



KENDALL COUNTY HIGHWAY DEPARTMENT

**NOTICE TO BIDDERS
INSTRUCTIONS TO BIDDERS
SPECIFICATIONS
BID FORM**

For

BULK FUEL

**November 8, 2024
10:00 A.M**

NOTICE TO BIDDERS

Kendall County Highway Department will accept sealed bids for the purchase and delivery of Unleaded Gasoline and Diesel Fuel to the Highway Department, located at 6780 Route 47, Yorkville, IL. This bid is for an annual contract that anticipates the purchase of approximately 12,000 gallons of unleaded gas, and 20,000 gallons of diesel fuel.

Bids will be accepted until 10:00 AM on November 8, 2024, at which time they will be opened and read publicly. Kendall County reserves the right to reject any or all bids and to waive irregularities. Additional information and bid forms may be obtained by contacting Kendall County Highway Department at 630.553.7616.

INSTRUCTIONS TO BIDDERS

KENDALL COUNTY FUEL BID - 2024

Bidders are invited to submit sealed bids for the purchase and delivery of approximately 12,000 gallons of 87 octane unleaded gas with ethanol, and approximately 20,000 gallons of high quality Ultra Low Sulfur Bio-Diesel Fuel Blend to Kendall County Highway Department for a twelve month period, from December 1, 2024 to November 30, 2025. The quantity of fuel to be bid is based on previous years usage, provided in the following table.

HISTORICAL FUEL USAGE – KENDALL COUNTY HIGHWAY DEPARTMENT

Fiscal Year	Unleaded Gas (Gallons)	Diesel Fuel (Gallons)
2014	17,141	25,674
2015	15,796	18,137
2016	12,477	15,984
2017	13,650	16,507
2018	12,025	20,380
2019	11,358	21,615
2020	11,116	17,678
2021	11,602	20,239
2022	10,734	20,087
2023	12,151	18,085

10-Yr. Averages: 12,805 19,439

Sealed Bids:

Sealed bids will be received at the Kendall County Highway Department, 6780 Route 47, Yorkville, IL 60560 until 10:00 AM November 8, 2024, and shall be opened and read aloud at that time. Bids received after 10:00 AM WILL NOT BE ACCEPTED. All bids shall be contained in a sealed envelope, shall be marked “**2024 Fuel Bid**”, and shall have the name, address and telephone number of the bidder affixed to the sealed envelope.

Signature on Bids:

Bids shall be made on the Bid Sheet contained herein, and shall be fully completed in ink. Signatures shall be in long hand, and the completed form shall be without delineations, alterations or erasures. By submission of a bid, prospective bidders agree to all the terms and conditions detailed herein.

The signature on bid documents shall be that of an authorized representative of the bidder. An officer or agent of the offering bidder, who is empowered to bind the bidder in a contract, shall sign the proposal and any clarifications to that proposal. Each bidder, by making and signing their bid, represents that they have read and understand the bidding documents.

Tax Exemption:

Kendall County may be exempt from certain State, Municipal or Federal Excise Taxes. Each bidder must be prepared to file for any refund relating to said taxes. Kendall County is not to be billed for any exempted Federal and/or Sales Taxes.

Quantity Requirements:

It is estimated that the Kendall County Highway Department will require approximately 12,000 gallons of 87 octane gasoline and approximately 20,000 gallons of Ultra Low Sulfur Diesel Fuel delivered to the Highway Department during the term of the contract. This contract will be for a twelve-month period, commencing December 1, 2024 and ending November 30, 2025.

Decreases to Estimated Quantities: The quantities heretofore identified are estimated only. Kendall County reserves the right to decrease the amount of fuels purchased under this contract with no penalties, fees, or additional charges.

Increases to Estimated Quantities: In the event Kendall County purchases more than 12,000 gallons of unleaded gasoline or 20,000 gallons of diesel fuel, the Vendor may increase the per-gallon price charged for said fuels; however, the price per gallon shall not exceed the Vendor's rack price on the date of delivery plus 10¢ per gallon.

Prices:

Prices shall remain in effect throughout the length of the contract, and shall be a FIXED RATE PER GALLON. The Illinois Motor Fuel Tax and Underground Storage Tax shall be identified as a separate line item on the bid, and said fees shall also be identified separately on invoices submitted to the Department.

If the Federal Government, through any of its agencies, imposes price controls or pricing rules during the term of the contract, the supplier shall comply with such rules and regulations. Kendall County will **not** be responsible for any such increase in cost during the length of the contract.

Illinois Business Office:

All bidders must have an Illinois Business Office, with a physical presence in the State of Illinois. All bidders must pay applicable Illinois motor fuel taxes in order to be eligible to bid.

Award of Bid:

The bidder acknowledges the right of Kendall County to accept the bid, in whole or part, deemed to be the lowest responsible bid, after all bids have been examined and evaluated. The bid is expected to be awarded at the November 19, 2024 Kendall County Board Meeting.

SPECIFICATIONS

KENDALL COUNTY FUEL BID - 2024

87 Octane Top Tier Unleaded Gasoline

Unleaded gasoline shall be Top Tier Gasoline having a minimum octane rating of 87 (R+M)/2 and shall not contain more than 10% alcohol-based fuel. Gasoline detergent additives shall prevent the formation and accumulation of gum and disperse coke that may have formed. Additive shall improve performance, protect against deposit buildup and shall have an A-rating corrosion protection. Additive ratio shall not be less than 2.5x the minimum specified Lowest Additive Concentration (LAC) by the IEPA.

Ultra Low Sulfur Diesel Fuel Specifications

ULS Diesel Fuel must be a high quality ULS Bio-Diesel (B2) blend. It must meet the specifications attached hereto and incorporated herein as "Exhibit A". Diesel Fuel will be seasonally and geographically blended for low temperature and performance, as to insure a low cloud point and pour point.

Diesel Fuel Shall Meet or Exceed:

- ASTM D975 requirements for #2 Diesel Fuel
- "Premium" criteria recommended by NCWM, EMA, and TMC for thermal stability and detergency
- DW 10 Injector Test (detergency measurement)
- NACE fuel corrosion test
- D975 allows #2 distillate fuel blended with biodiesel $\leq 5\%$ volume, meeting ASTM D6751

Testing of Products

Kendall County reserves the right to independently and randomly test both unleaded gas and diesel fuel for compliance with all specifications contained herein. Non-compliance may incur penalties up to and including forfeiture of the contract.

DELIVERY

Fuels shall be delivered to the following location and placed in tanks provided. Kendall County Highway Department has one, 1500-gallon Unleaded Gas Tank, and one, 2000-gallon Diesel Fuel Tank. Both tanks are dual-wall and above ground.

Kendall County Highway Department
6780 Route 47
Yorkville, IL 60560

All deliveries to the Highway Department shall be made on weekdays between the hours of 7:00 AM and 4:00 PM, unless otherwise directed by the Kendall County Engineer. Deliveries shall be made within twenty-four hours of notification of the need for gasoline or diesel fuel. The successful bidder shall be directly responsible for any and all delivery charges. Do not include any delivery charges on your bid. Kendall County will pay no delivery charges.

EXHIBIT A

Specification for Biodiesel

Biodiesel shall meet or exceed standard specification ASTM D975-20 for Bio-Diesel (B100)

Typical Properties

Specific Gravity	0.81 – 0.88 @ 60°F (15.6°C)
Viscosity cST @ 40°C	3.0
Cloud Point °F (August/March)	5
Pout Point °F (August/March)	< -15
Sulfur % ULSD (on/off highway)	< 15 ppm
Lubricity, HFRR @ 60°C, micron	≤ 460
Cetane	46 - 49
Flash Point °F	> 125
Ash % mass max	0.01
Water & Sediment, % Vol.	< 0.05
Copper Strip Corrosion	No. 1
Pure Bio-Diesel Blend	≥ 2%

Typical Additive Package

- Cetane Improver to enhance fuel ignition quality
- Detergent to remove deposit buildup from both fuel injector tips and internal injector mechanisms
- Corrosion Inhibitors to reduce corrosion of piping, storage tanks, and engine parts
- Lubricity Enhancer to protect critical fuel pumps and injectors
- Oxidation Inhibitors to reduce sludge buildup, prevent formation of gum & deposits, and extend filter life
- Fuel Stabilizers to promote thermal stability and maintain original fuel quality for longer periods of time
- Demulsifier to shed free water faster and more completely
- Moisture Control to help prevent corrosion, microbial activity, and operational problems.

Winter blend shall be with ULSD #1 per ASTM specifications



KENDALL COUNTY HIGHWAY DEPARTMENT

6780 Route 47 Yorkville, Illinois 60560

(630) 553-7616

BID SHEET
BULK FUEL BID

November 8, 2024

CONTRACT PERIOD – TWELVE (12) MONTHS December 1, 2024 – November 30, 2025			
Approx. Quantity	Description	Unit Price – Unleaded Gas \$ / Gallon	Unit Price – Diesel Fuel \$ / Gallon
12,000 Gallons	87 Octane Top Tier Unleaded Gasoline w/ Ethanol	\$ _____	
20,000 Gallons	Diesel Fuel – High Quality ULSD Biodiesel (B2) Blend		\$ _____
	Underground Storage Tax	\$ _____	\$ _____
	Illinois Motor Fuel Taxes	\$ _____	\$ _____
	Environmental Impact Fee	\$ _____	\$ _____
	Total Per Gallon Cost:	\$ _____	\$ _____

Any State, Local or Federal Excise Taxes shall be paid for by the vendor. It will be the duty of the vendor to apply for and request any refunds from the government where these taxes are concerned.

Bid Submitted By:

Company Name: _____

Address: _____

Phone: _____

Signature of Bidder: _____

Title: _____

RETURN THIS SHEET FOR BIDDING