

**CECIL COUNTY PUBLIC SCHOOLS
DEPARTMENT OF BUSINESS SERVICES**

**GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
201 BOOTH STREET • ELKTON, MD 21921**

phone: 410.996.5474 • fax: 410.996.1081 • www.ccps.org

Serving Learners, Families, and the Community

Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

William H. Malesh
President, Board of Education

Date: June 9, 2021

Page 1 of 8

ADDENDUM #1 RFP# 21-07: Propane Fueling Station

To: Prospective Proposers

From: Richard Raulie, Purchasing Administrator

This addendum is to provide information and to answer questions asked by email sent to procurement@ccps.org. Proposers and related parties will be responsible to have read and understand all documents, the scope of work, addenda and all related solicitation documents issued. These documents will become attached to and part of the solicitation and award of bid contract.

Four pages of the pre-proposal/site examination meeting sign in sheets are attached to this addendum.

Information conveyed at Pre-proposal meeting:

- Filling nozzle must be 'Euro fill quick connect' type
- A keypad system for tracking users who fill tanks is optional.
- The electrical service for the propane tank fueling area was inspected by attendees and determined to be ample for pumping and other electronics, etc.
- Concrete pad is to be supplied for tank and related equipment only
- The scale site plan requested is provided for the proposed fueling station area and included in this addendum
- Full accessibility is required to parking lot in back of building and diesel pump during construction of fueling station
- Anticipated timeline for installation of fueling station is six weeks to a maximum of twelve weeks
- The fueling station will not be locked or fenced in
- No extra lighting needed for fueling station
- Fueling station is to be 100% turnkey-furnish, installation, ready for its intended use by proposer.
- Size tanks on buses is 100 gallons x 2. Consumption is approximately 30 gallons per bus per day.

Question 1 – Can you please tell me if bids can be submitted either via mail or in person prior to bid opening on June 17th at 2pm or does the bidding company have to have a representative physically present? If submitting prior to opening is permissible, will there be a virtual link to watch bid opening on June 17th?

Answer 1 – Bids may be submitted in person and by U.S. mail/UPS/FedEx, etc. No, there will not be a virtual bid opening, but the proposal opening is public. Proposals will be opened only and not read aloud. Scoring will occur at a later date. It is intended that this RFP award will go to the July 14 Board meeting for approval.

Question 2 – CCPS does confirm the station ownership shall be with the winning propane supplier?

Answer 2 – Yes.

Question 3 – Installation of the propane system shall be turnkey which is to include the tank, pump, fuel management, concrete pad and electric. The crash bollards are to be supplied by CCPS?

Answer 3 – Yes. And the applicable permits are to be pulled by the installer.

Question 4 – CCPS is also open to seek lump sum pricing for the concrete and electric work provided if the propane bidder deems necessary? Is there the potential for CCPS to pay off the electric and concrete through the rate per gallon instead of a lump sum payment?

Answer 4 – Lump sum pricing is requested for the fueling station. No, CCPS does not wish to pay for the fueling station through the rate per gallon of propane fuel.

Question 5 – CCPS would like to use the daily posted price of Mt. Belvieu, Texas on June 11, 2021 to come up with a universal base price for all propane bidders?

Answer 5 – Yes, specifically, use the “CONT AVG” rate. Example – 104.010 for 6/3/2021 equates to 1.04010.

Question 6 – Does the fixed annual rate above the refinery need to stay the same for 5 years or can it fluctuate each year and then it’s negotiated?

Answer 6 – The annual fixed rate must remain fixed for the first five-year contract period. After that period, pricing may be negotiated.

Question 7 – The total delivered price per gallon for CCPS will include Mt. Belvieu posting, transportation, markup to propane company but shall not include any taxes including excise?

Answer 7 – Yes. Do not include any taxes including excise taxes.

Question 8 – The propane tank installed at CCPS shall consist of 1-2000 gallon propane tank for adequate storage?

Answer 8 – The propane tank(s) may be two (2) 1,000 gallon propane tanks combined to equal 2,000 gallons or one (1) 2,000 gallon tank. A total 2,000 gallon propane tank is to be achieved for fueling buses either way.

Question 9 – Would you please provide me with the location of the site for installation and a proposed site plan, if available, and any additional information, terms and conditions that may have been added to this RFP document at that meeting?

Answer 9 – The location of the installation is 900 North East Rd., North East, MD 21901. A site plan is attached. Additional information is contained herein.

Question 10 – the RFP states in one part that the fueling station is to be furnished, installed, owned, maintained, and serviced by the proposer, and in a subsection underneath notes that CCPS is seeking lump sum pricing to furnish the Propane Fueling Station - pad, tank, electronics, pump, etc. Does the school district want to own the equipment or to lease it or have it incorporated into the propane per-gallon rate?

Answer 10 – CCPS will pay for the installation costs for the furnished, installed, owned, maintained, and serviced fueling station by the proposer. The fueling station will be an improvement to the CCPS location to be paid for at the beginning only, but CCPS does not want to lease it or have it incorporated into the propane per-gallon rate.

Question 11 – At the pre-bid meeting, it was deemed electric from electrical box at the rear of the diesel tank could be utilized for a run to the propane dispenser location. Was it clarified whether this would be single phase or three phase?

Answer 11 – The electric power is 3-phase, 208V.

Question 12 – The propane company responsible for quoting this electrical portion into their overall bid, correct?

Answer 12 – Yes, but separate from the fuel pricing.

Question 13 – CCPS Maintenance is to handle crash protection and concrete work or just crash protection?

Answer 13 – CCPS will install the crash protection bollards only.

Question 14 – As aforementioned at the meeting, will a site plan of the area be provided?

Answer 14 – Yes.

Question 15 – There was some back and forth discussion regarding a general pricing basis for our submittals. Was Mt. Belvieu weekly average decided upon with a reference date of June 11th to be the basis for our proposals?

Answer 15 – See Question and Answer #5 above.

Proposers obtaining the documents from the website are encouraged to review the website frequently to learn of any changes that may be made. Interested Bidders/Proposers are solely responsible for obtaining all relevant documents for CCPS solicitations, including, but not limited to: addenda, attachments, drawings and appendices.

As the duly authorized representative of the Contractor to make this agreement on behalf of the Contractor for which I am acting, I hereby declare that I have carefully examined the documents. I have received clarification on all items upon which any doubt arose, understand that all these form a part of the contract, and agree to complete all work as required to the satisfaction of Cecil County Public Schools.

Acknowledgement of Addenda

I/We acknowledge receipt of the following Addenda (if issued):

Authorized Signature _____

Addendum #1 _____ **Addendum #2** _____ **Addendum #3** _____

***Note: Proposer must sign and submit Addenda with the proposal submission. The same person signing the Addenda acknowledgement(s) must sign the Bid Form.**

Company Name

Authorized Signature / Date

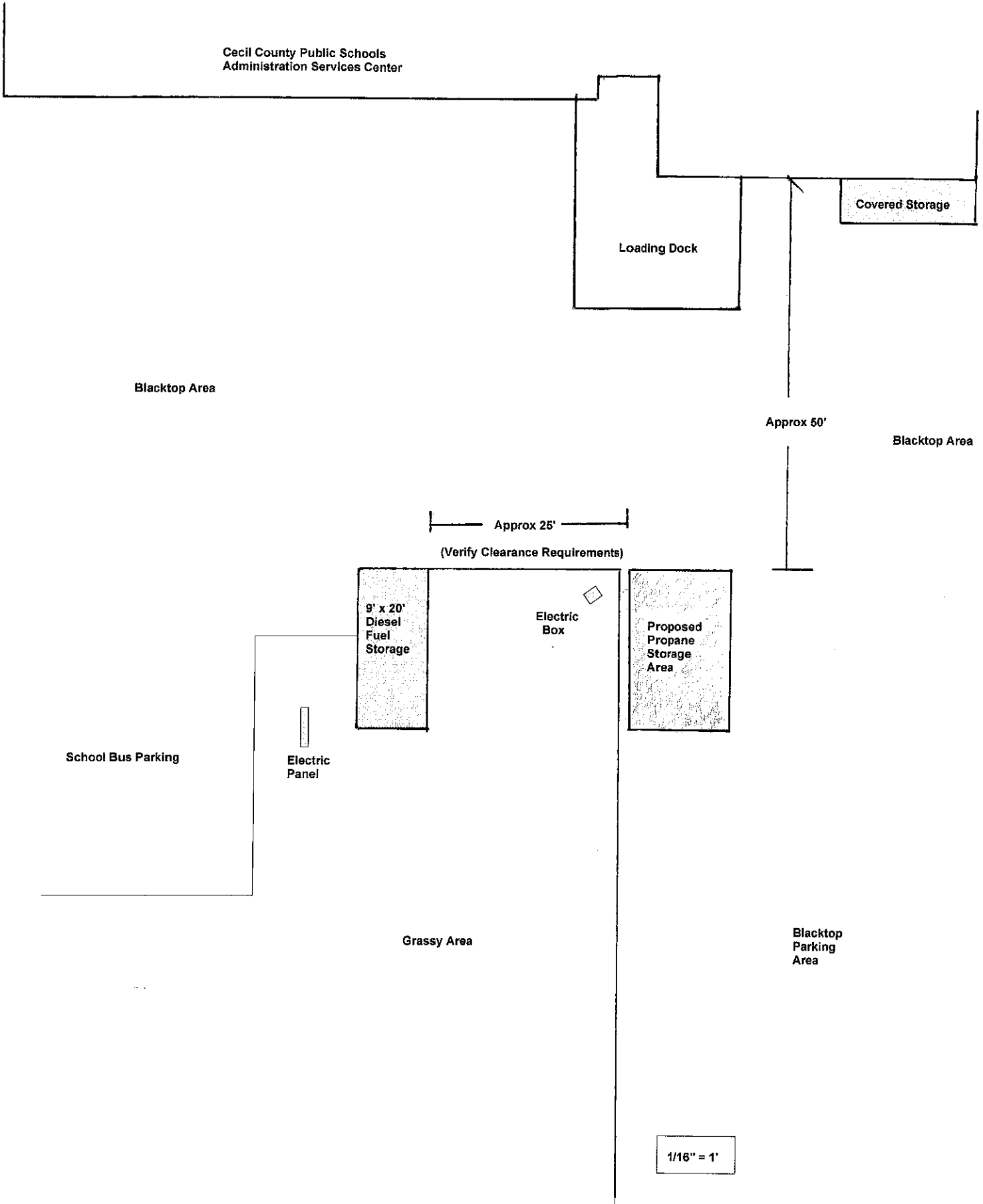
Address

Name Printed / Title

Address

Email and Telephone

RFP 21-07: PROPANE FUELING STATION



CECIL COUNTY PUBLIC SCHOOLS
CCPS RFP #21-07: Propane Fueling Station
June 2, 2021
1:00 (pm), Local Time

PRE-PROPOSAL / SITE EXAMINATION
Sign-in Sheet

Available Business Card
 here (If Available):

Company Name: CECIL COUNTY PUBLIC SCHOOLS

Address: 201 BOOTH STREET
ELKTON MD 21921

Telephone #: 410-996-5429x2

Fax #: 410-996-1081

E-Mail Address: Rick Rautie Rusty Ewing

Name (Printed) Kay Rautie Dave Malford

Name (Signature) Greg Tubney Deanna Perkins

Name: Schagringer Gas

Address: 505 Blue Ball Rd
Elkton, MD 21921

Phone #: 410-898-3400

Fax #: _____

E-mail Address: kmoodye@schagringer.com

Name (Printed) Ken Moody

Name (Signature) Ken Moody

Name: Thompson Gas

Address: 17591 Timberleigh Way
Woodbine MD 21797

Phone #: 443-545-4393

Fax #: _____

E-mail Address: JKENNEY@ThompsonGas.com

Name (Printed) Jeff Kenney

Name (Signature) Jeff K

Name: Schagringer Gas Co

Address: 100 N Broad St
Millersville, Pa

Phone #: 302-378-2000 EXT 3019

Fax #: 302-578-2888

E-mail Address: JPMeeks@schagringer.com

Name (Printed) Jeffrey Meeks

Name (Signature) JP Meeks



FAMILY OWNED AND OPERATED FOR FOUR GENERATIONS

192 Lake Rd West Grove, PA 19390

"The Finest in Propane Gas Service and Equipment"

Ken Moody

Branch Manager

Find us on Facebook

303-869-0139 - West Grove, PA
 303-341-4022 - DE, MD, PA

Cell: (610) 637-2136

Email: kmoodye@schagringer.com

Step Hei



Jeffery Kenney

Account Manager

Glenn Burnie, MD

Phone: 443-545-4393

jkennedy@thompsongas.com

ThompsonGas.com

Si

Jeff Meeks
 LP Branch Manager



(302) 218-2441

(302) 658-2000 x 3019

JPMEEKS@schagringer.com

www.schagringer.com

CECIL COUNTY PUBLIC SCHOOLS
CCPS RFP #21-07: Propane Fueling Station


June 2, 2021

10:00 (pm), Local Time

PROPOSAL / SITE EXAMINATION

Sign-in Sheet

Della Dine



**WICKERSHAM
CONSTRUCTION
AND ENGINEERING, INC.**

Matthew L. Hartman

hartmanml@wickcon.com
Phone: 717-397-8282 ext. 123
Cell: 717-873-2611

Staple Bu
Here (if

Company Name: Wickersham
Address: 777 E Ross
Lancaster PA
Phone #: 717 397 8282
Fax #: _____

E-Mail Address: hartmanml@wickcon.com
Name (Printed): Matt Hartman
Name (Signature): [Signature]



Richard Jones
Service Technician

Southern States Cooperative, Inc. Phone: (410) 557-7186
Jarrettsville Petroleum Service Fax: (410) 692-5970
1104 Baldwin Mill Road Toll Free: (800) 248-2880
Post Office Box 206
Jarrettsville, Maryland 21084

www.SouthernStates.com

Company Name: Southern States
Address: 4848 NORRISVILLE R-D
Phone #: 410-557-7186
Fax #: _____

E-Mail Address: dajones77@gmail.com
Name (Printed): RICHARD JONES
Name (Signature): [Signature]

Company Name: Southern States



Bart Howard
Manager
Jarrettsville Petroleum Service

Southern States Cooperative, Inc. Toll Free (800) 248-2880
4545 Norrisville Road Toll Free (866) 838-3158
White Hall, MD 21161-9614 Mobile (410) 937-5204
bart.howard@sscoop.com Fax (410) 692-5970

energy.southernstates.com

E-Mail Address: _____
Name (Printed): _____
Name (Signature): [Signature]
Company Name: _____
Address: _____
Phone #: _____
Fax #: _____
E-Mail Address: _____
Name (Printed): Bart Howard
Name (Signature): [Signature]

Company Name: Ferrellgas




MARK GOLBERG
Account Manager

M: 410-591-8398
P: 717-665-3588
E: MarkGolberg@Ferrellgas.com
Manheim Service Center
13 Doe Run Road
PO Box 37
Manheim, PA 17545

Ferrellgas.com

E-Mail Address: _____
Name (Printed): _____
Name (Signature): _____
Company Name: _____
Address: _____
Phone #: 410-591-8398
Fax #: _____
E-Mail Address: MarkGolberg@Ferrellgas.com
Name (Printed): Mark Golberg
Name (Signature): [Signature]

CECIL COUNTY PUBLIC SCHOOLS
CCPS RFP #21-07: Propane Fueling Station

June 2, 2021

1:00 (pm), Local Time



Marty Batze
AutoGas
Technical Service Manager
mbatze@chpk.com

520 Commerce Street
Salisbury, MD 21801

cell 443.397.3958

NYSE: CPK



www.sharpenergy.com

Staple Business Card Here (If Available):

PROPOSAL / SITE EXAMINATION

Sign-in Sheet

Name: SHARP Energy

Address: 520 Commerce ST

Phone #: 443.397.3958

Fax #:

E-Mail Address: MBATZE@CHPK.COM

Name (Printed): Marty Batze

Name (Signature): [Signature]

Company Name: Superior Plus Energy / Allied Propane

Address: Elkton MD

Phone #: 302 354-7126

Fax #:

E-Mail Address: LJanocha@SuperiorPlusEnergy.com

Name (Printed): Luke Janocha

Name (Signature): [Signature]

Luke Janocha
TERRITORY SALES REP

Phone: 302-354-7126

Email: ljanocha@superiorplusenergy.com

Allied Propane Elkton, MD
Allied Propane Chester, PA

www.superiorplusenergy.com



Company Name: AmeriGas Propane

Address: 460 N. Gulph Road
King of Prussia, PA

Phone #: 610-906-6078

Fax #:

E-Mail Address: taylor.canavan@americas.com

Name (Printed): Taylor Canavan

Name (Signature): [Signature]



Driving every day

Taylor Canavan

PA Territory Sales Representative

Taylor.Canavan@AmeriGas.com

(610) 906-6078

www.amerigas.com

Staple Business Card Here (If Available):

Company Name:

Address:

Telephone #:

Fax #:

E-Mail Address:

Name (Printed):

Name (Signature):



Ward Whiteside
AutoGas Service Technician

wwhiteside@chpk.com

5011 N. DuPont Hwy
Dover, DE 19901

cell 302.612.1141

NYSE: CPK

www.sharpautoogas.com



JNTY PUBLIC SCHOOLS
07: Propane Fueling Station
June 2, 2021
) (pm), Local Time

YSAL / SITE EXAMINATION
Sign-in Sheet

Sharp Energy
5011 N. DuPont Hwy

#: (302) 612-1141

#:

520 Commerce Street
Salisbury, MD 21801

d) Wardy Whiteside

e) Ward Whiteside

e) Sharp Energy



Mike Petito
Manager of Sales
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mpetito@chpk.com

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fax 410.260.1539

NYSE: CPK

www.sharpautoogas.com



Staple Business Card
Here (If Available):

Staple Business Card
Here (If Available):

Staple Business Card
Here (If Available):

Address:

Telephone #: 410-251-3020

Fax #:

E-Mail Address:

Name (Printed)

Name (Signature)

Company Name:

Address:

Telephone #:

Fax #:

E-Mail Address:

Name (Printed)

Name (Signature)

Company Name:

Address:

Telephone #:

Fax #:

E-Mail Address:

Name (Printed)

Name (Signature)