

**ADDENDUM NO. TWO**  
**REQUEST FOR PROPOSAL**  
**FUEL MANAGEMENT SYSTEM**  
**PROJECT NO. 108-24**  
**CITY OF THORNTON, CO**

TO: Prospective Proposing Firms and all others concerned

DATE: January 26, 2024

PURPOSE: To provide additional information and clarification to the solicitation documents for the above-referenced Project.

1. The following information shall become part of the original Request for Proposal (RFP), for this Project:

Thornton's Information Technology division has supplied an initial set of cybersecurity questions located in Section IV of Appendix No. 2 – Proposal Questions.

Upon further consideration and to have a better upfront understanding of how well a Vendor operates in the IT world, the Thornton IT division has requested an additional set of questions be provided to the proposing Vendor community for answering. These additional questions have been provided under separate cover as **"108-24 RFP Appendix No. 6 IT Architecture Questionnaire"** and have been uploaded with this addendum. Vendors shall submit their answers with their final proposal.

2. The following questions and answers are provided for additional clarification to the RFP.

Question 1: We are a software Vendor that provides a platform and cannot provide spill containment services. Would our proposal be rejected because we cannot provide the spill containment services?

**Answer 1: No, Thornton will not reject a proposal from a software Vendor that can only provide a software platform with support and maintenance services for their platform. A proposing Vendor should answer any questions on spill containment that they cannot provide or subcontract said services with as "We cannot provide these services and cannot provide a subcontractor as part of our proposal submission".**

Thornton would appreciate if a Vendor can provide spill containment services, however, if your firm cannot provide those services, Thornton would still welcome your proposal for evaluation, provided that you can complete the associated answers and documents for submission.

Question 2: Can Thornton provide a current vehicle/equipment list for Vendors to review?

**Answer 2: Yes, with the understanding that equipment list is a snapshot in time and equipment may be replaced before the project is awarded. The equipment list that has been provided is Thornton only units and does not include Adams 12 units. This list has been uploaded with this addendum under separate cover as a Microsoft Excel spreadsheet titled "108-24 RFP Thornton Total Fleet Count".**

Question 3: Does any of Thornton's vehicles have a dual/saddle tank?

**Answer 3: Yes, five (5) pickup trucks have dual tanks.**

Question 4: Does any of Thornton's vehicles have an additional device plugged into their OBD ports? If so, how many vehicles and what is plugged in?

**Answer 4: Two hundred six (206) vehicles have Samsara plugged into the OBD-II and J1939 diagnostic ports.**

Question 5: What type of integration is expected with Samsara?

**Answer 5: Mileage and hour information only via flat file.**

Question 6: What model Veeder-Root is Thornton using at all sites that have it?

**Answer 6: TLS 350 for both CSC and MSC facilities. Expansion will to northern site will have the same TLS 350.**

Question 7: From Section B.1 – Current State, are we to understand that Thornton's vehicle count is 900 and Adams 12 Five Star Schools has a count of 350, for a total count of 1,250?

**Answer 7: That is a maximum current year count to include spares for growth and key loss.**

Question 8: Will Adams 12 have their own fuel locations as we only see two current locations and a potential north location?

**Answer 8: No, Adams 12 will only use the "Main Shop" site which is owned by the City of Thornton.**

Question 9: What is the total number of fuel dispensers at each location, including make and model at each location?

**Answer 9: See below:**

**Main Shop – Eight (8) dispensers, sixteen (16) hoses.**

- **Unleaded – Two (2) dispensers and four hoses. Gasboy- 9872 series**
- **Diesel – Four (4) dispensers and eight hoses. Gasboy- 9872 series**
- **Propane – Two (2) dispensers and four hoses. Petro-Vend 1500**

**MSC – Two (2) dispensers and four (4) hoses. OEM – Wayne, Model**

- **Both dispensers have one (1) unleaded hose and one (1) diesel hose.**

Question 10: Are all fuel dispensers operational with electronic communication interfaces like RS485/Current Loop/IFSF/LON?

**Answer 10: The RS485/Current Loop/IFSF/LON refers to communications systems that allow the dispensers, FMU kiosk and Veeder Root to talk to each other. We already have a system that does that so, yes.**

Question 11: From Section B.8 – Scope of Work – General Considerations, how is the current process for applying/pushing price for FMU's? How is price for fuel applied "manually or through integration with ERP"?

**Answer 11: The current process for applying/pushing pricing is not germane to this RFP nor how a Vendor should be able to provide a proposed solution for Thornton's consideration.**

**Thornton is seeking a new solution from the Vendor community for a fuel management system, and understands that current process may need to be revised/removed depending on how the awarded Vendor's solution functions.**

Question 12: From Section B.12 – Software – Integration Points, please confirm that Thornton will facilitate the required APIs/Protocol documentation/Technical assistance from existing Vendors and Existing application licenses required for integration.

**Answer 12: Yes, Thornton will provide assistance where applicable, but more clarification will be needed by an awarded Vendor regarding application licenses.**

Question 13: Is the new fuel management system expected to integrate with Veeder Root only for importing the fuel inventory stock levels and related parameters required by the fuel management system?

**Answer 13: Yes, that is correct and our current intention.**

Question 14: Will Thornton make available to or facilitate with the awarded Vendor, the integration documentation for devices like ATG and fuel dispensers when they interface with other devices?

**Answer 14: Yes, Thornton will make those available as needed and as they are available.**

Question 15: Is Thornton seeking for a RFID based vehicle ID system which utilizes a RFID reader at the nozzle side and RFID vehicle ID passive chip/tag at the vehicle/equipment fuel inlet which ensures only authorized vehicles receive the fuel as per designated business rules and limits applied by Thornton?

**Answer 15: Not necessarily RFID. Thornton is seeking for an option to have a sensor on the nozzle on the hose side and an opposing ring on the vehicle that will tie into the vehicle OBD-II or J1939 diagnostic port.**

Question 16: In Section B.17 – Vehicle Hardware Installation, Thornton mentions that if it is financially and/or operationally beneficial to Thornton, it may request the Vendor to perform the installations at a Thornton fleet location, instead of Thornton’s staff performing the installation. In Section D.6 – Proposal Items, it mentions that there will be room in the pricing form to enter this optional pricing.

Where on the price sheet should we include this optional pricing as part of our proposal? We are not seeing where we should put it?

**Answer 16: Please enter the pricing for the optional item of a Vendor performing the installation themselves in under “Proposing Vendor’s Hourly Labor Rates”. This area is a free-type area and should allow the Vendor to enter in the rate in which it will bill Thornton for performing the installation. Thornton will consider this optional pricing as a per vehicle price, not a per hour price for installation.**

**Vendors who are proposing this optional item shall note that the per vehicle price will be an all-inclusive price. No separate additional charges will be acceptable, including but not limited to, travel, per diem, lodging, additional parts and components, additional time and materials, etc.**

Question 17: Would it be possible for Thornton to provide photos of the two (2) fueling sites to Vendors, including a site layout? Photos of dispensers aid in determining the current fuel management setup, including dispensers, hoses per dispenser, etc. and how best to approach our proposal.

**Answer 17: Thornton has been able to provide photos of the Main Shop's fueling space at the end of this addendum. Thornton does not have any pictures of the MSC location readily available.**

Question 18: Would it be possible to do a site visit so that we can assess what the installation of a FMS would entail? If so, who do we coordinate with and how soon can we come out?

**Answer 18: Thornton does not anticipate having a site visitation for proposing Vendors prior to the due date for proposals to be submitted.**

**However, at Thornton's sole discretion, Thornton may elect as part of the evaluation process, to conduct a site visitation for Vendors to provide pricing clarification during a Best and Final Offer ("BAFO") process. Any site visitation process shall be conducted by the Purchasing Analyst of Record, Andrew Miskell.**

**Any attempts by a proposing Vendor to seek a site visitation with another Thornton employee other than the Purchasing Analyst may result in the proposing Vendor's proposal being rejected from further consideration.**

Question 19: Would Thornton like to have the site that is scheduled to be completed in mid-2025 included in the responses to the RFP, or will that site be addressed down the road? If that site is to be included in the RFP, is there a blueprint/layout of the site available so we can determine the best fuel management solution for the site?

**Answer 19: Thornton has provided information regarding the future "North" facility at 15381 Monaco Street as general information for proposing Vendors that there will likely be additional work in the future.**

**Thornton does not have a set of blueprints yet, as Thornton is still in the design phase for the "North" campus, which currently will consist of Fire Station No. 8, a Parks and Recreation maintenance facility, and likely a fuel dispensing location for Thornton equipment.**

**Proposing Vendors are to not include the “North” facility in their proposal pricing. Once Thornton has awarded and finalized an agreement with the Vendor for the current locations and needs, Thornton then may engage with the awarded Vendor for any future work that Thornton may need through a Thornton Change Order.**

**Thornton’s Change Order process will follow the process that is laid out in Section B.21 of the main RFP document, which will be coupled with a signed Thornton Change Order form, which will be routed in DocuSign for both Parties to review and sign.**

**Question 20: Are the needs/uses of AssetWorks, Samsara, CCG Faster, and Microsoft both import and export needs? Would Thornton be able to provide a brief narrative on how each one of these platforms are utilized and/or how you would like to utilize them?**

**Answer 20: See below:**

- AssetWorks and CCG Faster are the fleet maintenance management software systems for Thornton and Adams 12 school district, respectively. These systems will need to have a flat file with fuel information, mileage/hours for upload to each system. The plan is for an automated process to allow for improved predictability of maintenance on fleet vehicles.**
- Samsara is Thornton’s GPS system and the current intention is that this would be used in conjunction with the fuel system to help populate the mileage/hours data in the AssetWorks fleet maintenance program. The final determination of how/if the Samsara product and the awarded Vendor’s solution may integrate with one another will be reviewed and may be revised depending on how/if the Vendor’s solution is able to work with Samsara’s software.**

**Question 21: Would Thornton be interested in using the Sourcewell contract and pricing for this RFP? We believe we can offer a better price off of the Sourcewell agreement.**

**Answer 21: Thornton has reviewed cooperative agreements that are currently in the marketplace and it was determined that our best course of action was to issue our own RFP for our needs.**

**Thornton understands that cooperative agreements like Sourcewell offer ceiling pricing discounts. Vendors seeking to propose to this RFP are encouraged to provide their best pricing, including if it is below their cooperative award’s ceiling price.**



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