

**BID NOTICE
PETROLEUM FUEL PRODUCTS**

Sealed bids will be received by the Board of Commissioners of Carroll County, Ohio, for a fixed bid margin price per gallon for each product specified on the bid form, up to and open them at, **9:00 a.m. on Thursday, March 13, 2025** at the office of the **Carroll County Engineer** located at **200 Kensington Road NE, Carrollton, Ohio 44615**, for furnishing 87 octane unleaded gasoline, premium grade off-road diesel fuel, and premium grade on-road diesel fuel to be delivered to the Carroll County Highway Garage located at 200 Kensington Road NE, Carrollton, Ohio. All tanks are owned by the County. The bids are to run from **May 1, 2025 to April 30, 2026**.

The successful bidder shall furnish to the County product information and specification sheets for the products to be bid:

- 1) 87 octane unleaded gasoline
- 2) Premium grade off-road (dyed) diesel fuel
- 3) Premium grade highway/on-road (un-dyed) diesel fuel

The bid margin shall include all of the supplier's costs, freight costs to their facility and delivery to location, as well as all PAT (Petroleum Activity Taxes, etc.), overhead and profit required. The bid margin price, per gallon, shall be firm for the entire term of this contract.

For the term of this contract, the **benchmark** price for each product will be determined as follows:

-The **Unbranded Low Price**, as set at 10:00 AM and listed for the day of delivery of each product to each entity on the daily OPIS price report for the Akron / Canton Market Area.

-Supplier to submit the Fuel Cost Calculation Sheet provided by the County (Sample Attached) along with the OPIS Daily Price Report for each day gas or fuel is delivered.

In accordance with Section 6416 of the Internal Revenue Code, suppliers will assume the responsibility of filing of the federal gas tax refund or tax credit rather than passing it on to the County.

All products are subject to inspection/testing and approval as deemed necessary by the Carroll County Engineer. The expense of the inspection/testing is to be the responsibility of Carroll County if the product passes all tests. If the product fails said test then the cost is to be the responsibility of the bidder.

The Board of Commissioners reserves the right to waive any formalities, accept or reject any or all bids, and to determine the lowest and/or best bid. Eligible suppliers will be selected based on the information provided on the bid form and from the specification sheets provided.

All bids shall be on the "BID FORM" provided, shall be signed and include a Delinquent Taxes Affidavit. All bids must be sealed and plainly marked "BID -PETROLEUM FUEL PRODUCTS" and mailed or dropped off to the Carroll County Engineer's office as noted in the first paragraph above.

For complete bid packets, contact the Engineer's office at 200 Kensington Road, Carrollton, Ohio 44615, Phone: 330-627-2345 or send a request to janice.leggett@carrollcountyohio.us.

NOTE: This notice is posted on the Carroll County Commissioners' internet site on the world wide web at [Http://carrollcountyohio.us/public-notices/](http://carrollcountyohio.us/public-notices/) and may be accessed by clicking on the link titled "Bid Notice – Petroleum Fuel Products".

BY ORDER OF THE BOARD OF COMMISSIONERS
OF CARROLL COUNTY



Melissa N. Schaar, Clerk

Posted February 3, 2025

Published in *Free Press Standard* February 7, 2025

SPECIFICATIONS

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- 1) 87 octane unleaded gasoline
- 2) Premium grade off-road (dyed) diesel fuel
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Minimum octane rating shall be 87 for regular unleaded. All #2 Diesel (both Un-dyed Highway and Dyed Off Road) shall be Ultra Low Sulfur Fuel and for use in Diesel Engine powered equipment and vehicles.

During winter months, fuel to be supplied with necessary additives for operation in cold weather. Suppliers are required to bid a set price per gallon for winter additives in their bid. This additional amount will be added to each gallon of diesel fuel delivered during cold weather months as requested by the county. Time period may vary, but will typically be from November thru March.

Supplier to drop off all fuel delivery tickets to the office at 200 Kensington Road NE, Carrollton, OH.

The following approximate fuel usage is provided for information only and is no guarantee of actual purchases:

	Gas	Highway Diesel Fuel	Off Road Diesel Fuel
2022	16,000	38,000	14,000
2023	15,900	24,500	13,600
2024	16,500	24,300	13,100

**OFFICE OF THE
CARROLL COUNTY ENGINEER**

BRIAN J. WISE, P.E., P.S.
200 Kensington Road NE
Carrollton, Ohio 44615
(330) 627-4110

Bid form for
PETROLEUM FUEL PRODUCTS

Bidder's Name: _____ Date: _____

Address: _____ Phone: _____

_____ Fax: _____

Email: _____ Signature: _____

Fed. I.D.# _____ Print Name/Title: _____

Source of Material (location): _____

This bid is subject to all requirements as stated in the BID NOTICE and SPECIFICATIONS.

GASOLINE & DIESEL FUEL BID MARGINS*

Highway Department Main Garage - Carrollton, OH			** Winter Fuel Additive
Unleaded 1,000 gal	#2 Diesel 4,000 gal (Highway/Un-Dyed)	#2 Diesel 500 gal (Off Road/Dyed)	For Diesel Fuel price per gallon

*Note: Bidders to provide bid margin only in the spaces provided.

Margin bid per gallon shall include:

- All freight costs to the supplier and to deliver product to location specified. No additional fuel surcharges will be accepted.
- All overhead and profit of supplier
- PAT (Petroleum Activity Taxes)
- Margin to remain firm for entire term of this contract.

**Note: Winter Fuel Additive: Bidder to specify additional cost per gallon to be added to the Base price of #2 Diesel delivered November through March.

**PLEASE SIGN THIS BID FORM & RETURN WITH THE COMPLETED DELINQUENT TAXES AFFIDAVIT
AND PRODUCT INFORMATION AND SPECIFICATION SHEETS**

FUEL COST DATA SHEET

COMPANY NAME*

EMAIL TO: tflanagan@carrollcountyohio.us

Form to be completed and sent every day of product delivery to the receiving entity along with the 10:00 AM OPIS Daily Report for the day of product delivery.

The prices for fuel and gas deliveries listed are for the following date: **05/01/24**

HIGHWAY DEPARTMENT MAIN GARAGE, CARROLLTON, OH

Product	Benchmark Cost	Margin	Winter Fuel Additive	Total	State tax	Fed L.U.S.T. tax	Nora	Pat tax	Super Fund	Fed Envo	County net cost per gallon
Regular (87) unleaded	1.7480	0.1100	0.0000	1.8580	0.3850	0.0000	0.0000	0.0170	0.0035	0.0019	2.2654
Low Sulfur (undyed)	1.7553	0.1100	0.0200	1.8853	0.4700	0.0000	0.0000	0.0184	0.0039	0.0021	2.3797
Low Sulfer (dyed)	1.7553	0.1100	0.0200	1.8853	0.0000	0.0000	0.0020	0.0184	0.0039	0.0021	1.9117

Benchmark Cost is the Unbranded Low Price, as set at 10:00 AM and listed for the day of delivery of each product to each entity on the daily OPIS Daily Report for the Akron/Canton Market Area

**NOTE: Vendor to complete highlighted boxes only.*