



Essex County Public Schools

P.O. Box 756

Tappahannock, Virginia 22560

804-443-4366

804-443-4498 (fax)

www.essex.k12.va.us

April 18, 2017

Essex County Public Schools is seeking bids for gasoline, diesel fuel, fuel oil and propane for the period of July 1, 2017 through June 30, 2018.

The bids must be submitted to the School Board Office, 109 N Cross Street, Tappahannock, VA 22560 no later than **Friday, May 19, 2017 at 2:00 PM**. The bids will be tabulated and presented to the School Board at their monthly meeting on June 12, 2017 for bid award.

<u>ITEM</u>	<u>LOCATION</u>	<u>TANK SIZE</u>	<u>QUANTITY (APPROX. GALLONS)</u>
Gasoline	Bus Shop	3000 UST	35,000 Yearly
Diesel Fuel*	Bus Shop	5000 UST	55,000 Yearly
#2 Fuel Oil	Essex Int. School	5000 UST	8,000 Yearly
L P Propane	Bus Shop, EIS, EHS	Varies	10,000 Yearly

* Minimum 45 Cetane Diesel Fuel to be supplied 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, 2017 through June 30, 2018. 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 assure 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 which meet 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.

Over fill protection is required and all fuels 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 2017-2018; 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 May 17, 2017. 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 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 the gasoline or diesel fuel, please call **Ronnie Fones at (804) 443-2500**. If you have questions about the propane or fuel oil, please contact **Brad Hall at (804) 443-2460**.

ESSEX COUNTY PUBLIC SCHOOLS

FUEL BID 2017 - 2018

May 19, 2017

Fuel Gallons	Cost variable	differential	Total Cost
Gasoline regular unleaded			
Diesel Fuel (40 Cetane)			
Diesel Fuel (45 Cetane)			
#2 Fuel Oil			
Propane			
Fuel Gallons	Cost fixed		Total Cost
Gasoline regular unleaded			
Diesel Fuel (40 Cetane)			
Diesel Fuel (45 Cetane)			
# 2 Fuel Oil			
Propane			