



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

PUR-1707
ADDENDUM NO. 2
INVITATION TO BID

BULK GASOLINE AND DIESEL FUEL DELIVERIES

DATE: Friday, October 4, 2024

**BIDS DUE: Wednesday, October 16, 2024
2:00 P.M.(EDT/EST)**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages and one (1) attachment.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their bid and/or to attend the Pre-Bid Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition, and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace, or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: Inquiry: Please provide the most recently available invoice and BOL examples.

Response: See attachment "A" to this addendum.

ITEM NO. 2: Inquiry: Can average order sizes for TW and TT please be provided?

Response: No, order quantities are determined by need. All stated quantities are estimated requirements and do not constitute a minimum or maximum.

ITEM NO. 3: Inquiry: Can an estimated award date please be shared?

Response: This cannot be determined until the bids have been received and evaluated.

ITEM NO. 4: Inquiry: Is there a conference call, zoom meeting, or in-person opportunity, etc., to listen to bid openings?

Response: Refer to the bid document, Page 1, Paragraph 2;

Bids will be opened publicly at the Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3000, Hagerstown, Maryland, 21740, at 2:00 P.M., (EDT/EST), Wednesday, October 16, 2024. All interested parties are invited to be present. For those bidders who wish to hear a reading of the bids via teleconference, please call 240-313-2330 to receive instructions prior to the teleconference.

ITEM NO. 5: Inquiry: Can an estimated time frame for when bid tabulations will be made available after the bid opening?

Response: This cannot be determined until the bids have been received and evaluated.

ITEM NO. 6: Inquiry: Can you please provide a sample of the pricing being requested?

Response: Refer to the bid document, Page 18, Supplemental Terms and Conditions, Item No. 6.

All bids shall be based on the OPIS newsletter prices, from the weekly average Thursday end of business day (i.e. after 5 P.M.)... The BIDDER'S FACTOR will be a value including freight costs, any fees, i.e., import fees, underground storage tank fees, etc. and any applicable Federal, State, and Local fees added to or deducted from the WEEKLY RACK AVERAGE PRICE and must remain firm for the Contract Period. The Delivered Price per gallon shall be the sum of WEEKLY RACK AVERAGE PRICE and plus or minus the BIDDER'S FACTOR including freight, F.O.B. Tanks. Billing shall be based on Gross Gallons.

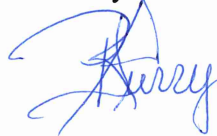
ITEM NO. 7: Inquiry: Could you kindly provide me with a list of fuel suppliers participating in this BID

Response: This cannot be determined until the bids have been received.

ITEM NO. 8: Inquiry: I would greatly appreciate any advice or guidance on how we can take part in this BID

Response: Refer to the solicitation for all terms, conditions, specifications, and requirements.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing