



## INVITATION TO BID

**SCOPE:** It is the intent of this Invitation to Bid to establish pricing for **HFRS-2 and SS-1 paving oil** based on fluctuating market prices as well as delivery and demurrage charges, minimum orders, and freight charges all in accordance with Bid Conditions, Specifications, and/or Special Provisions attached hereto.

**OPENING DATE:** **Wednesday, March 27, 2024** at 2:00 PM, in the Burnet County Auditor's Office, located at 133 E. Jackson St., Burnet, TX. Bids will be accepted until the time of opening when they will be opened and publicly read.

\*\*\*\*\*

### INSTRUCTIONS TO BIDDERS:

Sealed bids must be received in the office of the Purchasing Agent on or before the time and date specified above. Bids received after the time and date specified, whether delivered or mailed, will not be considered and will be returned unopened.

In order to assure your bid is fairly considered, it must be submitted in a properly sealed envelope, clearly marked on the outside lower left hand corner surface with the numbers "**24-6100-01**" (this includes overnight envelopes). Bids marked otherwise may be opened prematurely.

#### MAIL or HAND DELIVER TO:

**BURNET COUNTY AUDITOR  
133 E JACKSON ST.  
BURNET, TX 78611**

or

An Electronic File may be submitted to [bids@burnetcountytexas.org](mailto:bids@burnetcountytexas.org). Electronic files will remain unopened until the due date and time.

It is important that you return the bid summary sheet with the appropriate information inserted in the spaces provided, so that your bid may be considered valid. No bids will be considered in which the proposal, specifications, or any provisions have been modified.

The Invitation to Bid numbers, **24-6100-01**, shall appear on any technical data or information furnished by your firm with this bid.

A bid that is in the possession of the Purchasing Agent may be withdrawn by the bidder in person (with proper identification) or by written request up to the time of the bid opening. Bids may not be withdrawn after the bid opening. Bids may be altered by e-mail, letter or fax transmission bearing the signature or name of the person authorized for bidding, provided it is received prior to the time and date of opening. Any alteration should not reveal the bid price but should indicate the addition, subtraction, or other change in the bid.

The County of Burnet is a political subdivision of the State of Texas and, as such, is exempt from usual sales taxes.

The Commissioners' Court of Burnet County reserves the right to reject any and all bids, to accept bids in whole or part, to waive any informalities in the bids received, to accept bids separately or combine bids as it shall deem to be in the best interest of Burnet County.

Bids are solicited for furnishing merchandise, supplies, services, and/or equipment and imply no obligation on the part of Burnet County.

**The failure of any contractor or supplier to Burnet County to comply with the terms of this bid will subject any Contract to revocation.**

Questions concerning the bid specifications should be directed to:

Joe Don Dockery, Commissioner, Precinct 4  
512- 715-2911  
[jdockery@burnetcountytexas.org](mailto:jdockery@burnetcountytexas.org)

Questions concerning the bid process, acceptance, and approval of bids should be directed to:

Cindy Dalrymple  
Purchasing Assistant  
512-756-5495  
[cdalrymple@burnetcountytexas.org](mailto:cdalrymple@burnetcountytexas.org)

**INTENT:** TO FURNISH PRICING FOR HFRS-2 AND SS-1 PAVING OIL FOR A PERIOD COVERING DATE OF ACCEPTANCE THROUGH 12/31/25.

**GENERAL INFORMATION:**

- 1) All materials offered in response to this Invitation to Bid shall conform to specifications in Item 300, "Asphalts, Oils and Emulsions," Texas Highway Department 2004 Standard Specifications for Construction of Highways, Streets and Bridges.
- 2) For ease in price comparisons, you must use the price quotation summary sheet which is provided.
- 3) Prices quoted in response to this Invitation to Bid will fluctuate with market prices. Burnet County wishes to purchase materials at the market price on the date our purchase order is written.
- 4) Burnet County will make every effort to buy within the bid, but reserves the right to purchase outside of the bid if it is in the best interest of the County.
- 5) All materials and services shall be subject to Purchaser's approval within the above-quoted guidelines and the specifications listed below. Unsatisfactory material will be returned at Seller's expense.

**HFRS-2 and SS-1:**

- 1) Asphalt is to be delivered within a 40-mile radius of Burnet, Texas. Material shall conform to Texas Highway Department specifications as stated previously.
- 2) Quote price on a "per gallon" basis for **PLANT PRICE AND DELIVERED PRICE** based on **market price** on Wednesday, March 1, 2024. Price is to include cost of asphalt, freight and surcharges. This will serve as a sample pricing based on the market price as of 3/1/23.
- 3) Please state the minimum order amount for the stated bid price, and any surcharges for returned fuel (ordered in excess).
- 4) AC-5, AC-5 with latex, and AC-15P asphalt must be a minimum of 325-350 degrees Fahrenheit at time of delivery. Emulsified asphalt must be no lower than 160 degrees Fahrenheit at time of delivery.
- 5) State hourly demurrage charge (after 2 hours), if any.

**PRICE QUOTATION SUMMARY**

**List Price per Gallon that you would have invoiced us on March 1, 2024**

\*Price Per Gallon Delivered (Within 40-mile radius of Burnet)

**PLANT PRICE (on 3/1/24)**

**\*DELIVERED PRICE on (3/1/24)**

HFRS-2 \$ \_\_\_\_\_ per gallon\*\*

\$ \_\_\_\_\_ per gallon\*\*

SS-1 \$ \_\_\_\_\_ per gallon\*\*

\$ \_\_\_\_\_ per gallon\*\*

\*\* or rack price, whichever is lowest.

Minimum Order Amount: \_\_\_\_\_  
(in gallons)

Minimum Freight Charge: \_\_\_\_\_

Return Freight Charge: \_\_\_\_\_

Demurrage Charge per  
Hour (after 2 hours) \_\_\_\_\_

Oil prices often fluctuate throughout the year. Are you willing to sell the above materials at fluctuating rack price through 12/31/25? \_\_\_\_\_ Yes \_\_\_\_\_ No

COMPANY \_\_\_\_\_

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

PRINT NAME \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

E-Mail \_\_\_\_\_

**RETURN THIS FORM WITH BID**