



**CITY OF WACO**

**Purchasing Services**  
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[www.waco-texas.com](http://www.waco-texas.com)

Date: 1-24-2012  
RFB No: **2012-008**  
Commodity: **Unleaded Fuel**  
Buyer: **Mr. Jody Copp**

**Closing Time: 2:00 P.M. CST, January 27, 2012**  
**Opening Time: 2:01 P.M. CST, January 27, 2012**

Bid Opening Location: Operations Center, Purchasing Services Office, 1415 N. 4<sup>th</sup> St.,  
Waco, TX 76707

**Addendum No: 2**

The above-mentioned Bid invitation has been changed in the following manner. **Sign and return addendum to the Purchasing Office by the closing time and date with your RFB response.** Returning this page signed by your authorized agent will serve to acknowledge this change. All other requirements of the invitation remain unchanged. If you have any questions, please call or stop by the Purchasing Office at the above address.

- 1. See Attachment 1 with questions and answers from the 1/20/12 prebid meeting or questions that were submitted in writing before the 1/20/12 technical questions deadline by potential bidders.**

Firm: \_\_\_\_\_

Address \_\_\_\_\_

Signature of Person  
Authorized to Sign Bid: \_\_\_\_\_

Signor's Name and Title  
(print or type): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

## ATTACHMENT 1

- 1.) **Does your current supplier meet your DBE goals?** – Yes. The current provider declared themselves to be a DBE.
- 2.) **If possible, we would like to receive a copy of one invoice for gasoline. This would give us the ability to see what taxes and fees are separate line items and which are included in the unit pricing.** – An Open Records Request would need to be submitted in writing to the City, in order to obtain copies of invoices. Such requests for such copies received so far have been forwarded to the City’s Legal Department.
- 3.) **What documents should be submitted with the pricing pages for the bid to be considered responsive?** – The official bid forms and any forms that are marked “COMPLETED FORM MUST BE RETURNED WITH YOUR BID” at the bottom of the page.
- 4.) **How many gallons are ordered, on average, for each delivery?** – 7500
- 5.) **Would you consider a firm fixed price? If not, why?** – No. This would not be in the City’s best interest.
- 6.) **Have any addenda or corrections been released?** – Addenda 1 was released on 01/21/12. This is Addenda 2.
- 7.) **What are your payment terms?** – Please refer to 4.0 of the revised Official Bid Sheet.
- 8.) **Should vendors include any taxes or fees in their bid margin?** – These should be listed separately on the revised Official Bid Sheet provided in Addendum 1.
- 9.) **Should vendors base their pricing on the OPIS Waco Daily Average posting or OPIS Waco Daily Low posting?** – OPIS Waco Daily Average for unbranded fuel.
- 10.) **Must vendors bid on all delivery sites to be considered responsive?** – Yes
- 11.) **Will you order split deliveries between different locations?** – It is preferred to avoid splitting deliveries, but it is sometimes unavoidable.
- 12.) **What DBE is your current vendor using?** - The current provider declared themselves to be a DBE.
- 13.) **What is the DBE % requirement?** – Please refer to item #18 on page 19 of the Request for Bids package.
- 14.) **What if the terminal of reference does not have fuel available?** – The selected vendor must provide fuel from the terminal of reference as long as fuel is available. If it is not available, the vendor must prove the lack of availability to the City and proceed to the next lowest priced terminal.
- 15.) **Is rack pricing based on net or gross?** – Net gallons