF						
	1.6 Dexron VI ATF						
	1.7 Type C-4						
	2 Universal Tractor Fluid						
	2.3 Biodegradable universal tractor fluid						
	3 Transmission Fluid, Synthetic						

GROUP	DESCRIPTION	BID PRICES					
		1 Quart	Case (12 Quart Containers)	5 Gallon Container	55 Gal. Drum	Bulk (min. 200 gals)	Other Specify:
	3.1 Automatic transmission fluid, synthetic						
	3.2 As above, except for Allison Transmission Div extended warranty						
<b>H Antifreeze</b>	1 Antifreeze						
	1.1 Antifreeze/Coolant (green)						
	1.2 Extended Life Anti-Freeze/Coolant (orange)						
		Tubes (14 oz)	Case (40 tubes)	5 Gallon Container	55 Gal. Drum	120 lb. Keg	Other Specify:
<b>I Grease</b>	1 Extreme pressure multipurpose wheel bearing and chassis grease						
	2 Extreme pressure multipurpose heavy duty truck and tractor grease						
	3 Extreme pressure multipurpose grease with molybdenum disulphide						