

**JEA Fuels Management Services
Responsible Bidders List Application**

--- Please PRINT CLEARLY ---

Business Information

Business Name _____

Address _____

City, State, ZIP _____

Main Phone Number _____

Main Fax Number _____

Return To:

JEA
Fuels Management Services
21 West Church Street
Jacksonville, Florida 32202

Fill out the attached documents and sign below for inclusion on a JEA Fuels Management Services Responsible Bidders List (FMS RBL). By signing below, you understand the following:

- 1 By submitting a bid, you are agreeing to the contents of the specification document provided by JEA FMS for the respective fuel.
- 2 A current certificate of insurance, as clarified in the specification document or bid form, will remain on file with JEA FMS.
- 3 A current W-9 form must be submitted with this application.
- 4 In the event that your organization no longer wants to be included on a FMS RBL, JEA will remove your organization from that particular FMS RBL upon your written request. In addition, at JEA's option, JEA may remove your organization from a FMS RBL if removal is in the best interest of JEA.

Your completed application should include all requested information and all supporting documentation. The application should be sent to the above address. If all the required information and/or documentation is not initially submitted, further information requests may be required resulting in a delay in the approval process. Such a delay may cause your organization to be unable to participate in a FMS bid solicitation.

Printed Name of Officer _____

Signature of Officer _____

Date _____

JEA Fuels Management Services Responsible Bidders List Categories

Listed below are the product categories for which JEA FMS solicits bids. You may choose to compete in as many categories as your organization is qualified to provide. For each category, furnish all of the requested information.

JEA FMS will send a bid solicitation to the email address and/or fax number that you provide under each category. It is your responsibility to make sure JEA FMS has the most current contact information for your organization. (Attachment B is the form your organization should use to update FMS of any contact information changes). If JEA FMS has incorrect contact information, the bid solicitation document may not be received by your organization.

If your organization does not respond with a bid or a no-bid to three successive bid solicitations, JEA FMS may, at its discretion, remove your organization from the FMS RBL and your organization will no longer receive JEA FMS bid solicitations for that particular category. Once your organization is removed from a FMS RBL for non-response, you may have to submit a new application for reconsideration.

1 Petroleum Coke

Contact Name _____

Phone Number _____

Fax Number _____

E-mail Address _____

2 Coal

Contact Name _____

Phone Number _____

Fax Number _____

E-mail Address _____

3 Limestone

Contact Name _____

Phone Number _____

Fax Number _____

E-mail Address _____

4 Diesel Fuel Oil (choose one or both)

4A Water Delivery

Requires delivery via barge

Contact Name _____

Phone Number _____

Fax Number _____

E-mail Address _____

4B Truck Delivery

Requires delivery via truck

Contact Name _____

Phone Number _____

Fax Number _____

E-mail Address _____

5 Residual Oil

Contact Name _____

Phone Number _____

Fax Number _____

E-mail Address _____

The following data must be furnished for consideration purposes. JEA FMS reserves the right to contact listed references.

1. How many years has your organization been in business? _____
2. How many years has your organization been in business under its present name? _____

If the name change was within the last 3 years, explain the impact on your supply capabilities:

3. Have you ever failed to complete any contracts for the type of product for which you are requesting consideration? If so, provide specific details concerning each instance including the date of occurrence, the name of the counterparty, all pertinent details and references.

4. List three contracts (for each category you are applying for) that your organization has completed in the past two years or are currently performing under for the supply of product.

Each contract shall be for at least a minimum total volume of:

Petroleum Coke – 150,000 short tons
Coal – 100,000 short tons
Limestone – 150,000 short tons
Diesel Fuel – 20,000 Barrels
Residual Oil – 100,000 Barrels

In the event that your organization has not had contracts for volumes in the amounts indicated above, JEA reserves the right to hold this application until such levels are attained, if desired.

NOTE: ATTACHMENT A MUST BE USED TO LIST THE CONTRACTS REQUESTED

Furnish the requested information for each contract.

- Category Name
- Contract Start Date
- Contract End Date
- Contract Volume
- Number of Deliveries
- Name of the Counterparty and Location
- Contact Name & Telephone Number (JEA FMS may call for Reference)

NOTE: If a contract reference is being submitted for more than one category, the reference should be listed separately for each category it applies and the contract volume listed should be the amount of the contract applicable to each category.

Attachment A

JEA FMS Responsible Bidders List Application

--- Please PRINT CLEARLY ---

Category Name: _____

Contract Start Date: _____ End Date: _____

Contract Volume: _____

Number of Deliveries: _____

Counterparty Name: _____

Counterparty Location (City, State, Country): _____

Counterparty Contact Name: _____ Phone No.: _____

Other Pertinent Information: _____

Category Name: _____

Contract Start Date: _____ End Date: _____

Contract Volume: _____

Number of Deliveries: _____

Counterparty Name: _____

Counterparty Location (City, State, Country): _____

Counterparty Contact Name: _____ Phone No.: _____

Other Pertinent Information: _____

Category Name: _____

Contract Start Date: _____ End Date: _____

Contract Volume: _____

Number of Deliveries: _____

Counterparty Name: _____

Counterparty Location (City, State, Country): _____

Counterparty Contact Name: _____ Phone No.: _____

Other Pertinent Information: _____

Attachment B

JEA FMS Responsible Bidders List Application

--- Please PRINT CLEARLY ---

Date: _____

To: Fuels Management Services

Fax Number: 904-665-7345

Please update your FMS RBL information as follows:

Name of Business: _____

If name change, list previous name: _____

Why the name change? _____

JEA FMS may request additional information for further evaluation of this new organization.

A new W-9 form must be sent to JEA FMS as soon as possible.

A current insurance certificate bearing the new name should be sent to JEA FMS as soon as possible.

Address: _____

City, State, ZIP: _____

Main Phone Number: _____

Main Fax Number: _____

Category Name: _____

Contact Name: _____ Title: _____

Phone No.: _____ Fax No.: _____

E-mail Address: _____

Category Name: _____

Contact Name: _____ Title: _____

Phone No.: _____ Fax No.: _____

E-mail Address: _____

Printed Name

Signature

Title

Email Address