

Request for Proposal



Issue Date:	06/06/2025	Anticipated Award:	07/04/2025
Title:	Fuel	Project Location:	Hancock County, WV Harrison County, OH
Project(s):	300151 - TriState	Type of Agreement:	Firm lump sum Not to exceed
Prime Contract(s):	Cooperative Agreement Number DE-FE0032441 CFDA 81.089	Proposal Validity:	90 DAYS (Shorter validity period will be considered if a brief explanation is included in the proposal)
Proposal due by : 06/20/2025 12:00 PM CST			

NOTICE: This procurement is subject to the requirements of **2 C.F.R. § 200** (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards). All Proponents must comply with applicable federal regulations.

1. PROCESS INFORMATION

Request: Projeo Corporation invites your organization to submit a written proposal based on the statement of work in Attachment 1 and the requirements herein. All proposals must be compliant with this Request for Proposal (RFP) and the documents referenced and attached. Projeo reserves the right to amend or cancel this RFP, at any time prior to the submission deadline. Projeo also reserves the right to make a partial award, or to make no award if it determines that such action is in the best interest for the project. Any changes will be communicated in writing to all proponents.

Confidentiality: All information provided in this RFP is confidential and proprietary to Projeo Corporation. Proponents shall not disclose any information contained herein to third parties without prior written consent from Projeo.

Terms and Conditions: The Terms and Conditions are included in Attachment 3. All Proponents must explicitly state any exceptions to the attached Terms and Conditions in the proponent reply form in Attachment 2 of this invitation. Prime contract flow-down provisions are provided in Attachment 4 and are part of the agreement. Unacceptable, unreasonable, or inability to arrive at mutually acceptable terms and conditions may result in rejection of the proposal without further discussion.

Proposal Costs: Any effort and costs or expenses incurred by you because of the RFP shall be your sole responsibility. There is no obligation for Projeo to cover any costs incurred or to make any purchase order awarded because of this Request for Quotation. The pricing quoted is to be firm for ninety (90) days from the date of quotation. Offers with a shorter validity period will be considered. However, if you are unable to provide the full 90 days validity, please include a brief explanation in your proposal.

Davis Bacon Act: This project is funded under Division D of the Bipartisan Infrastructure Law (BIL). All laborers and mechanics employed by contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$2,000 shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of Chapter 31 of Title 40, United States Code commonly referred to as the "Davis-Bacon Act" (DBA).

Evaluation Criteria and Right to Reject: Projeo Corporation reserves the right to reject any bids or to request additional information. Bids will be evaluated based on safety, cost, experience, technical/management approach, and availability. The selection criteria are included in Section 5.

Cost Structuring Requirements: Except as otherwise expressly provided herein, contractor shall supply all adequate and competent labor, supervision, tools, equipment, installed and consumable materials, services, and testing devices for the completion of the construction package as described within this document and RFP package. The proposal should include unit pricing for any services, materials, transport, fees, and other items which may be necessary for proponent to complete the work scope, including applicable Taxes. Unless specific exceptions are taken to these specifications, Projeo Corporation will require quoted packages to comply with the complete RFP package.

Insurance Requirements: Projeo requires the proponent to carry appropriate insurance for the scope of work described. Copies of insurance certificates, although not requested at this time, will be required prior to issuance of a purchase order for services. The

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successful contractor may be required to list Projeo Corporation's client as additional insured on their insurance certificate. The following minimum insurance coverage will be required of all contractors and suppliers of onsite services during this project:

Workers Comp. / Employer's Liability	\$1,000,000 per accident	\$1,000,000 Aggregate
Commercial General Liability	\$3,000,000 per occurrence	\$3,000,000 Aggregate
Automotive Liability	\$3,000,000 Bodily Injury Per Occurrence	\$3,000,000 Property Damage Per Occurrence
Excess/Umbrella	\$3,000,000	\$3,000,000 Aggregate

Invoicing and Payment Terms: Timely invoicing will be required. Payment terms will be NET-60.

Health, Safety, and Environment: Contractor should comply with applicable regulations and industry standards. Best industry practices shall be used to assure the health and safety of individuals and the protection of the environment. Contractor shall conduct the work in a safe manner, take all reasonable measures to protect the health and safety of all workers and members of the public, immediately rectify all known unsafe situations or potential hazards, and strictly comply with policies and applicable laws (including reporting requirements).

Conflict of Interest and Gratuities: By acknowledgement of response to this RFP, you certify that no gratuities were offered by your organization or solicited by Projeo either directly or indirectly.

Questions and Submissions: Questions and proposals must be submitted to Projeo Corporation on or before the due date to purchasing@projeo.com. Questions regarding this RFP will only be accepted in writing, via email. The deadline for question submittal is presented in the schedule below. No questions will be accepted after the deadline. If written questions are submitted, an addendum will be provided (via email) to all competing bidders.

Schedule:

All work shall be performed based on the following schedule.

1. June 06, 2025 Invitation to Bid
2. June 11, 2025 All Bid Questions Due – 12:00pm CST
3. June 16, 2025 Clarifications Issued to Bidders
4. **June 20, 2025 Proposals Due – 12:00pm CST**
5. July 4, 2025 Anticipated Award Contract

2. PROPOSAL REQUIREMENTS

Proponents are required to submit a complete proposal including the following:

Technical Proposal

1. Company overview and experience – Brief summary of company history, ownership, and experience with similar projects.
2. References from similar projects – Contact details and project summaries for 2–3 recent comparable projects, ideally in the same region.
3. Detailed equipment specifications – Include the following as attachments:
 - Refueling equipment – Include dimensions of equipment to be used, including but not limited to road/space requirements and load capacity.
4. All inspections and certifications should be supplied with the proposal.
5. Crew qualifications, certifications, and experience – Outline size and role of crew members for fueling. (Attachment 5)
 - Include anticipated call out time for crew and equipment to well pad and hours available for service.
6. Safety program details and incident record – Summary of the company's safety program, key initiatives, and incident statistics for the past 3 years (TRIR, LTIR, near misses, OSHA 300, EMR etc.).
7. Proposed project schedule.
8. Completed RFP Questionnaire form (Attachment 2)

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Commercial proposal

1. Rates – Provide a firm lump sum cost not to be exceeded including applicable taxes for service:
 - Firm lump sum not to be exceeded for call out to/from well pad – to include any fees associated with mileage and/or crew charge
 - Firm lump sum not to be exceeded for operational hourly rate for refueling service
 - Firm lump sum not to be exceeded for \$ / gallon diesel fuel; discounted from the EIA on-highway PADD-2 diesel fuel price (https://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_r20_w.htm)
2. Equipment rental rates – If any equipment or service will be billed separately (outside the hourly, call out or fuel rate), submit a detailed rate sheet outlining rental costs for each item or service.
3. Signed Debarment Certification form (Attachment 6)

Proposals or rates based on cost-plus, time and materials, or any other reimbursable pricing structures will not be considered. Proponents must submit firm fixed-price proposals.

3. SUBMISSION AND RECEIPT OF PROPOSALS

The proposal must be submitted electronically to purchasing@projeo.com

- The subject line must include: “RFP [TITLE] – [COMPANY NAME] - [DATE]”. All attachments must be clearly labeled
- Maximum file size: 15MB (send multiple emails if necessary)
- Accepted formats: PDF, Microsoft Word, Microsoft Excel

Proposal Changes: If an offeror proposes any changes or modifications to the requirements, scope, or terms outlined in this RFP, these must be clearly identified and justified in a separate section of the proposal. All proposals shall be in U.S. dollars.

4. LABOR BY CONTRACTOR

The proposal shall include all labor costs associated with the proposed work.

5. SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

Criteria	Weight (%)
Qualifications & Experience	20
Technical Approach	0
Cost	30
Schedule	20
HSE	25
Other considerations (Innovation, stewardship, relationships, local hiring)	5

6. ATTACHMENT LIST

1. Scope of Work
2. RFP Questionnaire Form
3. Terms and Conditions
4. Prime Contract Flow Down Provisions
5. Proposed Staff Form
6. Debarment Certification Form
7. Wage Determination Ohio
8. Wage Determination West Virginia

Attachment 1

Scope of Work

OVERVIEW

Projeo plans to drill two vertical, stratigraphic test wells, one in Hancock County, WV and the other in Harrison County, OH - during Q3 and Q4 2025, with potential for operations to extend into Q1 2026. The wells are expected to be drilled consecutively, starting in Hancock County and continuing in Harrison County. The drilling campaign will support a broader subsurface characterization effort under the U.S. Department of Energy funded CarbonSAFE project.

PROJECT LOCATION

- Hancock County, West Virginia – 40.553713°, -80.590347°
- Harrison County, Ohio – 40.219354°, -80.949186°

PROJECT SCOPE

Bidders are requested to refuel equipment located on well pads throughout the duration of the project.

EQUIPMENT & SERVICES REQUESTED

Vendor to provide and deliver off-road diesel fuel to the two described wellsites as requested by Projeo. Vendor will be required to fuel multiple pieces of equipment at the wellsite on each delivery. Proposal should be priced as a discount in \$ / gallon to the EIA on-highway PADD-2 diesel fuel price found here: "https://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_r20_w.htm". Vendor to identify dispatch location from which all deliveries will be made.

Note: Projeo encourages the bidder to detail any services / equipment that may enhance efficiency, safety, or provide additional value to the project that may not be listed above.

WORK SCHEDULE

Contractor should provide details regarding operating hours and anticipated call out time required for service at each well pad.

GENERAL REQUIREMENTS

- The successful bidder will function as the contractor for all work specified and shall be responsible for all supervision, scheduling of work, quality of the equipment and workmanship, permits and compliance with all applicable laws, codes, and ordinances.
- The contractor shall provide all equipment and personnel as required to provide their services.
- Use of any subcontractors to provide assigned services shall be subject to the written approval of Projeo Corporation.
- The contractor shall provide equipment that meets industry standards and requirements. Additional requirements in accordance with the operations program may be required and will be discussed at the award phase.
- Any operational downtime as a result of maintenance and/or repair time, due to contractor equipment related issues will result in non-billable downtime and be pro-rated as a deduction from the hourly operational lump sum. Downtime will be rounded up to the nearest 0.25 hour.
- If one hour has passed from agreed and scheduled time for vendor to arrive on location, downtime will be recorded and result in a non-billable deduction prorated from the hourly operational lump sum.
- Responsible for maintaining appropriate communication throughout operation for proper execution and to meet the objectives. This communication includes but is not limited to:

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- Coordination with Projeo field representatives i.e., well site supervisor and project engineer.
- Provide a daily field ticket with summary of work and cost breakdown to the Projeo field representative. For Projeo accounting to process invoices, each field ticket must be stamped or signed by the Projeo field representative. Invoices submitted without an attached, signed field ticket will not be accepted and returned.

SAFETY AND TRAINING REQUIREMENTS

- The contractor shall follow all Tenaska, Projeo, U.S. Department of Energy, and industry applicable procedures for safe work practices at all times.
- The work performed shall meet all local, state, and national code requirements and all governing industry and regulatory codes.
- All personnel shall wear appropriate PPE to be supplied by the contractor.
- All operations shall be conducted in a manner to protect against harm or damage to life, property, and natural resources.
- Daily Pre-job briefings, Job Safety Analysis (JSA), and safety toolbox meetings shall be conducted by the contractor.
 - Should be able to provide a copy of internal daily meetings, JSA, permits and safety toolbox meeting if required.
- All activities shall be performed under the direct supervision of Projeo Corporation representative.
- All contractor personnel onsite should be appropriately trained by the contractor.
- Contractor shall ensure that all contractor personnel are aware of the site safety requirements, emergency response plans, and evacuation plans.

ASSUMPTIONS AND CLARIFICATIONS

- The contractor is responsible for demobilizing any and all rented equipment, if applicable, within two weeks of the end of the project. The project end will be communicated by the Projeo field representative via email. The vendor will be liable for additional costs incurred due to delays in equipment demobilization.

Attachment 2

RFP Questionnaire Form

1. What are your organization's core values?
2. How does your organization value health & safety?
3. How does your product/service create an environmental impact?
4. How does your organization value stewardship?
5. What is your experience working in the carbon capture and underground storage industry?
6. What is your experience working with industrial facilities?
7. How does your product/service differentiate you from others?
8. How do you manage and retain key personnel crucial for a project like this?

9. List any previous experiences with similar projects?

10. How would you manage social responsibility for this project?

11. Please list any exceptions or deviations to the RFP requirements, terms and conditions, or any requirement:

12. Confirm acceptance to contract flow downs: ☐Yes ☐No

13. If applicable, please list all subcontractors you plan to use to provide the service (Company name and service):

14. Please provide the Cybersecurity Point of Contact and Documentation:

15. Provide your Unique Entity ID (UEI) number:

CERTIFICATION

By submitting this form, I certify that:

1. I have thoroughly reviewed, fully understood, and accepted all requirements, terms and conditions set forth in this request for proposal (RFP) and the documents referenced and attached. I further acknowledge that my submission constitutes a binding offer and agrees to be fully bound by all provisions contained therein without exception, unless explicitly stated otherwise in the proposal.
2. The information provided in the proposal is accurate and complete to the best of our knowledge.
3. All aspects of this proposal will remain confidential and will not be disclosed to unauthorized parties.
4. Any misrepresentations or false statements contained in this submission may result in immediate disqualification.

Company Name: _____

Authorized representative Name: _____

Authorized Representative Title: _____

Authorized Representative Signature: _____

Date: _____

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