



COMMISSIONERS COURT  
COMMUNICATION

COURT ORDER NUMBER 144856

PAGE 1 OF 7

DATE: 3/11/2025

**SUBJECT: BID NO. 2023-070 - ANNUAL CONTRACT FOR FUEL - COUNTYWIDE - VARIOUS VENDORS - EXERCISE SECOND OPTION FOR RENEWAL - SAME FIRM FIXED PRICES**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners approve renewal of Bid No. 2023-070, Annual Contract for Fuel, Countywide, for the second optional twelve (12) month period at the same firm fixed prices.

**BACKGROUND**

On March 14, 2023, the Commissioners Court, through Court Order #140485, awarded Bid No. 2023-070, Annual Contract for Fuel, Countywide, to the following vendors:

Primary	Tartan Oil LLC
Secondary	Offen Petroleum
Alternate	Senergy Petroleum, LLC

The awards were based upon low bid meeting specifications and contained options to renew for three (3) additional twelve (12) month periods.

On February 21, 2024, the Commissioners Court, through Court Order #142684, approved the first renewal option.

On June 18, 2024, the Commissioners Court, through Court Order #143356, acknowledged notification of vendor name change of Saratoga Rack Marketing LLC to Tartan Oil LLC.

The purpose of this agreement is to purchase fuel for County use.

The vendors notified Purchasing in writing that their prices will remain firm through April 6, 2026. Fleet Management notified Purchasing in writing that they are pleased with the vendors and want to renew.

Therefore, it is the joint recommendation of Fleet Management and Purchasing that the Commissioners Court approve renewal of Bid No. 2023-070, Annual Contract for Fuel, for another twelve (12) month period.

**FISCAL IMPACT**

Expenses for last year were approximately \$1,110,097.89. Eleven (11) government entities currently utilize this bid. Funding is available in account 10000-2025 General Fund/6840200000 Transportation/576182 Fuel.

SUBMITTED BY	Purchasing	PREPARED BY:	Emily Salter
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP  
Assistant Purchasing Agent

November 6, 2024

Tartan Oil LLC  
Josh Epperson  
5508 Lonas Drive  
Knoxville, TN 37909

Re: 2023-070 Annual Contract for Fuel

Dear Mr. Epperson:

The above referenced bid was for twelve (12) months with three (3) options to renew for an additional twelve (12) months. The original contract was for the period of 4/7/2023, through 4/6/2024. The effective dates for the second renewal option will run from 4/7/2025 through 4/6/2026.

The Tarrant County Purchasing Department hereby extends an invitation to your firm to accept the first option for an additional one (1) year period. Please mark the appropriate response below and provide your signature above your printed name.

Yes, Tartan Oil LLC, will accept the offer to renew at the same firm fixed prices through April 6, 2026. **Please include a current 1295 Form with your response and your current insurance certificate.**

No, Tartan Oil LLC, will NOT accept the offer to renew at the same firm fixed prices through April 6, 2026.

Are any other governmental entities currently utilizing this contract?  Yes  No  
If yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

*Emily Salter*

Emily Salter, Senior Buyer  
Tarrant County  
817-884-1143

DocuSigned by:

*Jesus Guerra*

0927C2D6E02C4DA...

Tartan Oil LLC  
Jesus Guerra, SVP, COO

Date

11/22/24

Initial  
*AS*



Tarrant County Purchasing Department  
2023-070 Annual Contract for Fuel  
Tartan Oil LLC Proposal

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## Participating Entities

- ✓ City of Carrollton
- ✓ City of Duncanville
- ✓ City of Garland
- ✓ City of Mesquite
- ✓ City of North Richland Hills
- ✓ City of Richardson
- ✓ City of Rowlett
- ✓ Denton County
- ✓ Johnson County
- ✓ Tarrant County
- ✓ Town of Addison
- ✓ Upper Trinity Regional Water District



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Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP  
Assistant Purchasing Agent

November 6, 2024

Offen Petroleum  
Philip Jones  
325 East Forest Avenue  
Sherman, TX 75090

Re: 2023-070 Annual Contract for Fuel

Dear Mr. Jones:

The above referenced bid was for twelve (12) months with three (3) options to renew for an additional twelve (12) months. The original contract was for the period of 4/7/2023, through 4/6/2024. The effective dates for the second renewal option will run from 4/7/2025 through 4/6/2026.

The Tarrant County Purchasing Department hereby extends an invitation to your firm to accept the first option for an additional one (1) year period. Please mark the appropriate response below and provide your signature above your printed name.

Yes, Offen Petroleum, will accept the offer to renew at the same firm fixed prices through April 6, 2026. **Please include a current 1295 Form with your response and your current insurance certificate.**

No, Offen Petroleum, will NOT accept the offer to renew at the same firm fixed prices through April 6, 2026.

Are any other governmental entities currently utilizing this contract?  Yes  No  
If yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

*Emily Salter*

Emily Salter, Senior Buyer  
Tarrant County  
817-884-1143

Handwritten signature of Philip Jones in black ink.

Offen Petroleum  
Philip Jones

*11/18/24*  
Date



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP  
Assistant Purchasing Agent

November 6, 2024

Senegy Petroleum, LLC  
Carlos Zubiato  
1470 N. Horne St.  
Gilbert, AZ 85233

Re: 2023-070 Annual Contract for Fuel

Dear Mr. Zubiato:

The above referenced bid was for twelve (12) months with three (3) options to renew for an additional twelve (12) months. The original contract was for the period of 4/7/2023, through 4/6/2024. The effective dates for the second renewal option will run from 4/7/2025 through 4/6/2026.

The Tarrant County Purchasing Department hereby extends an invitation to your firm to accept the first option for an additional one (1) year period. Please mark the appropriate response below and provide your signature above your printed name.

Yes, Senegy Petroleum, LLC, will accept the offer to renew at the same firm fixed prices through April 6, 2026. **Please include a current 1295 Form with your response and your current insurance certificate.**

No, Senegy Petroleum, LLC, will NOT accept the offer to renew at the same firm fixed prices through April 6, 2026.

Are any other governmental entities currently utilizing this contract?  Yes  No  
If yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

*Emily Salter*

Emily Salter, Senior Buyer  
Tarrant County  
817-884-1143

*Carlos Zubiato*

Senegy Petroleum, LLC  
Carlos Zubiato

11/12/2024  
Date

# Memorandum

**To:** Keith Harris  
**Dept.:** Fleet Management  
**From:** Emily Salter, Senior Buyer, Purchasing Department  
**Date:** March 4, 2025  
**Re:** Renewal of 2023-070 Annual Contract for Fuel

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The above referenced contract will expire on April 6, 2025. This contract included options to renew with the vendor for three (3) additional twelve (12) month terms. The second renewal term will commence April 7, 2025 and would expire April 6, 2026.

If you wish to exercise this option to renew and continue this contract with the vendor(s) listed below for twelve (12) more months, please check the appropriate boxes and email this form **back to me on or before Wednesday, March 5, 2025.**

Saratoga Rack Marketing LLC (P)  
Offen Petroleum (S)  
Senergy Petroleum, LLC (A)



Yes, I wish to continue the current contract with the above-mentioned vendor(s) for the first and final renewal term of the contract. Account information must be provided below.

111600 , 10000-2025 , 6840200000 , NRG

(GL acct) / (Fund #) / (Cost Center) / (Grant # or NRG)



No, I do not wish to continue the current contract with the above-mentioned vendor(s) for the following reason(s).

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SIGNATURE: Keith W. Harris DATE: 03/04/2025



## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. 2023-070 - Annual Contract for Fuel - Countywide - Various Vendors - Exercise Second Option for Renewal - Same Firm Fixed Prices

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

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**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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