



Essex County Public Schools

P.O. Box 756

Tappahannock, Virginia 22560

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www.essex.k12.va.us

April 8, 2024

Essex County Public Schools is seeking bids for gasoline, diesel fuel, and propane for the period of July 1, 2024, through June 30, 2025.

The bids must be submitted to the School Board Office, 109 N Cross Street, Tappahannock, VA 22560 no later **than April 19, 2024, at 10:00 AM**. The bids will be tabulated and presented to the School Board at their monthly meeting on May 13, 2024, to award the bid.

<u>ITEM</u>	<u>LOCATION</u>	<u>TANK</u> <u>SIZE</u>	<u>QUANTITY</u> <u>(APPROX. GALLONS)</u>
Gasoline	Bus Shop	3000 UST	25,000 Yearly
Diesel Fuel*	Bus Shop	5000 UST	45,000 Yearly
L P Propane	Bus Shop, EIS, EHS	Varies	10,000 Yearly

Bus Shop requires 1,000 Gallon tank

Maintenance Shop requires a 1,000 Gallon tank or a 500-gallon tank with a monitor

All other existing tanks, if replacement is needed, replace with the existing size.

***In addition please include a proposal for an option for the school division to purchase propane tanks at each location.**

* Minimum 45 Cetane Diesel Fuel to be supplied from November through March, inclusive.

* Minimum 40 Cetane Diesel is to be supplied remaining months.

You may bid on all or part of those requirements. By submitting a bid, you will be giving assurance of your ability to furnish these quantities in the period July 1, 2023, through June 30, 2024. You will also be giving assurance that the product you supply will be of sufficient quality to operate with efficiency the equipment of the School Board. **In addition, you are required to make certain that quantities of fuel have been delivered and stored in the storage tanks for the School Board to ensure that they will not run out of fuel needed to operate their equipment.**

All storage facilities and pumping equipment are owned by Essex County School Board except propane and that supplier must furnish storage/metering equipment that meets Federal, State, and Local codes.

The Essex School Board assumes no responsibility for negotiation between propane suppliers concerning storage tanks.

In partnership with our students, faculty, staff, parents, and the community, Essex County Public Schools is committed to creating *Pathways to Excellence* by promoting a positive, student-focused culture striving for continuous improvement that meets the academic, athletic, artistic, and career-occupational needs of all our students by guiding, inspiring, celebrating, and teaching our students as we equip them to meet the challenges of a global society.

Overfill protection is required and all fuel must be metered during delivery. Suppliers will be required to invoice the Essex County School Board for **the actual amount of fuel pumped per the delivery ticket**. In addition, the supplier must pay the fuel tax and seek appropriate refunds of such tax.

The Board considers two types of bids for 2023-2024; cost-plus differential, and 12-month fixed price. Your bid price must reflect each category in which you wish to bid. Your bid must reflect the cost at the close of business on Friday, April 14, 2023. In addition, you must name the company from which the cost is secured. If you are the successful low bidder and if the Board chooses cost plus differential, you must show upon request during the year the cost plus your differential and the company from which the product is secured. Spot checks will be made periodically throughout the year with companies and other local suppliers for companies.

The successful bidder shall, at all times during the life of the contract, carry adequate insurance. The supplier shall provide a properly completed certificate of insurance and submit it to the School Board no later than 14 calendar days after notice of award and before any deliveries may commence. The supplier shall be responsible for any product spillage and cleanup of the product in the course of delivery. Please note that cancellation of insurance will automatically place the contractor in default. The supplier shall keep proper insurance in full force and effect at all times during the life of the contract.

The Essex School Board will consider the bids separately, and may or may not award fuel and propane to the same supplier. The School Board also reserves the right to accept or reject any and /or all bids.

If you have questions about gasoline or diesel fuel, please call **Ronnie Fones at (804) 443-2500**. If you have questions about the propane please contact **William "Bud" Hoover at (540) 656-9794**.

ESSEX COUNTY PUBLIC SCHOOLS

FUEL BID 2024 – 2025

April 8, 2024

Fuel Gallons	Cost fixed		Total Cost
Gasoline Regular unleaded			
Diesel Fuel (40 Cetane)			
Diesel Fuel (45 Cetane)			
Propane			

Fuel Gallons	Cost variable	Differential	Total Cost
Gasoline Regular unleaded			
Diesel Fuel (40 Cetane)			
Diesel Fuel (45 Cetane)			
Propane			