



## INVITATION FOR BIDS

Purchase and Delivery of Bulk Fuel  
PW 21-023

### Addendum No. 1

Date: October 26, 2020

From: Jill Lin, Senior Buyer

Subject: Addendum No. 1 to Solicitation No. PW 21-023

Bid Deadline: November 3, 2020 5:00 p.m. (local time, Phoenix, Arizona)

### **PURPOSE**

This Addendum forms a part of the Contract and clarifies, corrects, or modifies the original Invitation for Bids document prepared by the City of Avondale. Acknowledge receipt of this Addendum in the space provided on the attached “Acknowledgment of Addenda Received” form; this acknowledgement must accompany the submitted bid. Failure to do so may subject the bidder to disqualification.

This Addendum No. 1 consists of Questions & Clarifications as of 10/26/2020:

Question 1. Will all responsive, qualified vendors be invited to send out daily spot quotes?

Answer The awarded vendors are responsible to submit quotations on daily or weekly basis per Exhibit A - Scope of Work section 4 and Exhibit B - Price Sheet. Our intent is to establish multiple contracts to receive quotations from contractors and place an order when we need fuel with the contractor who offer the lowest price.

Question 2. What is the name of the current incumbent(s)?

Answer Pro Petroleum and Senergy Petroleum

Question 3. May I please get a bid tabulation from the last award?

Answer We utilize the State Contracts ADSPO13-037523 and ADSPO17-189395.

- Question 4. May I please get a copy of a current Unleaded Invoice?  
Answer Please see Exhibit 1.
- Question 5. May I please get a copy of the most recent unleaded bill of lading?  
Answer Please see Exhibit 1.
- Question 6. May I please get a copy of the most recent diesel invoice?  
Answer Please see Exhibit 1.
- Question 7. May I please get a copy of the most recent diesel bill of lading?  
Answer Please see Exhibit 1.
- Question 8. How many gallons does the City consider a “partial load”?  
Answer 2,500 to 5,000 gallons.
- Question 9. What is the City’s payment terms?  
Answer Our standard payment term is Net 30.
- Question 10. What is the tank(s) size?  
Answer 32,000 gallons each diesel & gasoline
- Question 11. Since questions are not scheduled to be answered until 5 business days after the questions closing date (which is the day the bid is due) can you please push out the due date of the bid?  
Answer No.
- Question 12. *“The City shall reasonably rely upon the certificates of insurance and declaration page(s) of the insurance policies as evidence of coverage”* We cannot provide them the declaration of the policy but, can issue a certificate of insurance. Is this acceptable?  
Answer Acceptable.
- Question 13. *“Additionally, certificates of insurance and declaration page(s) of the insurance policies submitted without referencing this Contract will be subject to rejection and may be returned or discarded.”* Cannot provide them the declaration of the policy but, can issue a certificate of insurance. Is this acceptable?

Answer Acceptable.

Question 14. Professional Liability required if any professional service or work – No coverage; Is this OK? We are told it does not apply to our services.

Answer Yes, it's ok.

Question 15. When will tabulations be released after the opening? What are the anticipated contract start and end dates? When is the anticipated award date? Will tabulations be provided for each requested quote? Will the award be decided at a board meeting? If so when is the first meeting after the opening? May we be provided with a list of bidders invited to bid? How large are the tanks at your site? Are any special fittings or extra lengths of hose required for trucks to deliver to your tanks? How often do you order fuel as split deliveries of gas and diesel? Can you do better than 30 days on the payment of invoices? IE net 10 or net 20 Have any addenda been released for this bid? What is the average order size for the partial loads?

Answer The tabulation will be released after the award is approved by City Manager. Contract is anticipated to start before December 1, 2020. We estimated the contract to be fully executed during the 2nd or 3rd week of November. Contractor may request for the tabulation for each request. City Council approval is not required for the award. This solicitation is posted on Vendor Registry and it's available for the public, not an invitation only bid. Please see Addendum No. 1 for the tank size. Contractors are responsible for bring their own hose and fitting necessary for the delivery, we need a long VAPOR hose of about 25-30 feet and a plunger style female connection for vapor. We order fuels two out of three weeks. We accept Net 30. We have not order partial loads so far.

**EXHIBIT 1 INVOICES AND BILL OF LADING**



**BILL OF LADING  
OR  
DELIVERY TICKET**

RECEIVED, THE PROPERTY DESCRIBED BELOW, IN APPARENT GOOD ORDER WHICH SAID TRANSPORTATION COMPANY (THE WORD "COMPANY" BEING UNDERSTOOD AS INCLUDING ANY PERSON OR CORPORATION IN POSSESSION OF THE PROPERTY) AGREES TO TRANSPORT AND DELIVER TO CONSIGNEE AT HIS USUAL PLACE OF DELIVERY (IF ON ITS OWN LINE OR ROUTE), OTHERWISE TO DELIVER TO ANOTHER CARRIER ON THE ROUTE TO SAID DESTINATION. IT IS MUTUALLY AGREED THAT THE TRANSPORTATION SERVICES HEREUNDER ARE SUBJECT TO ALL THE PRINTED TERMS AND CONDITIONS NOT PROHIBITED BY LAW, OF THE "TRANSPORTATION COMPANY'S" UNIFORM BILL OF LADING. "CONTRACT" OR "ANYWHERE-FOR-HIRE" SERVICES WILL BE SUBJECT TO THE TERMS AND CONDITIONS OF THE CONTRACT, SERVICE ORDER OR ANOTHER AGREEMENT EXECUTED OR AGREED TO BETWEEN PARTIES HERETO WHEN NOT IN CONTRAVENTION OF ANY EXISTING LAW. WHEN MOVEMENT IS IN A VEHICLE OPERATED BY SHIPPER, OR OWNER OF PRODUCT, THIS DOCUMENT SERVES ONLY AS A RECEIPT FOR PRODUCT LOADED.

STATE EXCISE TAX, IF ANY, ON MOTOR VEHICLE FUEL COVERED BY THIS LOADING TICKET HAS BEEN ASSUMED AND WILL BE PAID BY THE SHIPPER.

CARRIER CERTIFIES THAT THE CARGO TANK SUPPLIED FOR THIS SHIPMENT IS A PROPER CONTAINER FOR THE TRANSPORTATION OF THIS COMMODITY AND COMPLIES WITH THE DEPT. OF TRANSPORTATION SPECIFICATIONS AND REGULATIONS FOR THE TRANSPORTATION OF EXPLOSIVES AND OTHER DANGEROUS ARTICLES.

THIS IS TO CERTIFY THAT THE BELOW-NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED, AND ARE IN PROPER CONDITION FOR TRANSPORTATION, ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION.

NOTE: NET VOLUME HAS BEEN ADJUSTED TO 60 DEGREES F.

**FOR PRODUCT EMERGENCY - CALL PERS - DAY OR NIGHT 1-800-633-8253**

5162	FOR PRODUCT EMERGENCY - CALL PERS - DAY OR NIGHT 1-800-633-8253	BILL OF LADING NUMBER	4852682	Pg: 1 of 1
	West Phoenix	FOLIO NUMBER	10/006	
	408 South 43rd Avenue	ORDER NUMBER		
	Phoenix, AZ 85009	START LOAD	10/08/20 07:25	
	EPA Company ID 4535-82490	END LOAD	10/08/20 07:44	

<b>SUPPLIER</b> STOCKHOLDER 0000000001 NAME Pro Petroleum, LLC Pro Petroleum, LLC ADDRESS PO Box 6761 Phoenix, AZ, 85009 PHONE # (602)224-9700		<b>SHIP TO</b> CUSTOMER 0000000288 NAME City Of Avondale 395 E. Lower Buckeye Rd. Avondale, AZ 85323 ACCOUNT 0000000001 City Of Avondale 395 E Lower Buckeye Avondale, AZ 85323 PETROEX #	
<b>DELIVERED BY</b> CARRIER 0000001 Pro Petroleum, LLC PO Box 6761 Phoenix, AZ 85009 TRAILER 1 # T163 TRAILER 2 # 80A TRAILER 3 # PO # 3755063		<b>DRIVER</b> SIGNATURE NUMBER 00009765 Jaquez, Oscar	

HAZARDOUS WARNINGS	GALLONS
NA1993, Diesel Fuel, 3, P.G. III, 1 Cargo tank(s)	7300

**PRODUCT COMMENTS AND TOTALS**  
 15 PPM SULFUR (MAXIMUM) UNDYED ULTRA-LOW SULFUR DIESEL FUEL. FOR USE IN ALL DIESEL VEHICLES AND ENGINES. EPA ID 4535 82490.

PROD CODE	DESCRIPTION	PRESET	GROSS GALLONS	NET GALLONS	TEMP	API GRAV /COE	OCTANE
008401	#2 Diesel MV 15 ppm (ULSD)	11-01	7300	7189	91.9	37.7	.0
			7300	7189			

Pro Petroleum PO 75067 - Cost \$1.51858

Old Tank Average - 1.57502

New Tank Average - 1.5597 - 1.56

\$10,914.20

PRO PETROLEUM LLC  
PO BOX 6761  
PHOENIX, AZ 85005

Page: 1

Invoice No: 3755063  
Invoice Date: 10/08/20  
Ship Date: 10/08/20

Phone: (800) 791-4939  
Fax: (602) 240-2283

Profit Center: 100

Sold CITY OF AVONDALE  
To: MICHELLE  
395 EAST LOWER BUCKEYE RD  
AVONDALE, AZ 85323-6809

Ship Avondale City Of  
To: 395 EAST LOWER BUCKEYE RD  
AVONDALE, AZ 85323

Account No:4770829 PO No:75067 Terms: NET30  
Ship Via:PRO PETROLEUM Sales ID:225 BOL/Ship.Order:

Product Code/ Description	Quantity Shipped	Price Each	Extension
-----			
B/L Number-- 4852682			
48			
ULTRA LOW SULPHUR DIESEL	7,189.0	1.233800	8,869.79
Unit Freight On DIESEL FUELS	7,189.0	.019500	140.19
AZ EXCISE DIESEL @ .26	7,189.0	.260000	1,869.14
Federal Leaking Underground St	7,189.0	.001000	7.19
Federal Environmental Fee	7,189.0	.002140	15.38

INVOICE DUE ON 11/07/2020

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Total Amount: 10,901.69



Bill of Lading or Delivery Ticket

125 N. 53rd Avenue • Phoenix, AZ 85043

Received, subject to the classification and tariffs in effect on the date of issuance of this bill of lading, the property described hereon, consigned and destined as shown, which it is agreed will be carried to consignee's place of storage at said destination, in on carrier's highway route or routes or within the territory of its highway operations, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed that every service to be performed hereunder shall be subject to all of the conditions, not prohibited by law herein contained, and all applicable conditions prescribed for uniform straight bill of lading in National Motor Freight Classification No. A-13, MF-LC.C. No. NMF 100 supplements thereto or reissued thereof, which are hereby agreed to by the shipper and accepted for himself and his assigns.

DATE: 10/20/2020 14:02
10/20/2020 14:14

TRUCK :
TRAILER : 00852

BOL : 261527

SHIP TO (dest) : SENERGY
Address 1 :
City : VARIOUS, AZ
SHIPPER : SENERGY PETROLEUM LLC / 0077
Address 1 : 622 S 56TH AVE
City : PHOENIX, AZ 85043

PETROEX (shipto.id) : 770001
DRIVER : MERCEDES GOMEZ / 077039
CARRIER : Senergy Petroleum / 077
Address 1 : 622 S 56th Ave.
City : Phoenix, AZ 85043

Table with columns: PRODUCT CODE & DESCRIPTION, MTR, RVP, OCT, GRAV, TEMP, GROSS GALLONS, NET GALLONS. Contains 4 rows of fuel data and a TOTAL LOADED summary row.

\* FOR CHEMICAL EMERGENCY, SPILL, LEAK, FIRE, EXPOSURE, ACCIDENT \*
\* Call Infotrac - Day or Night 800-535-5053 Contract #93837 \*

Carrier certifies that the CARGO TANK supplied for the shipment is a proper container for the transportation of this commodity. By signing below, I acknowledge that if I have been injured while on terminal premises, I have notified Caljet personnel of this fact prior to leaving the terminal.

Driver Signature \_\_\_\_\_

Handwritten notes: Senergy Petroleum cost \$1,626, old tank Ave - 1,71809, New tank Ave - \$1,68775

Handwritten total: \$1,024,543



**INVOICE**

CUSTOMER SERVICE:  
602-272-6795 | 480-962-6111 | 520-571-7600

682211

1470 N Horn Street, Gilbert, AZ 85233 - Sales Office  
622 S 56th Avenue, Phoenix, AZ 85043 - Bulk Plant  
4000 E Michigan Street, Tucson, AZ 85714 - Bulk Plant  
4606 Andrews St, Ste 1, N Las Vegas, NV 89081 - Warehouse  
2560 E 16th Street, Yuma, AZ 85364 - Warehouse

Please Remit Payment To:  
SENERGY Petroleum LLC  
P.O. Box 208399  
Dallas, TX 75320-8399

DATE: 10-20-20  
ACCOUNT: 84235  
PURCHASE ORDER: 75089  
ACCOUNT EXECUTIVE: Mark Panzica (M)  
AGENT: al  
TERMS: NET 30 DAYS  
DUE DATE: 11-19-20

SOLD TO: 84235

SHIP TO: 84235

City of Avondale  
Suite#290 Accounts Payable  
11465 W Civic Center Drive  
Avondale, AZ 85323-6809

City of Avondale

395 E Lower Buckeye  
Avondale, AZ 85323

DRIVER	TRUCK	ORDER DATE	DELIVERY DATE	DELIVERY TIME	ORDERED BY	PHONE	INTERNAL USE			
67 - MERCEDES GOMEZ	8300	10-19-20	10-20-20	00:00	RUSS	(623) 333-4714	WH 3			
HM	BULK OR PKG SIZE	PRODUCT DELIVERED			WEIGHT	PACKAGES	UNITS	T	UNIT PRICE	AMOUNT
X	BULK	87 OCTANE (R+M)/2 <b>AZCBG UNLEAD87 10% ETHANOL GAS</b> AZ STATE GAS EXCISE TAX  ORIGIN: PHOENIX                      B/L: BULK PLANT  *** DELIVERY MESSAGE *** RUSS 623-333-4479 CELL 623-606-8003				6301	6301 6301	N	1.446000 0.180000 1.626000	9,111.25 1,134.18 10,245.43

OCT 21 2020

REC'D. DATE: \_\_\_\_\_

P.T.I.

OK TO PAY       CLOSE PO

P.O.#: 75089      LINE#: 7420

DIVISION APPROVAL: [Signature]

DATE: 10/20/20

DEPT. APPROVAL: \_\_\_\_\_

DATE: \_\_\_\_\_

PAST DUE AFTER 11-19-20 If account is unpaid within time permitted, customer agrees to pay interest at 18% PER ANNUM plus collection fees. The undersigned hereby states that he/she is authorized to bind the principal to the terms hereof. Prices reflect discounts received for payment by cash, check or EFT. Payment by other means is subject to a 2.75% convenience fee.				<b>TAXABLE</b>		10,245.43
<b>HAZARDOUS MATERIAL EMERGENCY RESPONSE: (800) 424-9300 CHEMTREC</b>				DRUMS RET.		\$0.00
<b>CHECK NUMBER</b>		<b>CHECK AMOUNT</b>		<b>CASH</b>		<b>TOTAL</b> → 10,245.43
DELIVERED BY			DATE	TIME	RECEIVED BY	



**CITY OF AVONDALE  
ACKNOWLEDGMENT OF ADDENDA RECEIVED  
INVITATION FOR BIDS**

**Purchase and Delivery of Bulk Fuel**

PW 21-023

**Addendum No. 1**

\_\_\_\_\_, affirms that ADDENDUM No. 1 has been  
(Name of Vendor/Designee)  
received and that the information contained in ADDENDUM No. 1 has been incorporated in  
formulating the Vendor's Offer.

\_\_\_\_\_, \_\_\_\_\_ 2020  
Signed Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

END OF ADDENDUM No. 1