

PRE-BID CONFERENCE AGENDA
Invitation for Bid No. : P25222
Diesel Fuel and Gasoline

February 5, 2026 at 10:00 AM PST via Microsoft Team

I. WELCOME / INTRODUCTIONS: Arshjot Dhami

Arshjot Dhami, Contracts Administrator II
Jesse Petty, Project Manager
Landon Melina, Program Analyst
Osinachi Nnaji, Contracts Administrator I

Until Contract Award, all communication, written or verbal, regarding this Invitation for Bid **MUST** be addressed to Arshjot Dhami. Contact Information is page 4 of IFB.

II. SBE REQUIREMENTS: Landon Medina

A. There is no goal established for this Contract.

III. INVITATION FOR BID INSTRUCTIONS: Arshjot Dhami

A. Award is based on a firm fixed price Five (5) year term + Two (2) additional one (1) year options from date of award by VTA. Bidders must provide pricing for Five (5) years + Two (2) additional one (1) year options as shown in 'Bid Form 1-B: SCHEDULE OF PRICES AND ESTIMATED QUANTITIES' (Attached) in ProcureNow . **ALL costs of any nature whatsoever that are part of this bid must be included on these pages to be considered part of the bid. Any deviation or exception may render the bid non-responsive.**

B. A complete bid package will include the following:

- BID FORM 1-A: BIDDER ACKNOWLEDGEMENT OF ADDEND
- BID FORM 1-B: SCHEDULE OF PRICES AND ESTIMATED QUANTITIES (Attached)
- BID FORM 2-A
- BID FORM 2-B
- BID FORM 2-C
- BIDDER'S SIGNATURE PAGE
- BIDDER'S QUESTIONNAIRE: EXHIBIT O
- QUALITY ASSURANCE AND WARRANTY PROGRAM SUBMITTALS
 - Due no later than Notice to Proceed plus 15 working days.
- INSURANCE AND INDEMNITY REQUIREMENTS
 - Due before awarded contract signing.

C. Bid Form Overview:

Make sure all items under are filled out.

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D. Due Date is 2:00 PM PT on Thursday, February 26, 2026
Late bids will not be accepted.

**** We are not accepting physical bid. Please submit it via OpenGov.**

IV. SCOPE OF WORK: Jesse Petty

- A. General Overview of the requirement
- B. Scope of Work
- C. Invoicing

...TIME FOR QUESTIONS REGARDING THIS SECTION

Place your questions in the comments section and we will address to answer these questions once the pre-bid conference is over via OpenGov in the Question & Answer tab. We will issue an addendum with the answer to the questions.

V. CLOSING REMARKS: Arshjot Dhami

- A. Reminder about channel of communication
- B. Reminder about Due Dates:

Questions Submission Deadline: February 12, 2026 by 5:00 PM PST
Bid Submission Deadline: February 26, 2026 by 2:00 PM PST