

Dear Potential Fuels Tank Wagon Delivery Vendor,

An Invitation for Quote (“ITQ”) for **Various Fuels, Tank Wagon Delivery** is being issued by the Delaware River Joint Toll Bridge Commission.

Through this Request for Quote (“RFQ”) Vendor/ Suppliers are given the opportunity to submit a quote to provide **Various Fuels, Tank Wagon Delivery** for the Delaware River Joint Toll Bridge Commission.

You are invited to provide a response to the attached Request for Quotation (RFQ) dated no later than before noon, on **Monday, December 1, 2025**, for **Various Fuels, Tank Wagon Delivery**.

We have attached four (2) documents for your review and use:

- The **DRJTBC General Provisions RFQ document for Various Fuels, Tank Wagon Delivery** as a single PDF document
- **DRJTBC Quote Sheet for Various Fuels Tank Wagon Delivery** as Excel documents for your ease of submission of Quotes

We are looking forward to your response. **With a “Reply All” please confirm receipt of this email with its attachments.**

Thank You

**REQUEST FOR QUOTE VARIOUS FUELS, TANK
WAGON DELIVERY**

Delaware River Joint Toll Bridge Commission

RFQ Dated Wednesday, 11/5/2025

1. **BACKGROUND:**

The Delaware River Joint Toll Bridge Commission (DRJTBC) is extending an Invitation for Quote (“ITQ”) for **Various Fuels, Tank Wagon Delivery**. Through this Request for Quote (“RFQ”) the suppliers are given the opportunity to submit a quote to provide **Various Fuels, Tank Wagon Delivery** to the DRJTBC. The Supplier who receives a Purchase Order through this RFQ process (“Selected Supplier”) will meet the requirements of the Delaware River Joint Toll Bridge Commission, for the time, period commencing on the Selected Supplier’s receipt of a Purchase Order and expiring on **Thursday, 12/31/2026**.

2. **PURPOSE:**

Through this RFQ process, the DRJTBC is announcing the date and time for the receipt of quotes and is providing further instructions to the Awarded Suppliers in regard to the submission of those quotes.

3. **RFQ ISSUING OFFICE:**

This RFQ is issued by the Delaware River Joint Toll Bridge Commission (“RFQ Issuing Office”). The RFQ Issuing Office is the sole point of contact for this RFQ. Please refer all inquiries to:

Steven Wells, Purchasing Agent

DRJTBC

1199 Woodside Road

Yardley, PA 19067

Telephone: 267-394-

6554

Fax: 267-394-6744

Email: swells@drjtbc.org

and

John Rementer, Purchasing Agent

DRJTBC

1199 Woodside Road

Yardley, PA 19067

Telephone: 267-394-

6555

Fax: 267-394-6744

Email: jrementer@drjtbc.org

4. **DATE AND TIME FOR SUBMISSION OF QUOTES:**

To be considered, the attached quote sheets must be used and arrive at the RFQ Issuing Office before noon on, **Monday, 12/1/2025** via Email: swells@drjtbc.org and jrementer@drjtbc.org or Fax: 267-394-6744 Attn: Steven Wells and John Rementer.

The Oil Price Daily (OPIS) Rack Price for Monday, December 1, 2025, must be supplied along with your quote sheet.

5. **SUBMISSION OF QUOTES:**

- (a) Quotes are requested for the items described on the quote form attached to this RFQ. Suppliers must complete the Quote Form including Supplier Name and Address, Contract Number, Vendor Number, Contact Person, Telephone/Fax Number, E-mail and Web Address and Quote prices. The Quote Form must be signed (in the case of a hardcopy submission) or submitted (in the case of an electronic submission) by an authorized representative of the Supplier or the quote will be rejected.
- (b) It is the responsibility of each Supplier to ensure that the RFQ Issuing Office receives the quote prior to the Date and Time for Submission of Quotes, noted under Section 4. The RFQ Issuing Office will reject unopened, any late quotes.
- (c) The quote shall be rejected if the items offered by the Supplier are not in conformance with the specifications as determined by the RFQ Issuing Office.

6. **RFQ EXPIRATION DATE:**

Suppliers who receive a Purchase Order through this RFQ process will meet the service requirements of the RFQ Issuing Office for the time, period commencing on receipt of Purchase Orders and expiring on **Thursday, 12/31/2026**. Based on satisfactory service, purchase orders for **2027** and **2028** may be offered.

7. **ESTIMATED QUANTITIES:**

It shall be understood and agreed that any quantities listed in the Contract are estimated only and may be increased or decreased in accordance with the actual requirements of the RFQ Issuing Office and that the RFQ Issuing Office in accepting any quote agrees to purchase only the services in such quantities as represent the actual requirements of the RFQ Issuing Office.

PRICING

Pricing for all deliveries under this contract will be based on a **“Margin-Over-Rack”** price as specified in the vendor’s response (Bid Sheet) at the end of this document. The “Margin-Over-Rack” pricing method is defined as follows: vendor will be paid for deliveries based on the proposed and agreed monetary margin per gallon over a variable wholesale “rack” price. The rack price will be based on the information provided by the Oil Price Information Service (OPIS, for reference, see www.opisnet.com). **The “Margin-Over-Rack” price will be fixed for the duration of the contract. The contracted vendor will be required to include, with each invoice submitted, a daily OPIS report documenting the rack price for the date the delivery was made.**

8. **MODIFICATION OR WITHDRAWAL OF QUOTE:**

- (a) **Quote Modification or Withdrawal Prior To Date and Time for Submission of Quotes.** Quotes may only be modified or withdrawn by written notice received by the RFQ Issuing Office prior to the exact time and date specified for submission of quotes. The written notice shall specifically identify the quote to be modified or withdrawn. Modifications or withdrawals of quotes received after the exact hour and date specified for submission of quotes shall not be considered, except as provided below.
- (b) **Quote Withdrawal After Date and Time For Submission Of Quotes.** Suppliers are permitted to withdraw erroneous quotes after the Date And Time For Submission Of Quotes only if the following conditions are met:
- i. The Supplier submits a written request for withdrawal.
 - ii. The Supplier presents credible evidence with the request that the reason for the lower price was a clerical mistake as opposed to a judgment mistake and was actually due to an unintentional arithmetical error or an unintentional omission of a substantial quantity of work, labor, material, or services made directly in the compilation of the price.
 - iii. The request for relief and supporting evidence must be received by the RFQ Issuing Office referenced in Paragraph 3 of this RFQ within three (3) business days after the Date and Time for Submission of Quotes, but before issuance of a purchase order.
 - iv. The RFQ Issuing Office shall not permit a quote withdrawal if the quote withdrawal would result in award to the same Supplier, its partner, or a corporation or business venture owned by or in which the Supplier has a substantial interest.
 - v. If a Supplier is permitted to withdraw its quote, the Supplier cannot supply any material or labor or perform any subcontract or other work agreement for the Selected Supplier, without the written approval of the RFQ Issuing Office.
 - vi. Firm Quotes. Except as provided above, a quote may not be modified, withdrawn, or cancelled by any Awarded Supplier for a period of sixty (60) days after the date and time for submission of quotes.
- (c) **Clarification and Additional Information.** After the receipt of quotes, the RFQ Issuing Office shall have the right to contact Suppliers for the purpose of seeking:
- i. Clarification of the quote which confirms the RFQ Issuing Office understanding of statements or information in the quote; or
 - ii. Additional information on the items offered, provided that this RFQ requires the rejection of the quote for failure to include such information.

9. **SPECIFICATIONS:**

Qualified Suppliers will be required to furnish the various liquid fuel types in accordance with the most current Pennsylvania Commercial Item Description (PCID) or latest American Society for Testing and Materials (ASTM) Standard as listed below. The current versions of the PCIDs are provided as attachments to this ITQ.

- ULS Diesel Fuel No.2 – PCID No. 1056, entitled “Fuel, Diesel”, effective 3/28/13
- Bio Diesel Fuel – PCID No. 1107, entitled “Biodiesel Fuel, B100”, effective 3/28/13
- Heating Oil No. 2 – ASTM D396, Standard Specification for Fuel Oils
- Unleaded Gas – ASTM D4814, Standard Specification for Automotive Spark – Ignition Engine Fuel.

10. **PURCHASE ORDERS:**

Purchase Orders **will be issued annually** for each location and will be done so based on the availability of funds. The totals are based on estimated quantities (more or less) for all fuels at that location. Each location listed below will contact you for deliveries against that particular locations issued Purchase Order. They should also provide a PO number for their location. All invoices must include the PO number and delivery location address. **The contracted vendor will be required to include, with each invoice submitted, a daily OPIS report documenting the rack price for the date the delivery was made.**

11. **DELIVERIES:**

Supplier shall deliver fuel within two (2) days after receipt of agency request for delivery. In an emergency, situation, the Supplier shall deliver fuel within 24 hours after agency notification of delivery or as otherwise agreed to, by the using agency and the Supplier. Deliveries shall be at the tank inlets at each individual facility for each individual fuel type. The maximum quantity for tank wagon delivery is 5,000 gallons per delivery. There is no minimum delivery quantity. **All delivery tickets must include the PO number and delivery location address.**

LOCATIONS

*TM - Trenton-Morrisville, 110 Wood & Grove Streets,
Morrisville, PA 19067*

Larry Dubin-cell 267-767-6279

*LM-Langhorne Maintenance, 1010 Woodbourne Road,
Langhorne, PA 19047*

Larry Dubin-cell 267-767-6279

*Admin Bldg. @ Scudder Falls, 1199 Woodside Road
Yardley, PA 19067*

Mike Schermerhorn-cell 267-297-0815

*NHLT - New Hope-Lambertville, 2492 River Road, New
Hope, PA 18938*

Rick Slack-cell 267-630-9728

*EP - Easton-Phillipsburg, 76 Broad Street, Phillipsburg,
NJ 08865*

Chris Gulini-cell 908-455-2082

*I-78, 1400-1 Cedarville, Road,
Easton, PA 18042*

Steve Bosga-cell 445-234-8862

*PC - Portland-Columbia, 1 Bridge Approach Road,
Portland, PA 18351*

Steve S. Borger-cell 445-213-0542

*DWG - Delaware Water Gap, 60 Delaware Avenue,
Delaware Water Gap, PA, 18327*

Leon Werkheiser Jr-cell 445-313-2320

*MM - Milford-Montague, 112 Route 206,
Milford, PA, 18337*

Matt Meeker-cell 570-807-6055

DELIVERY DAYS

Deliveries Weekdays: Monday-Friday 7:00 a.m.-3:00 p.m., except for the below listed holidays:

New Year's Day
Martin Luther King, Jr. Day
Lincoln's Birthday
President's Day
Good Friday
Memorial Day
Juneteenth Day
Independence Day
Labor Day
Columbus Day
Election Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Please fill out and sign the attached Quote Sheets.

Supplier Name:

#	Location	Shown In Gallons						
	TRENTON-MORRISVILLE TOLL BRIDGE 110 WOOD & GROVE STREETS MORRISVILLE, PA 19067 (Bucks County)	Tank Capacity	Estimated Quantity	Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
1	Unleaded Gasoline, Latest ASTM D4814	2,500	8,000					
2	On-Road Ultra Low Sulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	1,000	8,000					
3	Number 2 Heating Fuel Oil, Latest ASTM D396 (Winter Additive Shown as Adder)	10,000	6,000					
Winter Adder Price Per Gallon =								
							Grand Total	
#	Location	Shown In Gallons						
* *	LANGHORNE MAINTENANCE 1010 WOODBOURNE ROAD LANGHORNE, PA 19047 (Bucks County)	Tank Capacity	Estimated Quantity	Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
10	Unleaded Gasoline, Latest ASTM D4814	3,000	8,000					
2	On-Road Ultra Low Sulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	3,000	8,000					
Winter Adder Price Per Gallon =								
#	Location	Shown In Gallons						
	ADMIN BLDG @ SCUDDER FALLS 1199 WOODSIDE ROAD YARDLEY PA. 19067 (Bucks County)	Tank Capacity	Estimated Quantity	Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
4	Unleaded Gasoline, Latest ASTM D4814	1,000	5,000					
#	Location	Shown In Gallons						
	NEW HOPE-LAMBERTVILLE TOLL BRD 2492 RIVER RD NEW HOPE, PA 18938 (Bucks County)	Tank Capacity	Estimated Quantity	Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
4	Unleaded Gasoline, Latest ASTM D4814	1,000	5,000					
5	On-Road Ultra Low Sulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	2,500	10,000					
6	Number 2 Heating Fuel Oil, Latest ASTM D396 (Winter Additive Shown as Adder)	4,000	18,000					
Winter Adder Price Per Gallon =								
							Grand Total	

#	Location	Shown In Gallons		Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
	INTERSTATE-78 TOLL BRIDGE 1400-1 CEDARVILLE ROAD EASTON, PA 18938 (Northampton County)	Tank Capacity	Estimated Quantity					
7	Unleaded Gasoline, Latest ASTM D4814	1,000	6,000					
8	On-Road Ultra LowSulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	2,500	10,000					

Quote Sheet Page 1 of 3

**Delaware River Joint Toll Bridge Commission
Fuel Tank Size& Estimated Annual Usage
(Quote Sheet)**

Supplier Name:

9	Number 2 Heating Fuel Oil, Latest ASTM D396 (Winter Additive Shown as Adder)	4,000	14,000					
Winter Adder Price Per Gallon =								
							Grand Total	
#	Location	Shown In Gallons		Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
*	EASTON-PHILLIPSBURG TOLL BRIDGE 76 NORTH BROAD ST PHILLIPSBURG, NJ 08865 (Northampton County)	Tank Capacity	Estimated Quantity					
10	Unleaded Gasoline, Latest ASTM D4814	1,000	7,000					
11	On-Road Ultra LowSulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	2,500	4,000					
							Grand Total	

Note:

* This facility is located in New Jersey, directly across the river from our Interstate 78 facility located in Easton PA Northampton County.

#	Location	Shown In Gallons		Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
	PORTLAND-COLUMBIA TOLL BRIDGE 1 BRIDGE APPROACH ROAD PORTLAND, PA 18351 (Northampton County)	Tank Capacity	Estimated Quantity					
12	Unleaded Gasoline, Latest ASTM D4814	500	2,000					
13	On-Road Ultra LowSulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	500	3,000					
14	Number 2 Heating Fuel Oil, Latest ASTM D396 (Winter Additive Shown as Adder)	4,000	4,000					
Winter Adder Price Per Gallon =								
							Grand Total	

#	Location	Shown In Gallons		Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon "Margin-Over-Rack" (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin-OverRackPrice)	Grand Total (= Per Gallon Price X Estimated Quantity)
	DELAWARE WATER GAP TOLL BRIDGE 60 DELAWARE AVE DELAWARE WATER GAP, PA 18327 (Monroe County)	Tank Capacity	Estimated Quantity					
15	Unleaded Gasoline, Latest ASTM D4814	1,000	4,000					
16	On-Road Ultra Low Sulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	1,000	7,000					
							Grand Total	

Quote Sheet Page 2 of 3

**Delaware River Joint Toll Bridge Commission
Fuel Tank Size & Estimated Annual Usage
(Quote Sheet)**

Supplier Name:

#	Location	Shown In Gallons						
	MILFORD-MONTAGUE TOLL BRIDGE 112 ROUTE 206 MILFORD, PA 18337 (Pike County)	Tank Capacity	Estimated Quantity	Per Gallon Oil Price Daily (OPIS) Rack Price for December 1, 2025	Rack City (Firm for the term of the contract)	Per Gallon “Margin-Over- Rack” (Firm for the term of the contract)	Total Per Gallon Price (=Per Gallon OPIS Price+Margin- OverRackPrice	Grand Total (= Per Gallon Price X Estimated Quantity)
17	Unleaded Gasoline, Latest ASTM D4814	500	3,000					
18	On-Road Ultra LowSulfur 2% Bio Diesel Fuel Blend PCID 1107, dated 3/28/13	500	5,000					
19	Number 2 Heating Fuel Oil, Latest ASTM D396 (Winter Additive Shown as Adder)	4,000	6,000					
				Winter Adder Price Per Gallon =				
							Grand Total	

Signature:	
Of an official authorized to bind the Supplier to the provisions contained in the bid submission.	
Printed Name:	
Title:	
Date:	

Oil Price Daily (OPIS) Rack Price for Monday, December 1, 2025 must be supplied along with your quote sheet.