

## SECTION I INSTRUCTIONS TO BIDDERS

- Submit one sealed copy of this bid, in person or by mail, to the Russell Independent Board of Education located at 908 Powell Lane, Flatwoods, Kentucky 41139 by 10:30 A.M., E.S.T., Wednesday, May 22, 2024. All questions regarding the bid are to be made to Ted Hall or Dennis Chambers at (606) 836-9679.
  - Bids are to be enclosed in a *sealed* envelope clearly marked “BIDS-FUEL”. Bid is for fuel services from July 1, 2024 to June 30, 2025.
  - In order for your bid to be considered it must be received prior to the time designated in this invitation and none will be accepted after that date and time.
  - The Russell Independent Board of Education reserves the right to waive defects and informalities in proposals, and to reject any or all proposals or to accept any proposal as may be deemed to its interest. Further, should it appear to be in the best interest of the Russell Independent Board of Education to purchase items at a higher price than that named in the lowest bid or bids, or to match items already purchased the award will be made accordingly. The Russell Independent Board of Education or its appointed agents shall remain the sole judge of items that it deems to meet the specifications hereinafter described.
  - Any substitution or departure proposed by the bidder from the items specified must be clearly noted and described. Otherwise, it will be understood the bidder intends to supply items specifically mentioned in the bid invitation.
  - Conditions by the bidder may be a part of his proposal.
  - Bid price shall be for the services indicated, including transportation charges. Place bid amount in Section III of this document.
  - All bids shall be effective for 30 days from date of opening and no bid may be withdrawn prior to that time without the express consent of the Russell Independent Board of Education.
  - Fuel will comply with attached regulations required by the Kentucky Department of Education Gasoline and Diesel Specifications for School Bus Transportation.
10. **BID CANNOT BE EXECUTED UNLESS THE ATTACHED “CERTIFICATION” IN SECTION IV IS COMPLETED AND SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE BIDDING FIRM.**

11. The awarding of the bid is subject to reciprocal preference for Kentucky

resident bidders and preferences for a qualified bidder under KRS 45A.494. Any individual, partnership, association, corporation, or other business entity claiming resident bidder status shall submit along with its response the attached Required Affidavit for Bidders, Offerors, and Contractors Claiming Resident Bidder Status. Russell Independent Schools reserves the right to request the documentation supporting a bidder's claim of resident bidder status. Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination. A **nonresident bidder shall submit**, along with its bid response, its certificate of authority to transact in the Commonwealth as filed with the Commonwealth of Kentucky, Secretary of State. The location of the principal office identified therein shall be deemed the state of residency for that bidder. If the bidder is not required by law to obtain said certificate, the state of residency for that bidder shall be deemed to be that which is identified in its mailing address as provided in its bid.

**SECTION II**  
**FUEL BID 2024-2025**  
**SPECIFICATIONS**

1. Bid prices are to be in effect July 1, 2024 through June 30, 2025. Fuel products are to delivered to the bus garage at 709 Red Devil Lane, Russell, Kentucky.

2. Kentucky Department of Education Gasoline Fuel Specifications for School Bus Transportation.

Manufacturers/Suppliers shall be required to furnish to the purchasing school district of gasoline fuel for student transportation usage gasoline fuel that meets the following minimum standards:

(1) VOLATILITY STANDARD:

SAE J312d Volatility Index for Kentucky

(2) GRADE:

Regular, Premium Unleaded, Unleaded. It shall be the individual purchaser's responsibility to determine specific octane requirements for vehicles in use and shall state any octane in excess of the referenced standard as part of their bid document.

(3) OCTANE:

Minimum 87. It shall be the individual purchaser's responsibility to determine specific octane requirements for vehicles in use and shall state any octane in excess of the referenced standard as part of their bid document.

(4) OCTANE ENHANCEMENT:

Alcohol will not be accepted as octane enhancer. The supplier of fuel shall certify by document to the purchasing school district the octane enhancer being provided before bid award and at each fuel delivery.

(5) FUEL MANUFACTURER QUALIFICATION:

Only gasoline fuels manufactured by manufacturing concerns who are current members in good standing of the American Petroleum Institute shall be approved for the sale of gasoline fuel for use in student transportation vehicles.

(6) CERTIFICATIONS OF GASOLINE FUEL:

(1) All suppliers of gasoline fuel shall certify to the purchasing school

district their ability to furnish gasoline fuel in quantities needed in accordance with the aforereferenced specifications prior to bid award.

- (2) Gasoline manufacturers and suppliers shall jointly certify to the purchasing school district certification documents prior to bid award stating that the gasoline fuels to be furnished meet all of the aforereferenced specifications.
- (3) The Supplier of gasoline fuel shall certify by document to the purchasing school district that gasoline fuel at the time of each delivery prior to transferring gasoline fuel into storage tanks meets minimum requirements of the previously referenced specification.

(7) REFUSAL:

The purchasing school district shall have the right of refusal of any gasoline fuel not meeting the minimum requirement of the aforereferenced specifications. Any cost associated with refusal shall be borne by supplier.

(8) SURETIES:

Suppliers of gasoline fuel shall furnish to the purchasing school district prior to the purchase of gasoline fuel a performance and/or surety bond in the amount deemed necessary by the purchasing school district.

3. Kentucky Department of Education Diesel Fuel Specification for school bus transportation.

Purchasers of diesel fuel for use in Kentucky school buses may be assured of receiving quality fuel designed for school bus diesel engine application by using the following specification.

FEDERAL SPECIFICATION & ASTM  
DIESEL FUEL PROPERTIES

Specification or Classification Grade	#1 Diesel ASTM D-975	#2 Diesel ASTM D-975
Flash Point, min.	38° C 100°F	52°C 125°F
Carbon Residue (10% Residuuum), mass % max.	0.15	0.35
Water & Sediment, % by Vol, max.	0.05	0.02



**SECTION III**

**BID FOR FUEL SERVICES 2024-2025**

**FUEL BID:**

Fuel will be delivered to a single tank site. Tank is a dual-capacity unit for diesel and gasoline storage. Maximum capacity of said tank is 3,000 gallons of diesel fuel and 1,000 gallons of gasoline. Average drop size is 2,000 gallons of diesel fuel and 800 gallons of gasoline. Quoted bid to be the incremental cost that will be added above the unbranded Ashland rack and tax costs for each gallon purchased during the term of the bid:

Unleaded Plus Gasoline..... \_\_\_\_\_ incremental cost  
per gallon in cents

Diesel (Low Sulfur) Fuel..... \_\_\_\_\_ cents incremental cost  
per gallon in cents

**SECTION IV  
CERTIFICATION**

**THIS CERTIFICATE MUST BE EXECUTED BY THE 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, in part or whole, to furnish any or all of the items upon which prices are quoted in accordance with the specifications as stated in this Invitation to Bid.**

**FIRM  
NAME** \_\_\_\_\_

**BY** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_  
\_\_\_\_\_

**TELEPHONE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**AUTHORIZED  
SIGNATURE** \_\_\_\_\_

**“PROHIBITION AGAINST CONFLICTS OF INTEREST, GRATUITIES AND KICKBACKS**

**Any employee or any official of the Russell Independent Board of Education, Flatwoods, Kentucky elective or appointive, who shall take, receive, or offer to take or receive, either directly or indirectly, any rebate, percentage of contract, money, or other things of value as an inducement or intended inducement, in the procurement of business, or the giving of business, for, or to, or from any person, partnership, firm or corporation, offering, bidding for, or in the open market seeking to make sales to the Russell Independent Board of Education, shall be deemed guilty of a felony and upon conviction such person or persons shall be punished by a fine not to exceed five thousand (\$5,000) or by imprisonment for not more than ten (10) years, or both so fined and imprisoned at the discretion of the jury.**

**Every person, firm or corporation offering to make, or pay, or give, any rebate, percentage of contract, money or any other thing of value, as an inducement or intended inducement in the procurement of business, or the giving of business, to any employee or to any official of the Russell Independent Board of Education, elective or appointive, in his or her efforts to bid for, or offer for sale, or to seek in the open market, shall be deemed guilty of a felony and shall be punished by a fine not to exceed five thousand dollars (\$5,000) or by imprisonment for not more than ten (10) years, or both so fined and/or imprisoned at the discretion of the jury.**

**NOTE: It is a misdemeanor not to have this prohibition on every solicitation or contract document. The penalty is a five thousand (\$5,000) fine or one (1) year imprisonment or both on conviction.**



**SECTION V  
AFFIDAVIT**

Solicitation/Contract: Fuel Bid

**REQUIRED AFFIDAVIT FOR NON-RESIDENT BIDDERS, OFFERORS AND CONTRACTORS  
CLAIMING RESIDENT BIDDER STATUS**

**FOR BIDS AND CONTRACTS IN GENERAL:**

The bidder or offeror hereby swears and affirms under penalty of perjury that, in accordance with KRS 45A.494(2), the entity bidding is an individual, partnership, association, corporation, or other business entity, that, on the date the contract is first advertised or announced as available for bidding:

1. Is authorized to transact business in the Commonwealth;
2. Has for one year prior to and through the date of advertisement
  - a. Filed Kentucky corporate income taxes;
  - b. Made payments to the Kentucky unemployment insurance fund established in KRS 341.49; and
  - c. Maintained a Kentucky workers' compensation policy in effect.

The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of resident bidder status.  
Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Title Date

Company Name and Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subscribed and sworn to before my by: \_\_\_\_\_  
(Affiant) (Title)

of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
(Company Name)

Notary Public \_\_\_\_\_

(seal of notary) My commission expires: \_\_\_\_\_