



Date: June 27, 2023
To: All Vendors
Subject: Addendum #1

REFERENCE: B048-23 Annual Supply of Fuel

This Addendum forms part of the contract and clarifies, corrects or modifies original bid document.

Question 1: I see the note that tanks are aboveground, can you please specify if pumps are required for delivery?

Answer 1: Yes, there is a connection valve on the side of the tanks where fuel is pumped into the tanks.

Question 2: What are the terms and forms of payment?

Answer 2: Brownsville PUB payment terms are Net 30, however, as noted on the Cost Sheet and on Page 6, Cash Discounts, BPUB will take these into consideration during evaluation of bid responses. BPUB pays via ACH, see Page 4, Vendor ACH (Direct Deposit) Services.

Question 3: Can previous bid tabulations be provided?

Answer 3: Previous bid tabulations will need to be requested through OpenRecords@brownsville-pub.com.

Question 4: Can invoice and BOL examples please be provided from the previous contract/awardee?

Answer 4: Invoices and BOL examples can be requested through OpenRecords@brownsville-pub.com.

Question 5: Who was this previously awarded to?

Answer 5: The previous Annual Supply of Fuel was awarded to Oil Patch Fuel & Supply.

Question 6: For emergency situations there is a note that portable tanks will be allocated to different locations, can you please clarify if these tanks will need to be provided by the awarded vendor or will they be provided by Brownsville PUB?

Answer 6: Brownsville PUB will provide the tanks.

Question 7: How often is fuel delivered to the generators?

Answer 7: Fuel is delivered to the generators depending on the need; however, for the most part, it is usually 2 to 3 times per year.

Question 8: Can you please clarify the pricing structure of this bid, is it OPIS Daily low, average or high?

Answer 8: Pricing shall be based on the escalation/de-escalation cost based on **the average of** OPIS Pad 3 #598 Brownsville, TX, 1:00 AM to 2:00 PM closing price on the day the release is received at Brownsville PUB.

Question 9: Are any additives required?

Answer 9: No additives are required.

Question 10: When this bid is taken to the board 8/31 will it be officially awarded that day? How will vendors be notified of the decision?

Answer 10: Tentatively, the bid will be taken to the Brownsville PUB Board of Directors on August 14, 2023. Brownsville PUB Purchasing Department will notify the vendor after Brownsville PUB Board approval.

Question 11: What date was requested for pricing on the previous bid? For example, this time around 6/10 is being requested.

Answer 11: The last bid was advertised on May 30, 2021 and was due on June 16, 2021. This year, the bid was advertised on June 18, 2023 and is due on July 12, 2023. Term of this year's annual fuel supply will be from September 1, 2023 to August 31, 2024.

The signature of the company agent, for the acknowledgement of this addendum, shall be required. **Complete information below and return via e-mail to: dsolitaire@brownsville-pub.com.**

I hereby acknowledge receipt of this addendum.

Company: _____

Agent Name: _____

Agent Signature: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone Number: _____ **E-mail address:** _____

If you have any further questions about the Bid, call 956-983-6310 or 956-983-6366.

BY: *Diane Solitaire*
Purchasing