

SCOPE OF WORK

LANCASTER COUNTY GOVERNMENT AND SCHOOLS

FUEL SUPPLY

By submitting a bid, you will be giving assurance of your ability to furnish the quantities needed during the period of July 1, 2025 through June 30, 2026. You will also be giving assurance that the product you supply will be of sufficient quality to operate with efficiency the equipment of the County. In addition, you are required to make certain that quantities of fuel have been delivered and stored in the storage tanks for the Lancaster County Government and the Lancaster County School Board, in order to ensure that they will not run out of the fuel needed to operate their equipment.

All storage facilities and pumping equipment are owned by the Lancaster County Government and the Lancaster County School Board, except propane, and the supplier must furnish storage equipment that meets Federal, State, and local codes. Lancaster County assumes no responsibility for negotiation between propane suppliers concerning storage tanks.

Overfill protection is required and all fuel must be metered during delivery. Suppliers will be required to invoice the Lancaster County Government and the Lancaster County School Board, individually, for the actual amount of fuel pumped per the delivery truck. In addition, the supplier must pay the fuel tax and seek appropriate refunds of such tax.

Specifications

The Lancaster County Government and the Lancaster County School Board are requesting two types of bids: 1) A per gallon variable cost-plus differential for the various grades of fuel, and 2) A per gallon twelve-month fixed cost for the various grades of fuel. In addition, you must name the company from which the cost is secured. If you are the successful low bidder and if the Boards choose variable cost-plus differential, you must show upon request during the year the cost plus your differential and the company from which the product was secured. Spot checks will be made periodically throughout the year with companies and other local suppliers for companies.

The two types of bids are requested for each of the following grades of fuel:

87 Octane Gasoline

Diesel Fuel (40 Cetane)

Diesel Fuel (45 Cetane)

Propane

Heating oil

Other Requirements

The successful bidder shall, at all times during the life of the contract, carry adequate insurance. The supplier shall provide a proper completed certificate of insurance and submit it to the Lancaster County Government and the Lancaster County School Board no later than 14 business days after notice of award and before any deliveries may commence. The supplier shall be responsible for any product spillage and cleanup of the product in the course of delivery. Please note that cancellation of insurance will automatically place the contractor in default. The supplier shall keep proper insurance in full force and effect at all times during the life of the contract.

**For Reference – Lancaster County Government and Lancaster County School Board
Combined Fuel Usage for FY 2024 (July 1, 2023 - June 30, 2024):**

87 Octane Gasoline = 53,534 gallons

40 Cetane Diesel Fuel = 440 gallons

45 Cetane Diesel Fuel = 28,842 gallons

Propane = 866 gallons

Heating Oil = 20,579 gallons