



## **ADDENDUM NUMBER ONE (1)**

### **FOR THE**

### **BULK FUELS-GASOLINE, USLD CLEAR AND RED DYE**

**DATE OF ADDENDUM:** May 27, 2025

#### **TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:**

The following addendum shall be made part of the Project Specifications and Contract Documents. All other provisions of the Contract Documents remain unchanged. The Bidder shall acknowledge receipt of this Addendum on page 27 of the Bid Proposal form, in addition to signing below and returning this form with the bid package. The contents of this Addendum shall be given full consideration in the preparation of the Bid.

#### **Changes to the Scope of Work and Specifications**

**Question:** Please clarify the payment terms. We did not see if it was, for example, net-30 after receipt of invoice. Also is there an option for a percent discount if paid in certain net terms.

**Response:** These Paragraphs shall be added to the Invoicing Section of the Request for Proposals:

All invoices must clearly outline type of fuel, rack price, contracted price (plus or minus rack), applicable taxes, delivery date and description of any extra fees (environmental fee, etc.).

Invoices not sent to the proper address, or not containing the necessary and required information may delay payment. A Contractor whose payments are delayed to due to improper invoicing shall make no claim against the City for late or finance charges.

Invoices will be paid according to early payment discount terms, or if no early payment discount is offered, within thirty (30) days after the City's receipt and acceptance of the goods or completion and acceptance of the services. Payment periods will be computed from either the date of delivery of all goods ordered, the completion of all services, or the date of receipt of a correct invoice, whichever date is later. This section is not intended to restrict partial payments that are specified in the contract. No payment shall be due prior to the City's receipt and acceptance of the items identified in the invoice.

**- END -**

City of Prescott Fleet Department

Gwen

Rowitsch

Gwen Rowitsch, Public Works Director

Digitally signed by Gwen  
Rowitsch  
Date: 2025.05.27 11:01:39  
-07'00'

\_\_\_\_\_  
Date

**Acknowledgement:** (must be signed and turned in with the bid documents)

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

\_\_\_\_\_  
Signature of Company Official

\_\_\_\_\_  
Date