

**MOHAVE COUNTY PROCUREMENT DEPARTMENT
PRE-BID WEB CONFERENCE AGENDA**

GASOLINE AND DIESEL FUEL

IFB NO.: 23B23

DATE: May 9, 2023

TIME: 10:00 a.m. (Local AZ Time)

Via Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 213 089 972 100

Passcode: NFFkor

Or call in (audio only)

+1 623-473-7231

Phone Conference ID: 909 798 497#

This pre-bid conference, including discussions, questions and responses and this agenda do not change, modify or supplement any of the terms or conditions of the original bid documents. Any and all changes, modifications or supplements are effective only through a formal amendment to the bid documents during the bidding period.

Sign in Sheet: Since this meeting is being held via Web Conference, please provide email confirmation of attendance to: MichaM@mohave.gov.

Introductions: Morgan Michaels, Procurement

1. This Pre-Bid Web Conference is **non-mandatory**.
2. It is the intent of this Invitation for Bids (IFB) to select a firm to establish a contract for the supply of gasoline and diesel fuel to the County's fuel dispensing locations and mobile storage tanks.
3. Complete bid documents consist of the 26-page IFB Number 23B23, Exhibit A -Historical Fuel Usage, Exhibit B – Stationary Fuel tanks, and any solicitation amendments which may be issued.

Bid submission must include, at minimum, the following items signed and completed as necessary: Offer Form, Bid Schedule, Tax Information, Certification, and signed amendments. Bidders may check the County's website to ensure they have complete documents before submitting a bid at procurementbids.mohave.gov.

4. All questions concerning the Project, whether generated by the bidder during the Formal Pre-Bid Conference Presentation or while in preparation of their bid, are to be submitted IN WRITING. Oral discussion presented at the pre-bid conference will not bind the County. Questions may be submitted via e-mail, FAX or letter. All questions must be directed to:

MOHAVE COUNTY PROCUREMENT DEPARTMENT
ATTENTION: MORGAN MICHAELS
700 WEST BEALE ST., 1ST FLOOR EAST
KINGMAN, ARIZONA 86401-5711
FAX: (928) 753-0787
E-MAIL: MichaM@Mohave.gov

Written questions must be received by May 15, 2023.

Individual responses to questions will not be given. A written response to each submitted question will be furnished to each Plan Holder of Record in the form of a formal amendment to the Bid Documents.

5. **MOHAVE COUNTY SEAL USE:** Pursuant to A.R.S. §11-251.17 a firm or individual is **NOT** permitted to use, display or otherwise employ a copy or other resemblance of the Mohave County seal without obtaining approval from Mohave County Board of Supervisors.

6. Bid Deadline is **May 30, 2023 at 2:00 PM, Local AZ Time**

All bids must be sealed and time stamped prior to this deadline at the Procurement Office located at 700 West Beale Street, 1st Floor, Kingman, AZ 86401. Kingman is considered a “rural” area by many express delivery carriers and thus, they do not guarantee priority delivery (next day). Offerors are encouraged to keep this in mind when arranging delivery of their bids and are advised herein that late bids shall be rejected and returned to the bidder regardless of reason for being late.

7. The bid opening will take place on **May 30, 2023 at 2 PM** local Arizona time at the Ocotillo Conference Room next to the Procurement Office, 700 W Beale St. in Kingman. The County anticipates bid award in **June 2023**.

8. Comments by Mohave County employees.

9. Questions and responses.