

BID FORM

The Liberty County School Board, Office of the Superintendent of Schools, Bristol, Florida will receive bids on Petroleum Products for use in the operation of public owned vehicles, school buses and school plants subject to terms and conditions as outlined below.

Bids shall be sealed and marked "Bid on Petroleum Products", mailed to Liberty County School Board, 11051 NW County Road 20 or P.O. Box 429, Bristol, Florida 32321. Hand deliveries to Superintendents Office located at 11051 NW SR 20, Bristol, Florida 32321, to reach said office by 12:00P.M., EST on the 2nd day of June 2022.

Sealed bids will be opened and reviewed June 6th, 2022, at 2:00 PM EST., in the Liberty County School District Office of the Superintendent at 11051 NW SR 20, Bristol, Florida 32321 with presentation to the board for approval at the regular scheduled Board Meeting on June 14th, 2022 at 5:30 PM EST in the District Office Boardroom.

Applicable federal excise taxes shall not be included. The exemption certificates will be furnished in lieu of taxes as the products purchased under terms of this bid are to be used exclusively for public school purposes.

Quantity purchased shall be limited to district needs during the period, July 1st, 2022, to June 30, 2023.

I. Gasoline and Diesel Fuel

- A. Must meet specifications as provided by the Department of Agriculture, Division of Standards, Gasoline and Oil Section, Tallahassee, Florida. Bids must be submitted on regular unleaded ethanol free gasoline with an 87 higher octane. Bidders must specify the octane of gasoline being bid.
- B. Diesel fuel for use in buses must be Number 2 or better (low sulfur diesel) and meet all requirements for use as fuel for diesel engines in buses.

The 1990 Clean Air Act requires that all diesel fuel used in on highway vehicles as of October 1, 1993 contain no more that 0.05 percent sulfur by weight and meet either a minimum 40 cetane index or a maximum 35 percent aromatics content.

Bidders must stipulate whether a winter blend fuel brand is provided from November 1 through March 31 each fiscal year.

- C. Gasoline and diesel fuel to be furnished and delivered by the bidder to meet the requirements at each location.
- D. Successful bidder must furnish gasoline diesel and record gallons pumped out of each delivery site, as needed. Calibrated inventory sticks for each size and shape storage tank must be furnished by the successful bidder when required by the owner.

- E. Delivery shall be made to each storage site within the hours of 8:00 AM. to 3:00P.M. EST. on a regular workday unless by prior arrangement with a representative of the Superintendent of Schools.
- F. Delivery tickets presented for payment must carry the signature of the authorized agent of the Board at each school center or tank location.
- G. Since prices will fluctuate during the contract period, the successful bidder agrees that markup for profit will remain firm. The successful bidder agrees to furnish prices requested at random by the School Board to confirm the markup on any product furnished to the Board. This would have to include the purchase price as well as the selling price so a determination of the markup could be made to satisfy state auditors. This point was raised by the last audit team upon reviewing or bidding practices.
- H. Bids should be submitted on gasoline and diesel fuel based on the rack price as of June 1, 2022. However, with the present market fluctuations, bidders should state on bid sheets that prices will fluctuate, but the bidders markup will remain firm throughout the contract period.

An itemized list of applicable taxes must be included.

The School Board should receive notification of price increases.

All bids shall clearly set forth the detail trade name of the product that will be furnished and unit prices. It suggested that bidders use the reference number as in the bid request for listing bids on each product in the tabulation. Should there be a need, professional assistance from DOE Department of Transportation will be sought in determining the lowest and best bid. The right is reserved to reject bids or to accept any combination of bids. The decision of the School Board will be final. No bid may be withdrawn by any bidder for a period of thirty days after bids are opened.

Darrel L Hayes, Chairman
Liberty County School Board

ATTEST:

Brandon Kyle Peddie, Superintendent
Liberty County Schools

BID FORM

(ALL BIDS MUST BE SUBMITTED ON THIS FORM)

LIBERTY COUNTY SCHOOL BOARD
LIBERTY, FLORIDA

BOARD MEMBERS:

In accordance with your request for bids on gasoline and diesel fuel for use in schools and publicly owned school buses, vehicles, and generators of the Liberty County School Board, we wish to submit the following prices:

I. Gasoline: (net price not including Federal Tax)

A. Delivered to schools, the successful bidder furnishing and installing service facilities as outlined in bid request.

(1) Brand Name _____
Octane _____
Bidder's Purchase Price _____ per gallon
Markup (To Remain Firm) _____ per gallon
Selling Price _____ per gallon

(2) Brand Name _____
Octane _____
Bidder's Purchase Price _____ per gallon
Markup (To Remain Firm) _____ per gallon
Selling Price _____ per gallon

2. Diesel Fuel:(for use in buses)

Brand Name _____
Bidder's Purchase Price _____ per gallon
Markup (To Remain Firm) _____ per gallon
Selling Price _____ per gallon

3. Diesel Fuel: (for use in generators)

B. Delivered to schools, the successful bidder furnishing and installing service facilities as outlined in bid request.

- (1) Brand Name _____
- Bidder's Purchase Price _____ per gallon
- Markup (To Remain Firm) _____ per gallon
- Selling Price _____ per gallon

I certify that all products bid meet or exceed the specifications of the Liberty County School Board. (No item should be bid that does not meet or exceed specifications).

Signed _____

LIBERTY COUNTY SCHOOL BOARD
BRANDON KYLE PEDDIE SUPERINTENDENT
11051 NW SR 20, P.O. BOX 429
BRISTOL, FLORIDA 32321

MEMORANDUM

TO: All Vendors Submitting a Bid or Proposal
FROM: Brandon Kyle Peddie, Superintendent, Liberty County Schools
SUBJECT: Public Entity Crime Form Certification and Vendor Drug Free Workplace

The Legislature passed many revisions to the States Purchasing laws which are being incorporated into our rules. Two special conditions are as follows:

PUBLIC ENTITY CRIMES-

Any person submitting a bid or proposal in response to this invitation must execute the enclosed Form PUR 7068, sworn statement under section 287.133(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES, including proper check(s), in the space(s) provided, and enclose it with the bid-proposal. However, if you have provided the completed form to the submittal address listed in this invitation and it was received on or after January 1, 2012, the completed form is not required for the balance of the calendar year.

Second, preference will be given to vendors submitting a certification with their bid-proposal certifying they have a drug free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and became effective January 1, 1991. The special condition is as follows:

IDENTICAL TIE BIDS-

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established Procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. To have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

VENDORS SIGNATURE

"An Equal Opportunity Employer"

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to: _____
(Print name of the public entity)

by _____
(Print individual's name and title)

for _____
(print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes means a violation of any state or federal law by a person with respect to directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court record relating to charges brought by inducement or information after July 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes means: (1) A predecessor or successor of a person convicted of a public entity crime; or (2) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executive's partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment to income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

___ Neither the entity submitting this sworn statement, not any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, not any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

___ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

___ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted with a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH I (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(signature)

Sworn to and subscribed before me this _____ day of _____ 20_____.

Personally known _____

OR Produced identification _____ Notary Public-State of _____

(Type of Identification) My Commission expires _____

(Printed, typed, or stamped Commissioned name of notary public)

We have two above ground tanks. Liberty County School Board owns both tanks.

They are housed at the Bus Garage at 12643 Myers Ann Street Bristol, Florida 32321.

One 8000-gallon Diesel Tank and

One 8000-gallon Unleaded Gas tank.

Estimated Diesel annual consumption from, July 1,2022 to June 30, 2023 -24,000.00 gallons.

Estimated Unleaded Gas consumption from July 1, 2022 to June 30, 2023-10,000.00 gallons.