



**Hi-Noon Petroleum, Inc.**

P.O. Box 7578 • 1101 S. Sixth Street West  
Missoula, MT 59807

(406) 532-0384  
Fax (406) 532-0387



**August 17, 2022**

Proposal for Vended Fuel Contract  
Attn: Scot Colwell, Fleet Manager  
City Clerk's Office  
435 Ryman St. Missoula, Montana 59802-4297

Dear Mr. Colwell,

We appreciate the opportunity to present our unique qualifications and ongoing commitment to be the fuel supplier for the City of Missoula. As you know, we have a proven track record of providing fuel to the City for decades. We have developed and fine-tuned the process to meet or exceed all the requirements for access to monthly tracking and reporting for all fuel purchases made by the City. Hi-Noon is a locally owned and operated company with over 45 years in the wholesale and retail fuel business. We also own and operate the Noon's stores that are well known in the community as a solid family business and community partner. Please see the attached information as requested in your CSP and let us know if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dirk N. Cooper".

**Dirk N. Cooper, President**

**Hi-Noon Petroleum, Inc./Noon's Food Stores**

1101 S. 6<sup>th</sup> Street W.

Missoula, Montana 59801

406.532.0384

dirk@noons.com

## CITY OF MISSOULA FUEL BID

**Supplier:** Hi-Noon Petroleum  
1101 S. 6<sup>th</sup> St. W.  
Missoula, MT 59801

**Fueling System:** Hi-Noon Petroleum will provide the City with the Wright Express (WEX) fleet fueling program, providing PIN based cards. WEX cards are accepted at over 95% of the retail fueling sites throughout the United States.

### **Noon's Food Stores Fueling Sites**

**Noon's Food Stores #426** – 1250 39<sup>th</sup> St.

Products available – gas and diesel

# of gas hoses – 12

# of diesel hoses - 8

C-store open 6 am to 11 pm Sunday to Wednesday; 6 am to 2 am Thursday to Saturday.

All Pumps available 24 hours for card transactions

**Noon's Food Stores #457** – 540 E. Broadway

Products available – gas and diesel

# of gas hoses – 8

# of diesel hoses - 4

C-store open 6 am to 11 pm Sunday to Wednesday; 6 am to 2 am Thursday to Saturday.

All Pumps available 24 hours for card transactions.

**Noon's Food Stores #470** – 1605 S. Russell

Products available – gas and diesel

# of gas hoses – 8

# of diesel hoses - 4

C-store open 6 am to 11 pm Sunday to Wednesday; 6 am to 2 am Thursday to Saturday.

All Pumps available 24 hours for card transactions.

95% of retail fueling sites in Missoula and the surrounding area accept the Wright Express card. The offered discount will not be available at locations other than Noon's Food Stores.

**Hi-Noon Petroleum currently does not offer any alternative fuels, including biodiesel.**

**In the event of an emergency, where power is lost for an extended period, Noon's Food Stores #470 is set up to service the City, via generator or bulk fuel truck.**

Fuel will be discounted at the following rate for both gasoline and diesel:

**Current posted retail price less 3.5%.**

As requested for the period of November 17 -19, 2021, the following information shows the discounted purchase price for 30 gallons of gasoline and 30 gallons of diesel fuel:

Nov 17 <sup>th</sup> – <b>gasoline.</b> 10 gallons purchased.		
Posted retail price \$3.459/gallon	\$34.59	(\$3.459 X 10)
Less Federal Excise Tax \$.184/gallon	-\$ 1.84	(\$0.184 X 10)
Less Hi-Noon Petroleum 3.5% discount	-\$ 1.21	(\$34.59 X .035)
<b>Net purchase price</b>	<b>\$31.54</b>	
Nov 17 <sup>th</sup> – <b>diesel fuel.</b> 10 gallons purchased.		
Posted retail price \$3.749 gallon	\$37.49	(\$3.749 X 10)
Less Federal Excise Diesel Tax \$.244/gallon	-\$2.44	(\$0.244 X 10)
Less Hi-Noon Petroleum 3.5% discount	-\$1.31	(\$37.49 X .035)
<b>Net purchase price</b>	<b>\$33.74</b>	
Nov 18 <sup>th</sup> – <b>gasoline.</b> 10 gallons purchased.		
Posted retail price \$3.459/gallon	\$34.59	(\$3.459 X 10)
Less Federal Excise Tax \$.184/gallon	-\$ 1.84	(\$0.184 X 10)
Less Hi-Noon Petroleum 3.5% discount	-\$ 1.21	(\$34.59 X .035)
<b>Net purchase price</b>	<b>\$31.54</b>	
Nov 18 <sup>th</sup> – <b>diesel fuel.</b> 10 gallons purchased.		
Posted retail price \$3.749 gallon	\$37.49	(\$3.749 X 10)
Less Federal Excise Diesel Tax \$.244/gallon	-\$2.44	(\$0.244 X 10)
Less Hi-Noon Petroleum 3.5% discount	-\$1.31	(\$37.49 X .035)
<b>Net purchase price</b>	<b>\$33.74</b>	
Nov 19 <sup>th</sup> – <b>gasoline.</b> 10 gallons purchased.		
Posted retail price \$3.459/gallon	\$34.59	(\$3.459 X 10)
Less Federal Excise Tax \$.184/gallon	-\$ 1.84	(\$0.184 X 10)
Less Hi-Noon Petroleum 3.5% discount	-\$ 1.21	(\$34.59 X .035)
<b>Net purchase price</b>	<b>\$31.54</b>	
Nov 19 <sup>th</sup> – <b>diesel fuel.</b> 10 gallons purchased.		
Posted retail price \$3.699 gallon	\$36.99	(\$3.699 X 10)
Less Federal Excise Diesel Tax \$.244/gallon	-\$2.44	(\$0.244 X 10)
Less Hi-Noon Petroleum 3.5% discount	-\$1.29	(\$36.99 X .035)
<b>Total purchase price</b>	<b>\$33.26</b>	



Total purchase price for these three days would be \$94.62 for unleaded and \$100.74 for diesel. Retail prices can be verified through Hi-Noon's price surveys that are emailed to the City when there is any official change in retail prices at Noon's.

One advantage with the Hi-Noon WEX fleet fueling program is the waiver of the \$2.00 card origination fee, and there is no charge for establishing PIN numbers. There is a \$2.00 charge to replace lost or damaged fuel cards. If a card replacement needs to be shipped on an "overnight" basis, there is a charge of \$22.50 per order. Also, Hi-Noon Petroleum has established special parameters for the City account. It is protected from suspension to avoid paying an assessed late fee.

Hi-Noon Petroleum strives to surpass our customer's expectations. Hi-Noon has serviced the City of Missoula for the past 31 years. Hi-Noon currently maintains the City on the complete WEX fueling program, including all PIN numbers, fuel cards, and vehicle history on file. In staying under the current Hi-Noon program, the City will not have to re-create a new system, including issuing new cards, new vehicle information, and establishing new credit information. You will find our locations to be neat, clean, and well stocked with supplies for our customers. Our three Noon's Food Stores have added cellular backup technology to avoid downtime of card processing in the event of failure of our broadband internet connection. We have also upgraded our internet equipment for faster processing speeds and have made significant investments to increase network security.

**Scope of Project Information:**

- 1) WEX will continue to issue and maintain the requested approximately 700 PIN numbers and more if necessary.
- 2) WEX currently maintains fuel cards for the City fleet and has the ability to maintain the request approximately 650 of fuel cards with covers and more if necessary. Fuel cards can be grouped by department, referencing vehicle description, unit number, or department name.
- 3) As Sinclair Oil's largest distributor in Montana, supply of oxygenated unleaded gasoline is available year-round that is a blend of 10% ethanol and 90% conventional unleaded for all grades of unleaded fuel. Hi-Noon will provide approximately 150,000 gallons of unleaded regular fuel to the City.
- 4) With 3 locations spread across Missoula, Noon's Food Stores are conveniently located to effectively service the City of Missoula's fleet of vehicles for unleaded gasoline.
- 5) As Sinclair Oil's largest distributor in Montana, supply of diesel fuel is assured. Hi-Noon will be able to provide 90,000 gallons of diesel fuel.
- 6) With 3 locations spread across Missoula, Noon's Food Stores are conveniently located to effectively service the City of Missoula's fleet of vehicles for diesel fuel.
- 7) All fueling cards can be given individual daily limits
- 8) Fuel bills are sent out monthly from Wright Express. Hi-Noon Petroleum sorts the monthly statement by department and prepares a summary breakdown for disbursement to individual department heads. The finance department is provided the summary, which enables them to track the department billing and payment.

- 9) Hi-Noon Petroleum has the available resources and infrastructure to maintain an uninterrupted supply of fuel for the City's needs.
- 10) All 3 Noon's Food Stores maintain adequate fueling nozzles to assure immediate fueling.
- 11) Hi-Noon Petroleum prides itself on providing quality fuels. We maintain no less than an 87 octane of gasoline and treat our diesel fuel with additive in the winter months as not to have any issues with gelling.
- 12) Noon's Food Stores maintain our fuel lines, dispensers, and fuel tanks to always provide clean fuel, free of debris and moisture in accordance with DEQ specifications.
- 13) All Noon's Food Stores fueling sites comply with ADA (American Disabilities Act) rules and regulations.
- 14) Hi-Noon Petroleum provides oxygenated (ethanol blended) unleaded gasoline year-round to improve our local air quality and comply with local, state, and federal regulatory agencies, as they apply to the City of Missoula.
- 15) In the event of an emergency where power is lost for an extended period, Noon's Food Stores #470 is set up to service the City via generator or bulk fuel truck.
- 16) All Noon's Food Stores' fueling sites are well lit, and have available steps, ladders, and other materials required by fleets.
- 17) All Noon's Food Stores' fueling sites are well stocked with cleaning supplies, towels, trash dispensers, oil checking materials, as well clean and well-maintained lots.
- 18) Compressed air, gauges and air chucks are available at all Noon's Food Stores fueling sites.
- 19) Currently, Noon's Food Stores fueling sites do not offer alternative fuels such as biodiesel, propane, or natural gas.
- 20) WEX, on behalf of Hi-Noon Petroleum, will provide a daily ASCI file containing all the fueling data and transactions for the Vehicle Maintenance Division.
- 21) The daily ASCI file will contain all the required information as requested by the City.
- 22) WEX, on behalf of Hi-Noon Petroleum, will maintain the necessary federal procedures to insure the City is exempt from Federal Excise Tax.
- 23) No billing will include Federal Excise tax. If the City is charged Federal Excise Tax, the City will be credited back for that inadvertent inclusion of the tax on the next monthly invoice.
- 24) The City of Missoula will not be charged for unverifiable purchases.
- 25) Under the terms of the agreement, the City of Missoula will not be charged for any freight or surcharges, with the exception of pre-approved emergency situations.

**References:**

**City of Missoula**  
435 Ryman Street  
Missoula, MT 59802  
Contact: Scot Colwell  
406-552-6387