



Grandview School District  
2021-2022 Fuel Bid  
ADDENDUM NO. 1

This addendum is hereby incorporated into the bidding documents for Grandview School District RFP for Gasoline and Diesel Fuel bidding August 19, 2021 at 11:00 AM. The corrections, clarifications, changes and approvals herein shall become an integral and binding part of the contract entered between the District and the Supplier.

**Addendum Items:**

Remove Note #5 and modify Note #6 from Cost Sheet

- Note:
- 1) If the bidder is co-partnership, so state, giving name under which business is transacted.
  - 2) If bidder is a corporation, this proposal must be executed by its duly authorized officials.
  - 3) Attach copy of OPIS of Major Supplier's Price list reflecting July 30, 2021 pricing.
  - 4) Include all costs of delivery i.e. taxes and freight excluding federal tax.
  - 5) ~~Attach a copy of OPIS or Major Supplier for the last 6 weeks, 1 per week.~~
  - 6) The estimated usage is ~~3500~~ 4,000 gallons of unleaded gas and ~~23,000~~ 25,000 gallons of Diesel.

Section E BILLING REQUIREMENTS

Each monthly billing shall include an itemized account detailing the activity of **each charge card and each vehicle**. This accounting as a minimum must list: card number, date, ~~time~~, ~~site~~, product, gallons, actual price charged per gallon and total cost.

1. Each monthly billing statement shall also provide the appropriate weekly OPIS published cost or for the second method, the major supplier's price change letter for that billing cycle.
2. The monthly billing should be able to provide the following:
  - a. Detailed report listing all transactions.
  - b. A separate report detailing all transactions by card number.
  - c. The following data should be included in at least one of the reports; Transaction Date, Product, Quantity/Gallons, Unit Price, Gross Cost, Federal Exempted Tax, and Net Cost.
  - d. **If possible in Excel format.**