

**County of Callaway - Fulton, Missouri**  
**Bid #9 - 2025 Vehicle and Equipment Fuel**

February 5, 2025

Now on this day the Callaway County Commission is accepting bids on fuel for the County Road & Bridge Department and other Departments. This bid will be for a one-year period that runs from April 1, 2025 through March 31, 2026. Please contact David Thomas, PE the Callaway County Road & Bridge Department Administrator at Email: [dthomas@callawaycounty.org](mailto:dthomas@callawaycounty.org), Off. Ph. (573) 642-0740 with any questions.

Bid packages may be picked up at the County Commissioner's Office, 10 East Fifth Street, Fulton, MO 65251.

**All bids must be received no later than Tuesday, March 11, 2025 at 11:00 a.m. at which time they will be opened.**

The Commission reserves the right to accept or reject any and/or all bids.

**County of Callaway - Fulton, Missouri**  
**Bid #9 – 2025 Vehicle and Equipment Fuel**

**Please note the date for bidding price in paragraph 3 below.**

Now on this day the Callaway County Commission is accepting bids on unleaded fuel (no less than # 87 octane), # 2 ultra-low sulfur/dyed diesel fuel, and #1 premium diesel (or any blends/mixtures to be used to help prevent gelling during the winter months) for the 2025 bidding year.

Bids will be for a one-year period that runs from April 1, 2025 through March 31, 2026. Bid price shall include all applicable tax. Bid on both truck and transport loads. Expected usage is approximately:

Diesel	- 124,000 gallons
Unleaded	- 43,000 gallons

**The bidder shall submit a copy of an invoice for the rack price on March 7, 2025 showing the fuel costs at the time of bidding, with the bid based upon a set markup over cost.** Bidder shall bid a set markup over the Mid- Missouri rack price for unleaded, # 2 dyed diesel fuel, and #1 premium diesel (or any blends/mixtures to be used to help prevent gelling during the winter months) at the date of delivery.

Delivery locations will be to the County Maintenance Building at 5901 County Road 302 in Fulton, MO as well as up to 11 - 500 gallon fuel tanks located throughout the county (individual addresses can be provided directly to the bidders upon request).

The fueling station option for unleaded fuel shall include a list of fueling station(s) at which County vehicles can fuel up. The stations shall be located within Callaway County and open at minimum during the hours of 6 am to 10 pm, 7 days a week.

1. At least one facility must be inside the city limits of Fulton.
2. At least one facility must be open 24 hours per day, every day of the year, and must be, and within six (6) miles of the city limits of Fulton.
3. The bidder shall supply the County with fleet fuel cards for as many county staff or vehicles that need them and provide the county with monthly usage reports tracked to each card with each invoice.
4. The bidder shall identify the cost for system setup and maintenance and the means of access to the pumps in the bid.
5. The bidder shall identify the location(s) of the fueling station(s) in the bid.

If you have any questions, contact the Callaway County Road and Bridge Department or the County Commission. All bids must be submitted no later than Tuesday, March 11, 2025, at 11:00 a.m. and will be opened at that time. **ALL BIDS MUST BE SUBMITTED ON FUEL BID FORM OR THEY WILL BE REJECTED!** The Commission reserves the right to reject any and/or all bids.

## **County of Callaway - Fulton, Missouri**

All **mailed** or **carrier delivered** sealed bids, subject to the Instructions and General Conditions of Bidding listed below and any special conditions set forth herein, will be received at the Office of the County Commission, Callaway County Courthouse, 10 East Fifth Street, Fulton, Missouri 65251, until 4:30 p.m. on Friday, March 7, 2025. **Hand delivered** sealed bids will be received in the office of the County Commission until the scheduled time of opening. The sealed bids shall be for furnishing the Callaway County Road and Bridge Department with the material and / or list of materials, supplies, equipment, or services shown on the attached sheet(s). Proposals shall include all charges for delivery, packing, etc., to the Callaway County Road and Bridge Department Office, 5901 County Road 302, Fulton, Missouri 65251 and other locations as specified.

**The bid is scheduled to be opened at 11:00 a.m. on Tuesday, March 11, 2024 in the County Commission Chambers, County Courthouse, 10 East Fifth Street, Fulton, Missouri 65251.**

### **INSTRUCTIONS AND GENERAL CONDITIONS OF BIDDING**

1. The Callaway County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County.
2. Bidders must give the unit price, extended totals, and sign the bid. Identify your bid by number, article, and opening date on the outside of the envelope the bid is sent in.
3. Identify the item you will furnish by brand or manufacturer's name and catalog numbers. Furnish specifications and descriptive literature.
4. When products or materials of any producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales Taxes in bid process, as the County is exempted from them by law. A copy of the County's Tax Exemption Certificate will be provided upon request.
6. Delivery date/time frame must be stated on the bid sheet.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Vendor or Contractor must notify the County Clerk, or in the case of a Road and Bridge Bid, the County Engineer or County Commission.
8. In case of default by the Bidder or Contractor, the County of Callaway will procure the articles or services from other sources and hold the Bidder or Contractor responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or email will be accepted.
12. Failure to comply with any of the above Instructions and General Conditions of Bidding may disqualify the bidder.
13. The County of Callaway, Missouri expressly denies responsibility for, or ownership of, any item purchased until same is delivered to the County and is accepted by the County Commission.
14. As noted above, bid prices shall be good for the one-year period specified.



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BIDDER COMPANY NAME:			
ITEM NO.	ITEM DESCRIPTION AND SPECIFICATION	UNIT	UNIT PRICE
1	<b>Unleaded, no less than # 87 octane (Delivered to County Shed)</b>		
	Rack Price plus weights and measures Fee	Gal.	
	Vendor Mark Up	Gal.	
	Gas Tax plus DNR Fee	Gal.	
	Freight and Delivery Fees	Gal.	
	Total for Bid Item No. 1	Gal.	
2	<b>Unleaded, no less than # 87 (from fueling station)</b>		
	Rack Price plus weights and measures Fee	Gal.	
	Vendor Mark Up	Gal.	
	Gas Tax plus DNR Fee	Gal.	
	Freight and Delivery Fees	Gal.	
	Total for Bid Item No. 2	Gal.	
	Pump Access setup and mainteance cost	Lump Sum	
3	<b>Diesel #2, ultra-low sulfur/dyed diesel fuel (Delivered to County Shed)</b>		
	Rack Price plus weights and measures Fee	Gal.	
	Vendor Mark Up	Gal.	
	Gas Tax plus DNR Fee	Gal.	
	Freight and Delivery Fees	Gal.	
	Total for Bid Item No. 3	Gal.	
4	<b>Diesel #2, ultra-low sulfur/dyed diesel fuel (Delivered to remote 500 gallon tanks)</b>		
	Rack Price plus weights and measures Fee	Gal.	
	Vendor Mark Up	Gal.	
	DNR Fee Only (Exempt from fuel tax)	Gal.	
	Freight and Delivery Fees	Gal.	
	Total for Bid Item No. 4	Gal.	
5	<b>Blended Diesel #1, used to help prevent gelling during the winter months (Delivered to County Shed)</b>		
	Rack Price plus weights and measures Fee	Gal.	
	Vendor Mark Up	Gal.	
	Gas Tax plus DNR Fee	Gal.	
	Freight and Delivery Fees	Gal.	
	Total for Bid Item No. 5	Gal.	
6	<b>Blended Diesel #1, used to help prevent gelling during the winter months (Delivered to remote 500 gallon tanks)</b>		
	Rack Price plus weights and measures Fee	Gal.	
	Vendor Mark Up	Gal.	
	DNR Fee Only (Exempt from fuel tax)	Gal.	
	Freight and Delivery Fees	Gal.	
	Total for Bid Item No. 6	Gal.	
NOTES			
The bidder shall submit a copy of an invoice for the rack price on March 7, 2025 showing cost at the time of bidding, with the bid based upon a set markup over cost.			