

NOTICE TO BIDDERS

AVIATION FUEL PROVIDER

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the County of \_\_\_\_\_ will receive sealed proposals for the services of providing aviation fuel for the \_\_\_\_\_ County Airport at the office of the Director of Airport Operations, 100 Sunrise Blvd., Suite F, \_\_\_\_\_, CA 12345, until 4:00 p.m. on September 14, 1999. A subcommittee of the Airport Advisory Committee will interview prospective fuel providers on September 20, 1999. Bidders will be notified of the exact time for the interview. The subcommittee of the Airport Advisory Committee will make a recommendation to the Board of Supervisors upon completion of the interviews as to which bidder had the best proposal.

The type of fuel to be provided is 100LL aviation fuel and the approximate annual throughput is 60,000 gallons.

The bid must be made on the proposal form furnished by the County. Proposal forms are available at the office of the Director of Airport Operations, 100 Sunrise Blvd., Suite F, \_\_\_\_\_, CA 12345.

The County of \_\_\_\_\_ reserves the right to reject any or all proposals.

DATED: \_\_\_\_\_

\_\_\_\_\_, Chairman  
of the Board of Supervisors,  
County of \_\_\_\_\_, State of  
California

ATTEST:

\_\_\_\_\_, County Clerk and  
Ex-Officio Clerk to the Board of  
Supervisors

**BID PROPOSAL**

To: The Board of Supervisors  
County of \_\_\_\_\_  
Attn: Director of Airport Operations  
100 Sunrise Blvd., Suite F  
\_\_\_\_\_, CA 12345

Bid Proposal of:

Name

Address

Telephone

To furnish 100LL aviation fuel to the County of \_\_\_\_\_, for the \_\_\_\_\_ County Airport beginning on January 1, 2000 and ending by an agreed upon contract.

If this bid is accepted by the County, bidder hereby agrees to the following:

1. The bidder will enter into a Contract with the County in accordance with the bid documents within 15 days after award by the County.
2. The bidder declares under penalty of perjury that this bid proposal is made without collusion with any other person, firms or corporations.

Accompanying this proposal is a bidders guarantee in the amount of \$250.00. If this proposal is accepted and the bidder shall fail to enter into a Contract and/or furnish certificates as required herein within 15 days after the award is made, the Board of Supervisors may at its option determine that this bid is null and void and the bidders guarantee shall become the property of the County of \_\_\_\_\_.

Award of the contract, if awarded, will be based on the fuel provider's proposal for services including, but not limited to, the following:

1. The quality of fuel to be provided.
2. Insurance coverage.
3. Customer service record.
4. Services to be provided, including credit card acceptance, card lock system, and customer support, such as fuel quality assurance and fuel handling training.
5. Signs, decals, painting and advertising programs.
6. Draft contract to be submitted with bid.

Note: Please attach all additional information to this bid form.

The County reserves the right to reject any or all bids and to waive the irregularities in any bid.

**BIDDER**

Name (Print or Type)

Signature

If bidder is a corporation, the legal name of the corporation shall be set forth above together with signature of the officer or officers authorized to sign contracts on behalf of the corporation, if bidders are a co-partnership, the true name of the firm shall be set forth above together with the signature of the partners, and if bidder is an individual, his signature shall be placed above. If signature is by any agent, other than an officer or member of a partnership, a Power of Attorney must be filed with the

County Clerk, \_\_\_\_\_ County, California prior to the opening of bids or submitted with the bid, otherwise the bid shall be disregarded as irregular and unauthorized.

If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer and manager thereof; if a co-partnership, state true name of firm, also names of all individual co-partners composing firm; if bidder or other interested person is an individual, state first and last names in full.

This proposal is made this \_\_\_\_\_ day of \_\_\_\_\_, 1999.

### **INFORMATION FOR BIDDERS**

100LL aviation fuel shall meet the minimum requirements of the state and federal government including all Federal Aviation Administration regulations.

The location for delivery is the \_\_\_\_\_ County Airport, 2915 Highway 20, \_\_\_\_\_, CA.

The storage tank is a 12,000 gallon aboveground tank requiring the delivery vehicle to be equipped with a pumping device for off loading.

Deliveries shall be made within 24 hours of the order excluding weekends and holidays.

Copies of the Highway Transport Record shall be submitted with each delivery to the Airport Caretaker.

An invoice proof of actual costs at time of delivery shall be submitted within 7 days to the \_\_\_\_\_ County Airport, 100 Sunrise Blvd., Suite F, \_\_\_\_\_, CA 12345, FAX 555-455-5000, attention \_\_\_\_\_.

Payments will be made on a basis of Contractor's cost including taxes, markup and delivery charges

at the time of delivery as indicated by Contractors invoice proof of actual cost submittal. Payment to Contractor by the Airport can be made within 15 days.

Contractor shall indemnify, defend and save County, its agents, officers and employees from and against all loss, cost, liability, damage, expenses, injury and claims of any kind to Contractor or any other person arising from or in connection with Contractors performance or failure to perform under the Contract. Contractor shall secure and maintain in force for the full term of the Contract insurance policies which will protect Contractor and County and any of their authorized agents and employees from claims for bodily injury, death or property damage which may arise from Contractors performance or non-performance under the Contract, whether such performance be by Contractor or by an agent of Contractor, or anyone employed by him directly or indirectly. Said policies shall be for not less than the following amounts:

- A. General Liability, Bodily Injury and Property  
Damage Combined: \$15,000,000
- B. Automobile Liability, Bodily Injury and Property  
Damage Combined: \$1,000,000

Contractor shall within 15 days of execution of the Contract deliver to County a certificate of such insurance. The certificate shall certify that the policies contain a clause providing that written notice shall be given to County at least (30) days prior to termination, cancellation or reduction of coverage. Contractor shall comply with Section 3700 and 3800 of the California Labor Code which requires insurance for workers compensation, and shall provide a certificate of such insurance prior to execution of the Contract.