

Natural Gas Provider for Fayette County Public Schools

Request for Quotes No. 26-027-074

Georgia Procurement Registry No. PE-65615-NONST-2026-000000110



NOTICE TO VENDORS

Brief Description: Secure Natural Gas Provider Rates for FCPS Locations

Service Location(s): All Locations/Accounts Defined in Appendix A

Complete solicitation documents may be obtained at www.fcboe.org. FCPS is not responsible for respondents and/or subcontractors not obtaining the information provided through the full set of contract documents.

Responses must be submitted via email, mail/parcel delivery, or hand delivery to the Fayette County Public Schools offices located at the LaFayette Educational Center and directed to Matthew D. Roberts, Purchasing Manager. Envelopes should be sealed and marked conspicuously on the front with the solicitation name and number above.

SUBMISSION - BY HAND, MAIL OR COMMON COURIER

Fayette County Public Schools

ATTN: Matthew Roberts, Purchasing Department

LaFayette Educational Center

205 LaFayette Ave., Fayetteville, GA 30214

SUBMISSION - BY EMAIL to: roberts.matthew@fcboe.org

Objective

The Fayette County Public Schools Purchasing Department (hereinafter FCPS) invites you to participate in a request for quote (RFQ). This RFQ will consist of providing and delivering natural gas service to locations as defined within the school district.

Responses Due

Responses to this request for quote are due no later than the date and time specified in the timeline of events either physically or electronically to the FCPS Purchasing Department located at the LaFayette Educational Center, Building A, 205 LaFayette Avenue, Fayetteville, GA, 30214. Quotes received after the specified date and time will not be considered.

Respondents are instructed to carefully read all items, conditions, terms, specifications, and attachments herein and referenced before completing their quote. Failure to comply with any requirements of the RFQ may be a cause for rejection.

Section A: Instructions to Respondents

1. Solicitation Schedule

1.1.

RFQ Issued	Thursday, June 11, 2026
Questions Due	Before 9:00 AM (ET), Wednesday, June 17, 2026
Responses Due	Before 9:00 AM (ET), Tuesday, June 23, 2026

2. Respondent Registration

2.1. Respondents are encouraged to register with the issuing agent, Matthew Roberts, by sending an email to roberts.matthew@fcboe.org after reviewing this solicitation. Respondents who register will automatically receive an email update with additional documents such as addenda and be notified of award issuance, even if they choose not to submit a response.

3. Project Documents and Forms

3.1. Documents and forms required for submission as part of this RFQ can be found on the FCPS Purchasing Department website. Failure to include required submissions listed herein may result in a rejection of the response. A list of required forms is contained herein and additional submissions may be required per the specifications contained herein.

4. Response Delivery

4.1. Responses may be submitted electronically, by mail, or hand-delivered to the LaFayette Educational Center, Building A, 205 LaFayette Avenue, Fayetteville, Georgia 30214, Attention: Purchasing Department.

4.2. Quote openings will occur at the date and time specified at the address above.

- 4.2.1. No faxed or telephone responses will be accepted or considered.
- 4.3. Responses may be emailed to the issuing agent if meeting the following guidelines:
 - 4.3.1. Emailed responses must be in a consistent, clear, and readable format and complete. (Adobe PDF format is preferred)
 - 4.3.2. All response documents should be bound in one document. Multiple separate documents may result in evaluation score reductions.
5. Attachments
 - 5.1. Any specification listed with "Must Include Attachment" should include a document within the response conforming to standards set forth.
 - 5.2. All attachments must be marked and labeled using the following format: Attachment #, Solicitation Reference, Respondent Name, Solicitation Title, and Number.
6. Response Format Requirements
 - 6.1. The solicitation document has been carefully organized. All sections, specifications, requirements, and appendices are numbered; therefore responses should be organized in the same manner referencing the solicitation document when necessary.
 - 6.2. All pages should be numbered and contain page headings or footers with the respondent's name and the solicitation title and number.
 - 6.3. Multiple Response from the Same Respondent
 - 6.3.1. Respondents may submit more than one response when offering multiple alternatives.
 - 6.3.2. Responses must be separate and each should conform to all terms and conditions within the solicitation.
 - 6.3.3. Responses must be labeled separately to easily identify differing responses from the same respondent.

Section B: Scope of Work and Specifications

7. Scope of Work
 - 7.1. Operational & Load Requirements
 - 7.1.1. Usage History: Attached is a summary of the last twelve months of historical consumption for the District in total. Specific Atlanta Gas Light accounts can be identified in the attached statements.
 - 7.1.2. Primary usage is for facility heating, kitchen equipment supply, and generator supply if needed.

- 7.2. Service Timeline: An initial start date of July 1, 2026 with a contract duration of twelve (12) and/or twenty-four (24) months.
8. Pricing & Financial Specifications
 - 8.1. Price Structure: The District is requesting quotes for fixed price (guaranteed rate) service. No index pricing will be considered.
 - 8.2. Cost Components: Ensure the quote includes all transportation, balancing, and service fees, excluding taxes.
9. Vendor Qualifications
 - 9.1. Technical Fitness: Respondents must provide proof of licensing and a summary of experience in providing natural gas in the K-12 education environment in Georgia.
 - 9.2. Transition Plan: Respondents must provide a description of how they will transition the account from the current provider with minimal disruption.

Section C: General Terms and Conditions

FCPS's General Terms and Conditions are posted on the Purchasing Department website under the heading of Vendor Terms, Conditions, and Forms at www.fcboe.org. By submission of a response, the respondent acknowledges they have read and understood these General Terms and Conditions as well as any terms and conditions contained herein.

Section D: Special Terms and Conditions

10. Quote Opening
 - 10.1. Quotes will be opened at the date and time provided in the schedule of events. All results will be publicly posted on the FCSD website once an award recommendation is made.
 - 10.2. Quote openings are open to the public.
 - 10.3. Quotes must be marked with the RFQ number.
 - 10.4. Electronically delivered quotes will utilize the timestamp generated on the email.
 - 10.5. Quotes must conform to the guidelines listed herein.
 - 10.6. Quotes received late will be marked "non-responsive" and may not be considered at the sole discretion of the FCPS Purchasing Department.
11. Questions
 - 11.1. All questions concerning this solicitation must be submitted in writing by email to the issuing agent.
 - 11.2. No questions other than written will be accepted and only answers provided via addenda shall be binding.

12. Award Oversight

12.1. The awarded respondent will report to the Facilities Services Director or their designee.

13. Quote Evaluations

13.1. According to the Fayette County Board of Education policy, DJE "lowest price alone will not be the sole determining criteria in the selection process".

13.2. Factors that may be used in evaluating responses may include but are not limited to, the following: price/cost, warranty, service guarantees or past performance, costs of ownership analysis, business capabilities analysis, delivery schedules and methods, and product-specific manufacturer/quality standards.

13.3. Respondents may inquire as to specific evaluation methods and may request in writing an explanation of evaluation methods used to determine an award. See General Terms and Conditions regarding award protests.

14. Cost Escalation/Price Change

14.1. The Purchasing Department recognizes that independent market factors may result or necessitate the need for price changes. Through the submission of a quote, the respondent agrees to the following:

14.2. All price increases must be based upon product cost ONLY, and documentation of the price increase is required.

14.3. Quote prices must be held firm for the term of the solicitation or December 31st of the issuing year, after which an escalator can be invoked.

14.4. The awarded respondent must provide the FCPS Purchasing Department written notification at a minimum of 30 days before a price escalation change.

14.5. Single changes of no more than 10% are allowed. There are exceptions only when market conditions dictate a revised escalator for a particular commodity.

14.6. FCPS reserves the right to accept or reject any price escalation. A rejection of a price escalation may result in the termination of any agreement, contract, purchase order, or other agreement without fault or obligation.

15. Term

15.1. The term of this RFQ and resulting agreement is from the date of resulting award issuance until December 31, 2026, with the option to renew for four (4) additional one-year terms beginning January 1st and ending December 31st of each year.

15.2. The RFQ and resulting agreement will automatically renew each year beginning January 1st with the awarded pricing structure unless a cost escalation/price change process is initiated per the General Terms & Conditions.

15.3. Per the General Terms & Conditions, should the Fayette County Board of Education fail to appropriate funding for each fiscal year beginning July 1st, this solicitation and resulting contract or purchase orders will be canceled with no-fault or obligation beyond products or services already received and properly invoiced.

15.3.1. FCPS may notify the awarded bidder in writing thirty (30) days prior to cancellation for non-appropriation.

16. Required Forms

16.1. The forms listed below are required for submission and included as attachments. They may also be located on FCPS's Purchasing Department website at www.fcboe.org.

16.1.1. Solicitation Response Form

16.1.2. Reference Form

16.2. Failure to include any form may result in a reduction in evaluation scoring or the submitted quote being declared non-responsive at the sole discretion of the FCPS Purchasing Department.

16.3. This request for quote, any addenda, and the awarded quote will be incorporated into any resulting contract and/or purchase order.

Solicitation Response Form

Natural Gas Provider for Fayette County Public Schools - RFQ 26-027-074

Place this form on top of your response.

Company Name:	
Point of Contact:	
Street Address:	
City:	
State:	
Zip Code:	
Telephone:	
Email:	
Website:	

Authority to Act

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the products/services in accordance with the terms and conditions herein.

Terms, Conditions, and Specifications

Through the submission of response and signature below, the respondent verifies that their solution, if applicable, complies fully, or complies with an exception, to all stated general and special terms, conditions, and specifications. See the FCPS General Terms and Conditions for further information and directions on notating exceptions to stated specifications.

Addenda

Through the submission of response and signature below the respondent verifies that they have read and understood any addenda issued for this solicitation if issued.

Signature: _____ Date: _____

FCPS Purchasing Department Reference Form

Requested Information	Response
Reference Name	
Contact for Reference	
Street Address	
City, State, Zip	
Phone Number	
Email	

Requested Information	Response
Reference Name	
Contact for Reference	
Street Address	
City, State, Zip	
Phone Number	
Email	

Requested Information	Response
Reference Name	
Contact for Reference	
Street Address	
City, State, Zip	
Phone Number	
Email	

AGL Accounts	January	February	March	April	May	June	July
385610006	1320	2340	1890	530	300	110	70
5025840256	4360	5500	3900	1780	840	180	350
7617735348	2540	3010	2500	750	190	60	70
8193174184	6860	9800	6630	3120	1340	380	120
640231054	2923	1411	804	293	224	56	54
6029923051	4900	1530	920	340	420	260	370
975642258	1151	2408	1393	509	337	139	97
8422991542	4060	5200	3120	1360	220	110	20
2426930049	3071	5103	3545	1522	1054	345	197
8803494053	2250	3570	2120	1180	300	80	20
3546326259	1440	2011	1145	279	224	91	0
4550943349	2730	3850	3210	1280	360	250	230
8857204443	2354	3499	2350	932	396	110	30
3516404259	885	2183	1442	517	299	60	1
496591176	3370	6410	2880	870	430	180	50
3708557156	0	0	1210	190	40	0	10
7735817634	1642	2183	1765	651	310	88	59
7642445151	1670	2990	1610	760	370	140	70
7198781446	532	857	930	301	264	84	39
9258137548	1080	2020	850	330	180	60	30
1111426254	2520	3830	2180	1020	380	110	60
6011877531	4720	5570	4350	1370	100	60	40
3780089440	3790	7220	5230	1560	1200	150	20
7880529150	1780	2730	1740	680	530	170	110
4778089459	2461	982	581	218	150	37	15
7435687449	930	2100	1590	430	330	160	70
9069073542	1510	2260	1380	380	180	90	10
5511252042	3280	6550	4650	2910	1030	550	290
9513336054	4459	3935	1723	965	415	134	46
2413618258	4520	5410	3330	770	420	240	100

August September October November December

110	240	250	540	1360
90	100	110	870	3420
80	170	170	770	1610
120	360	390	2190	5500
194	226	219	609	1534
390	410	400	2920	5370
159	253	215	611	1183
70	420	500	2090	3990
292	528	371	1672	3474
140	240	360	1680	2160
102	153	156	700	1970
210	220	230	1000	2330
131	243	231	1422	2014
112	186	157	687	1178
170	280	250	1510	3270
10	0	40	470	1300
57	58	62	628	1575
170	210	260	850	1570
73	155	152	304	885
90	170	140	590	970
220	500	340	1240	2460
80	90	80	2430	4010
80	260	270	1530	4410
350	390	420	920	1630
96	128	128	292	1023
140	290	270	620	1100
90	160	170	830	1480
240	160	100	1780	3300
142	166	153	1478	2771
210	330	330	1360	4000