

**HOMER COMMUNITY SCHOOLS
SPECIFICATIONS
AUTOMOTIVE FLEET FUELING PROGRAM**

TYPE AND NUMBER OF VEHICLES: The school fleet includes 13 buses (diesels), two school vans, two pick-up trucks, one tractor, and miscellaneous lawn equipment.

ACCESS: Bidders must provide 24 hour access to the school; seven days a week. An attendant will be on duty at all times, unless the bidder offers a completely automated system. Please briefly describe your set-up below (if not explained previously).

TYPES OF FUEL: List the types of fuel you provide and the corresponding octane levels of these products. (Please include ratings or test findings with regard to your gasoline products' performance according to industry standards.)

PROCEDURES: Include a detailed explanation of the procedure (if not explained to school previously) that would be used when school vehicles utilize your facility for fueling. Include alternative procedures in the event of power loss, malfunction of equipment, or emergency situations. Bidders shall also include an explanation of security measures to prevent misuse of fueling by school personnel.

BILLING: Bidders are to include a detailed description of the billing/statement options and procedures, including examples. Such detailed billing information as date and time of fueling, vehicle identification number, using department, odometer reading, volume of purchase, price per gallon of purchase, total cost of purchase, and year-to-date purchases will be considered by the school. The product cost should reflect the correct tax status. All billings/statements should be received by the school at least once monthly.

VERIFICATION OF COSTS: With each billing statement, the supplier must provide the school the basis for billing cost. This must be included with each billing/statement so that the school can verify each billing/statement per the bid price.

ADDITIONAL COSTS: Please list additional costs below (i.e., credit cards, billing fees, etc.).

LENGTH AND TERM OF CONTRACT: The term of this contract extends from July 1, 2018 to June 30, 2020.

This bid shall be in effect for a minimum period of sixty (60) days.

**HOMER COMMUNITY SCHOOLS RESERVES THE RIGHT
TO ACCEPT OR REJECT ANY OR ALL BIDS.**

BID PROPOSAL

TO: Homer Community Schools

FROM: _____

DATE: _____

RE: Bid(s) for gasoline and diesel fuel

The undersigned as bidder, does hereby agree to provide diesel fuel and gasoline in accordance with the terms and conditions set forth in this document and at the prices hereinafter stated. Bidder certifies that it is not an Iran linked business.

No Lead Gasoline

Cost to school _____ (per gallon over invoice) or per gallon off pump.
Or
_____ % discount (after non-applicable taxes are removed)

Brand of gasoline _____

Octane of gasoline _____

Premium Diesel Fuel

Cost to school _____ (per gallon over invoice) or per gallon off pump
Or
_____ % discount (after non-applicable taxes are removed)

Brand of diesel _____

VENDOR _____

SIGNATURE _____

TITLE _____

DATE _____

BID COMPARISON SHEET

For Bid Comparison please list final cost per gallon on the date's listed below:

Sept 15th 2017 Diesel \$ _____

Gasoline \$ _____

Nov 15th 2017 Diesel \$ _____

Gasoline \$ _____

Jan 15th 2018 Diesel \$ _____

Gasoline \$ _____

March 15th 2018 Diesel \$ _____

Gasoline\$ _____