

**NORTH PENN SCHOOL DISTRICT**  
Lansdale, PA 19446

**General Conditions for Bid**

1. The North Penn School District Board of School Directors invites bidders to submit sealed bids for the furnishing and delivery of **Liquid Propane Gas (LPG) and Maintenance Bid**.
2. **Bids will be accepted until 1:00 PM on Tuesday, April 11, 2023**. The bids will be opened at 2:00 PM on April 11, 2023 via Zoom. Please see NPSD website, [www.npenn.org/bidspec](http://www.npenn.org/bidspec), for Zoom meeting details a half an hour prior to the bid opening.
3. The bid must be submitted in a sealed envelope and clearly marked on the outside, **“Liquid Propane Gas (LPG) and Maintenance Bid 2023”**.
4. Bids shall be submitted **on the enclosed Bid Proposal Form**. Bids must be typewritten or written with ink and signed by the individual, partners, or corporate officer.
5. The successful bidder shall bid in strict accordance with the specifications as set forth. ~~No substitutions or alternates are permitted.~~ **ADDENDUM # 2**  
**We are adding an alternative bid and would like to have that responded to as well.**
6. A BID BOND OR CERTIFIED CHECK IN FAVOR OF THE NORTH PENN SCHOOL DISTRICT IN THE AMOUNT OF 10% OF THE TOTAL BID IS REQUIRED FROM EACH BIDDER AND MUST BE ENCLOSED WITH THE BID. THE BOND MUST BE ISSUED BY AN INSURANCE COMPANY. Only the bid bonds or certified checks of the successful bidders will be held until all terms of the contract are completed. The bid bonds or certified checks of the unsuccessful bidders will be returned at the time of the awarding of the contract.
7. **Delivery and maintenance service, at the designated District site location as listed in Attachment A, will cover the period of July 1, 2023, through June 30, 2025.**
8. The North Penn School District reserves the right to reject or accept any or all bids or any portion thereof and to waive any informalities permitted by law. ~~Bids must remain firm for a period of ninety (90) days from the date of bid opening.~~  
**ADDENDUM #1 - Bids must be firm until April 26<sup>th</sup>, 2023.**
9. Bidder shall insert the price per stated unit and the total cost extension against each item in the schedule hereto annexed, which the bidder has proposed to furnish and deliver. The unit price inserted must be net and must include all delivery charges – No Exceptions. In the event of a discrepancy between the unit prices and the total cost extension, the unit price will govern. The total bid is to be the sum of the quantity times the unit price for each item.
10. A purchase order issued by the School District covering any or all items included in this bid shall constitute a contract binding upon the bidder and the School District.
11. No charge will be allowed for federal, state, or municipal sales or excise taxes, for which the school district is exempt by law. The bid price shall be net and shall not include the amount of any such tax. Exemption certificates, if required, will be furnished on forms provided by the bidder.
12. The bidder agrees, if awarded an order, to furnish and deliver the said articles at such time, to such place, and in such quantities as specified, and that all of the articles shall be subject to the inspection and approval of the School District. Acceptance of delivery of materials or equipment to the site shall not constitute final acceptance by the School District. In the

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### **Liquid Propane Gas (LPG) and Maintenance Bid Specifications**

The North Penn School District (NPSD) is seeking Liquid Propane Gas (LPG) and Maintenance bids for the District's LPG fueled fleet of school buses. NPSD owns an 18,000-gallon storage tank and system located at the North Penn High School Bus Depot located at 1340 Valley Forge Road, Lansdale, PA 19446. The district will soon own 46 propane powered buses, and has approximately 58 propane powered buses utilized from a contractor. The district will continue to purchase propane buses through attrition.

The awarded bidder for the maintenance will be responsible for all maintenance, repairs and ongoing compliance associated with the LPG fuel equipment, including, but not limited to, the LPG storage tank, dispensers and pumps.

The awarded supplier will complete and comply with what is needed in order to provide the District the ability to obtain our allotted Federal Fuel Tax Rebate.

The awarded LPG vendor must be sure that all fuel is HD-5 Propane and includes any additives necessary, such as Methanol.

**A Prebid Onsite Visit will occur on Thursday, March 30<sup>th</sup> 11:00 a.m., please see Attachment A for directions to the meeting site.**

It is the District's desire to lock in the price of the LPG fuel and maintenance from July 1, 2023 through June 30, 2025.

- Anticipated usage for the 2023-2024 school year is 320,000 gallons
- Anticipated usage for the 2024-2025 school year is 350,000 gallons

#### **ADDENDUM #2**

**The District would also like to obtain alternate pricing for just one year.**

#### **Propane Equipment Details**

- 18,000 propane tank and skid manufactured by LPG Ventures.
- (4) Ebsray RC 20 propane pumps.
- (2) 9899KXDTK Atlas/Gasboy dispensers.
- Tank relief valves, internal valves, and piping valves manufactured by Rego.
- Misc. ball valves, forged steel fittings, pipe manufactured by Jomar, Bonney Forge, and Wheatland Tubing.
- The propane tank **DOES NOT** have a back-up generator attached. However, there is a generator Transportation to utilize if need be. To date, we have not experienced an outage that required the use of a generator.

#### **Training & Safety**

The qualified LPG fuel contractor shall supply safety training on the proper handling of the LPG fuel and the refueling of vehicles for drivers and mechanics as requested by NPSD.

- A. Annual LPG fueling training – In person fueling demonstration for all drivers will be required.
- B. Annual safety training on vehicles – In person coordinated safety training required for all drivers and local first responders. Training may be scheduled during evening hours to allow participation of local first responders.

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The Liquid Propane Gas (LPG) and maintenance contract will be for the years of July 1, 2023, through June 30, 2025.

<b>LPG COSTS *</b>			
<b>Year</b>	<b>Time Period</b>	<b>Annual Projected Gallons***</b>	<b>Price Per Gallon **</b>
<b>1</b>	<b>July 1, 2023 – June 30, 2024</b>	<b>320,000</b>	
<b>2</b>	<b>July 1, 2024 – June 30, 2025</b>	<b>350,000</b>	

<b>MAINTENANCE</b>	<b>Year 1</b>		<b>Year 2</b>	
	<b>\$Per Visit</b>	<b>\$Per Hour</b>	<b>\$Per Visit</b>	<b>\$Per Hour</b>
Quarterly General (Preventative) Maintenance				
Emergency Maintenance				

**ALTERNATE BID QUOTE:**

Liquid Propane Gas (LPG) and maintenance contract for one (1) year effective from July 1, 2023, through June 30, 2024.

<b>LPG COSTS *</b>			
<b>Year</b>	<b>Time Period</b>	<b>Annual Projected Gallons***</b>	<b>Price Per Gallon **</b>
<b>1</b>	<b>July 1, 2023 – June 30, 2024</b>	<b>320,000</b>	

<b>MAINTENANCE</b>	<b>Year 1</b>	
	<b>\$Per Visit</b>	<b>\$Per Hour</b>
Quarterly General (Preventative) Maintenance		
Emergency Maintenance		

- \* It is not guaranteed that the LPG and Maintenance contracts will be awarded to the same vendor. The district may award the LPG and Maintenance contracts combined or independent of one another.
- \*\* Price Per Gallon – Price must include delivery and all associated costs.
- \*\*\* No penalties or added charges for actual purchased quantities over or under the noted annual projection will be accepted.

**ANTICIPATED BID AWARD WILL BE APRIL 20, 2023.**

**LPG FUEL DELIVERY AND MAINTENANCE WILL BEGIN JULY 1, 2023.**

- Bidder acknowledges Addendum #1 on page 2, Number 8. Prices must be firm until April 26, 2023.
- Bidder acknowledges Addendum #2 on page 2, Number 5, Page 10 and Page 13. Alternate Quote for LPG and maintenance contract for one (1) year effective from July 1, 2023, through June 30, 2024.

Please sign to acknowledge.