

**Pulaski County Board of Education**

Post Office Box 1055  
Somerset, KY 42502  
Phone 606-679-1123

**Invitation To Bid**

501 University Drive  
Somerset, KY 42503  
Fax 606-679-1438

Reference Number: 2016-17 FUEL  
Date Bid is Due: May 2, 2016  
Department or School: District Wide  
Date Bid Information Released: March 25, 2016

Bid Title: FUEL/DIESEL  
Time Bid is Due: 2:00P.M.  
Fund: Various  
Date Bid Advertised: March 25 – May 2, 2016

The Pulaski County Board of Education is accepting bids for fuel vendors in the Pulaski County School System. You are invited to submit a response subject to the terms and conditions of this invitation to bid. Please read all instructions and specifications carefully. Failure to comply with these instructions will disqualify your bid.

All bids must be sealed in an envelope and marked "Fuel Bid" in the lower corner.

**PERIOD OF CONTRACT**

The period of this contract shall be from July 1, 2016 - June 30, 2017 with the option to renew for 1 additional year if it is agreeable between all parties.

**BID DEADLINE AND TIME OF BID OPENING**

Sealed bids must be **received by 2:00 pm on May 2, 2016** at the Pulaski County Board of Education located at 501 University Drive, Somerset, KY 42503. Failure to submit bid documents by this time will automatically prevent the opening and consideration of your bid. The Board of Education cannot assume the responsibility for any delay as a result of the failure of the postal or other delivery service to deliver bids on time.

**THIS CERTIFICATE MUST BE EXECUTED BY BIDDER**

In compliance with this invitation to bid; in consideration of the detailed description attached hereto; and subject to all conditions thereof, the undersigned agrees, if this bid be accepted within the time stipulated above, to furnish any or all of the items upon which prices are quoted in accordance with the specification applying at the price set opposite each item.

**NOTE:** By law, the school district must receive approval from the Board of Education prior to payment of invoices unless it is taking advantage of a discount. Otherwise, payment must be made after receiving approval of the payment by the Board, which meets the Tuesday following the second Monday of each month.

No late charges, finance charges, carrying charges or other such charges will be honored.

Company\_\_\_\_\_

By\_\_\_\_\_ Title\_\_\_\_\_

Address\_\_\_\_\_

Telephone\_\_\_\_\_ Date\_\_\_\_\_

Signature\_\_\_\_\_

## BID SPECIFICATIONS AND SPECIAL CONDITIONS

### 1. BID PURPOSE:

The Pulaski County Board of Education is soliciting sealed bids that would, if accepted, establish contracts, with the general and detailed terms conditions and specifications contained in the terms and conditions listed on this invitation.

### 2. INSTRUCTIONS FOR BIDDERS:

The terms and conditions apply to all bids submitted. This invitation can be viewed or printed from the internet at [www.pulaski.kyschools.us](http://www.pulaski.kyschools.us) on the bid released date and will remain there until the date specified for the bid opening. All bid tabulations will be reviewed and after the bid is awarded at the next scheduled board meeting, the bid awards will be posted on line at the website listed above. If you have any questions, please feel free to contact Shelley Todd at Pulaski Board of Education at 606-679-1123.

### 3. CORRECTION OF MISTAKES:

Bidders are cautioned to recheck their bid for possible errors. No bid can be corrected, altered or signed after being opened. No bids will be altered or amended after the specific time and date set for the bid opening.

### 4. BIDDER RESPONSIBILITIES:

It is the responsibility of the bidder to furnish specific product content data, as required by law (MSDS) stating that the products meet federal, state and local regulations, i.e., OSHA (lead free) AHERA (asbestos free); Federal specifications; and ASTM.

### 5. PRICING AND FUEL SPECIFICATIONS

- Gasoline is to be 87 octane.
- Diesel is to be ultra low sulfur road diesel.
- These loads require a pump that will be provided at no cost by the successful bidder.
- Please bid fuel base, plus freight with no taxes.
- Fuel treatment is to be added during offload and is to be left at each storage tank. It is imperative that the fuel treatment be added.
- It is to be understood that the awarded vendors price per gallon will increase or decrease by the same amount per gallon as the increase or decrease to the supplier.
- Please use end of day pricing from April 18, 2016 so we can accurately compare responding bids. Bids must then be received in a sealed envelope clearly marked "fuel bid" in the bottom corner, at PCBOE, 501 University Drive, Somerset, KY, 42503, by 2:00 pm, .

### 6. AWARD OF BID

Bids shall be reviewed and narrowed to the top two or three "best valued" responses. Best value is determined by:

- Cost
- Delivery Time
- Service

If the bid is awarded to more than one vendor, those vendors alone will be called and quotes taken at the time fuel/diesel is needed. The vendors awarded in this bid will be the fuel vendors used for the 2016-2017 school year with the option to renew for 1 additional year if agreeable by all parties.

- ### 7. It is to be understood that the bidder, if awarded an order or contract, agrees to protect, defend and save harmless the Board of Education from any suits or demands for payment that may be brought against it for the use of any patented material, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the Board of Education from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or for any of the acts of the contractor, his servants or agents.

8. CONFLICTS OF INTEREST

- A. KRS 45A.455 prohibits conflicts of interest, gratuities, and kickbacks to employees of the Pulaski County Public Schools in connection with contracts for supplies or services whether such gratuities or kickbacks are direct or indirect.
- B. KRS 45A.990 provides severe penalties for violations of the laws relating to gratuities or kickbacks to employees, which are designed to secure a public contract for supplies or service.

The Pulaski County Board of Education reserves the right to waive defects and informalities in bids, to reject any or all bids, or to accept any bid as may be deemed to its interest.

## BID RESPONSE SHEET

Bus Garage Diesel

Price per gallon, net 10 days \_\_\_\_\_

Price per gallon, net 30 days \_\_\_\_\_

Bus Garage Gasoline

Price per gallon, net 10 days \_\_\_\_\_

Price per gallon, net 30 days \_\_\_\_\_

Company Name \_\_\_\_\_

Representative's Signature \_\_\_\_\_

Date \_\_\_\_\_ Telephone Number \_\_\_\_\_