



TO: FUEL MANAGEMENT SYSTEM PROPOSERS  
FROM: CITY OF APPLETON – VALLEY TRANSIT  
DATE: JUNE 30, 2020  
SUBJECT: ADDENDUM #1

Attached is Addendum #1.

If you intend to submit a proposal for the City of Appleton, Valley Transit’s Fuel Management System (RFP VT20-004) dated June 10, 2020, **please acknowledge receipt of this Addendum and include it within the submittal proposal.**

\_\_\_\_\_ Acknowledge receipt of Addendum# 1

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Proposer/Contractor Name

## **Addendum #1**

Listed below are responses to questions received by the City of Appleton, Valley Transit regarding the Fuel Management System (RFP VT20-004) dated June 10, 2020.

**1) Could you provide us with the import format (or specifications) needed for the TransitFleet software?**

TransitFleet stated that any format (fixed length fields, csv, xml) can be accepted. However, fixed length fields with a fixed length record is the easiest.

**2) It mentioned a pulse output module was installed for this project, can you give me the make and model of the pulse module?**

Gasboy dispenser accessories, Pulse Output – Option Z-AT0-APULID

**3) Where the new Fuel Management terminal is going, is there power available there already or will Valley Transit provide the electrical work?**

See answer to question #4.

**4) Can we come in for a site survey to see what all materials will be needed such as power, conduit, etc. If we'll need to get an Electrician or not.**

Yes, proposers are able to schedule an onsite visit to learn more about the install area. An appointment must be set-up by contacting Jeff Pellegrini at (920) 832-2299 prior to arrival.

**5) Does the Fuel Management System need to control (interface) with a ventilation system since this terminal is located in doors?**

No.

**6) We can provide a SaaS solution using cell service so we'll need to be able to check the cell connectivity inside the fueling area to see if an external antenna will be required.**

Proposers are able to schedule an onsite visit. An appointment must be set-up by contacting Jeff Pellegrini at (920) 832-2299 prior to arrival.

**7) Will fueling personnel enter odometer and engine hours using the keypad or do you require odometer and engine hours to be recorded automatically with no manual data input from fueling personnel?**

Valley Transit strongly desires an autonomous system with minimal to no input required by fueling personnel. This includes the automatic recording of odometer and engine hour data.

**8) Please provided details on the employee ID Proximity Card. Is this an HID or RFID device and does it contain a magnetic stripe?**

Valley Transit employees are issued HID cards for our time keeping system (Novatime). A card image is below. Valley Transit employees are also issued a proximity ID for entering the

building from the City of Appleton. This card is HID with a metal wire embedded in the card. Neither of these cards has a magnetic stripe.



Valley Transit's preference would be multiple FMS log in options. For example, log in to solution includes use of existing proximity card or keypad entry of employee ID #. Proposers shall provide options within their proposal. If there are compatibility or other concerns about using an existing proximity card, please indicate within your proposal.

Recently, Valley Transit purchased an ID printer and software that provides us the ability to encode on a magnetic stripe. As a secondary option, Valley Transit would consider using our ID printer system to create an ID with magnetic stripe to enable log in of personnel. Valley Transit would require the awarded proposer's assistance on what should be contained in the encoding and compatibility set-up.

- 9) Do the busses in your fleet utilize a telematics device? If so, what brand? This item allows GPS tracking, vehicle information, etc to be monitored and pulled from your buses if you do.**

No.

- 10) What company did the install of your GasBoy dispenser? If they are one of our distributors we would like to bid through them as they are already familiar with your job site, and have already been set up to do business with you.**

The dispenser was installed by US Petroleum Equipment on June 2, 2020.

- 11) Your RFP references being able to monitor other fluids on site: what other fluids are in the vicinity of the main tank, and also, what other fluids need to be monitored that are not near the main tank?**

Currently, there are containers/tanks with DEF, oil, ATF and antifreeze within the vicinity of the fuel dispenser island. These fluids, except DEF, are also be available in the maintenance bay areas.

Valley Transit's current focus is the monitoring and tracking of diesel fuel dispensed at the existing fueling location. The proposer's solution's ability to monitor other fluids at the fuel island and in the maintenance bays would be considered as a future system add-on.

- 12) Since you would like to utilize existing employee RFID cards, would you be able to send us one to test compatibility at our main facility, OR, be able to tell us what specific technology is used in the cards?**

Spare proximity cards are available. However, the RFP schedule will not allow time to mail a sample to all requestors for analysis prior to proposal submittal. If there is a compatibility concern, please note in your proposal and provide an alternative should existing card compatibility fail.

If necessary, a sample card will be provided to the awarded vendor for detailed analysis.

**13) Is this quote specifically built around a ring fueling device? In my experience these devices are expensive and unreliable as they operate off of radio frequency... the best solution for your size of fleet for cost, safety, security, and accuracy reasons, would be to integrate a telematics device with the site FMS. Your system will need a way to identify the vehicle which would be utilizing a RFID fob on the vehicle keys... then the employee would utilize their employee card and pin code for a 3 point verification. If this sufficient?**

The RFP was designed to evaluate proposer solutions meeting the project scope provided within the RFP and this addendum. Valley Transit will evaluate submitted solutions according to the criteria and select the best solution for Valley Transit.

**14) We note that the 1<sup>st</sup> line under Appendix 2 title states: IR 1.1 – Large Exposure: \$2M Umbrella. This is no doubt “boiler plate language.” We would view the cost of this project as certainly being under \$50,000.00 and therefore not a large exposure project. Would the failure to provide Umbrella Liability coverage be a disqualifier for award of this project?**

The insurance requirements listed in the RFP must be obtained by the contractor and documentation provided to Valley Transit prior to commencing work.

**15) Your RFP is asking for us to quote both with and without the electrical work so we’re asking:**

- a. To get more pictures to show us where you would like the new terminal mounted and the distances from your fuel dispenser**
- b. The distances of the closest electrical plumbing that we can pull from**
- c. If we can come on site for a survey, we may get a local Electrical company come out and give us an estimate for the electrical work. If this is the case, do you have a local vendor that is an approved by the City of Appleton we can use? Or are there any that you prefer us not use?**

Proposer may schedule an onsite visit to evaluate the install location. An appointment must be set-up by contacting Jeff Pellegrini at (920) 832-2299 prior to arrival.

**16) I’ve got an electrician in your area that would like to stop by next Wednesday to review the installation. Is this acceptable?**

Yes. However, an appointment must be set-up by contacting Jeff Pellegrini at (920) 832-2299 prior to arrival.