

**Charlotte County Public Schools
P.O. Box 790
Charlotte Court House, Virginia 23923**

Title of Bid: 2018-2019 Fuel Bid

Date & Time Bids Due: Monday, June 25, 2018 at 10:00 a.m.

Location: Prince Edward County School Board of Education Building
35 Eagle Drive
Farmville, VA 23901

Address Bids To: Cindy Wahrman
Director of Finance
35 Eagle Drive
Farmville, VA 23901

Direct Questions To: Cindy Wahrman, Director of Finance
434-315-2157

Mandatory Bid Meeting: For all prospective bidders
Thursday, June 14, 2018 at 10:00 a.m.
Prince Edward County School Board of Education Building
35 Eagle Drive
Farmville, VA 23901

Bids will not be accepted from any vendor who did not attend the mandatory bid meeting.

On Outside of Envelope Please write the statement: "Fuel Bid"

Bid Opening: Monday, June 25, 2018 at 10:00 a.m.

Conditions: All deliveries will be made within 24 hours from placement of the order, unless otherwise noted. If delivery cannot be made in that time frame, the school division has the right to place the order with another vendor. Any price differential will be paid by the vendor awarded the original bid acceptance. The delivery quantity will be subtracted from the gallon commitment. Any unused gallons from any school division may be purchased by another school division in the consortium at that school divisions contracted price.

The awarded vendor will provide invoices reflecting the contracted price only, not to include additional fees and/or taxes. No additional fees or taxes will be paid. Correct invoices with the bid price only will be requested, failure to provide such may cause termination of agreement.

The awarded vendor is required to provide monthly statements on company letterhead to the school division for reconciliation purposes. Failure to do so may cause termination of agreement.

The Charlotte County School Board reserves the right to accept or reject any and all bids in whole or in part. All bids must be submitted on the provided bid form.

Charlotte County Public Schools
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2018-19 Fuel Purchasing Bid Form

Firm Name: _____

Address: _____

Telephone: _____ FAX: _____

E-mail: _____

Printed Name of _____

Contact Person: _____ Signature: _____

UNLEADED GASOLINE 87 Octane Unleaded Tank Location: Transportation Dept. Tank Size: 10,000	Fixed Price \$ _____
Comments: _____	

There is one split 20,000 gallon above-ground tank located at the Transportation Department Bus Garage. Each tank is 10,000 gallons with a maximum capacity of 9,500 for gasoline. A transport with a pump will be needed for delivery. Estimated total annual usage is 17,000 gallons.

DIESEL FUEL <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Tank Location:</td> <td style="width: 20%;">Tank Size:</td> <td style="width: 50%;"></td> </tr> <tr> <td>Bacon District Elementary</td> <td>3,000</td> <td>\$ _____</td> </tr> <tr> <td>Eureka Elementary</td> <td>4,000</td> <td>\$ _____</td> </tr> <tr> <td>Transportation Department</td> <td>10,000</td> <td>\$ _____</td> </tr> </table>	Tank Location:	Tank Size:		Bacon District Elementary	3,000	\$ _____	Eureka Elementary	4,000	\$ _____	Transportation Department	10,000	\$ _____	Fixed Price \$ _____ \$ _____ \$ _____
Tank Location:	Tank Size:												
Bacon District Elementary	3,000	\$ _____											
Eureka Elementary	4,000	\$ _____											
Transportation Department	10,000	\$ _____											
Comments: _____													

Diesel Fuel shall be Ultra Low Sulfur Diesel (ULSD). A Broad Spectrum Stabilizing Fuel Oil Additive to control corrosion and microbial growth shall be added. An anti-gel/anti-icing additive shall be added between October 1st and March 1st. Cost of additives shall be included in fuel price. Fuel additive product information shall be provided with bid.

Bacon District Elem. School has a 3,000 gallon above ground tank. Eureka Elem. School has a 4,000 gallons above-ground tank. Each requires a tank wagon for delivery. Approximate annual usage is 9,000 at each school location. The Transportation Department Bus Garage tank is above ground with a maximum capacity of 9,500. A transport with a pump will be needed for delivery. Estimated annual bus garage usage is 52,000 gallons. The total annual usage for all locations listed is 70,000 gallons.

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2018-19 Fuel Purchasing Bid Form

Firm Name: _____

Address: _____

Telephone: _____ FAX: _____

E-mail: _____

Printed Name of _____

Contact Person: _____ Signature: _____

HEATING OIL		Fixed Price
Tank Location:	Tank Size (gallon):	
Bacon District Elem.	2,500	\$ _____
Phenix Elementary	3,500	\$ _____
David Bruce Building	275	\$ _____
Bus Shop	550	\$ _____
Maintenance Shop	550	\$ _____
Maintenance Storage	275	\$ _____
Comments: _____		

All heating oil tanks lists are gravity drop filled. Delivery will need to be by tank wagon at all locations listed above. Heating Oil annual usage is approximately 10,000 gallons. All tanks shall be gauged and measurements recorded before and after each delivery.

PROPANE		Fixed Price
Tank Location:	Tank Size (gallon):	
Bacon District Elem.	500	\$ _____
Central Middle School	3 -1,000	\$ _____
Central Middle Science	120	\$ _____
Central Middle School	2 -120	\$ _____
Eureka Elementary	3 -1,000	\$ _____
Randolph-Henry Science	120	\$ _____
Randolph-Henry VoTech	3 -1,000	\$ _____
Comments: _____		

All propane tanks are above ground except for underground storage tanks at Eureka Elementary. All tanks are owned by the school division. Estimated total annual usage is 27,000 gallons.

Please indicate the amount per gallon in dollars. Price should include all fees, with no additional fees or add-ons listed on the invoice, or monthly statement. The Charlotte County Public Schools will not pay for any add-ons, such as transportation, fees or taxes not listed in fixed price.