

2019-2020 Fuel and Purchase Delivery Bid Proposal

USD 378 Riley County Schools is requesting a bid for a fuel distributor to supply Ruby Red fuel to the District's transportation site at 12451 Fairview Church Road, Riley, KS 66531 during the 2019-2020 school year. The fuel service must include the following:

1. Supplier must provide a fuel tank to be located inside of the locked bus fence area at the already wired location at the address listed above. The fuel tank:
 - a. must be a 2,000 gallon tank in capacity.
 - b. must have an automatic fuel usage monitoring system that communicates with the distributor.
 - c. must have a fuel nozzle and pump system (115 V, 60 Hz, 4.9 Amps at full load) with a metered gauge that reads gallons pumped during the fill, as well as the total gallons pumped over the course of the contract.
 - d. must have a fine water/contaminate filter with a drain petcock. The filter will be changed by the supplier on an as needed basis, but at least annually.
2. The distributor shall be responsible for the maintenance of the tank and all its attachments, including monitoring and correcting any water in the fuel.
3. The District will be responsible for electric conduit hook-up and will supply the electricity to operate the pump.
4. Fuel deliveries must be made during the business day unless security arrangements are made with the Transportation Director for night time delivery.
5. Each fuel delivery must be accompanied by a truck pump receipt at the time of delivery. A designated location to leave the receipt will be arranged with the Transportation Director in the event delivery is made when no district representative is present at delivery time.
6. The delivered fuel must be fully treated Ruby Red #2. The Transportation Director will have the option to request blending with Ruby Red #1 during the cold months of the school year – usually mid-October to mid-March. The blend will usually be a 50/50 blend of Ruby Red #2 and Ruby Red #1, but can include a larger percentage of #1, if weather dictates. This blending will be included in the price per gallon of the contract.
7. The contract will run from its inception until the 31st of May, 2019. The price will be quoted as a price per gallon and total estimated contract cost based on an estimated fuel use of 21,000 gallons during the contract term. The final total cost will be determined by the actual fuel purchased.
8. Billing for fuel consumed will be done on a monthly basis with the District paying all bills on the 27th of the month or the closest business day to the 27th.

This sealed bid must be submitted in writing by US Mail or hand delivered to Riley County Schools at 204 W. Kansas, P.O. Box 326, Riley, KS 66531. The bid opening will begin at 9:15 am at the District Office on Friday, 26th, 2019.