

**SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN MUNICIPALITY**

April 21, 2009

INVITATION TO BID – #2 HEATING OIL

The School Administrative Unit #19 and the Town of Goffstown (Municipality) are soliciting sealed bids to provide #2 Heating Oil during the fiscal year beginning July 1, 2009 through June 30, 2010 for the following organizations:

- A. Goffstown School District
- B. Dunbarton School District
- C. New Boston School District
- D. School Administrative Unit #19
- E. Town of Goffstown

Said bids are due no later than **Friday, May 15, 2009 at 3:30 PM. We request a validity period of five (5) working days through 3:30 PM Friday, May 22, 2009.** Bids shall be submitted on the form(s) furnished, in sealed envelopes, clearly marked with your company's name and address, annotated "**Bid – #2 Heating Oil**" and addresses as follows:

**Raymond Labore
Business Administrator
School Administrative Unit #19
11 School Street
Goffstown, NH 03045**

REQUIREMENTS: Bids must include transportation and tailgate delivery, if applicable. All fuel furnished shall conform to Federal Standards VV-F 815A, as amended. The maximum sulfur of #2 Heating Oil is 0.4%. In the event of a change in the federal standard, sulfur content will not exceed whichever is the lowest sulfur content. Billing will be by a monthly invoice with all delivery tickets attached. Fees are fixed at the bid price submitted for the duration of the contract. No additional cost or fees of any kind will be honored. Morning call, afternoon delivery and afternoon call, morning delivery will be provided when necessary; automatic delivery will be in place for this contract period unless notified otherwise. The vendor's ability to support and monitor automatic delivery is a requirement of this bid. While on automatic delivery it is the vendor's responsibility to ensure the tanks maintain a sufficient level of fuel for continued, uninterrupted operation. Any and all costs incurred by SAU #19, it's participating School Districts and/or the Town of Goffstown (Municipality) associated with a disruption in heating due to insufficient fuel levels will be the financial responsibility of the vendor.

DISCOUNTS: Please indicate payment term(s)/discount(s) available from bid price(s) in addition to discounts available for prepayment of anticipated annual usage.

IMPORTANT NOTE: Bids for any combination of items as a unit or for an "all or nothing" arrangement will be automatically disqualified. The organizations listed above reserve the right to reject any and all bids, or portions thereof, and to waive any informality in any or all bids, as the above organizations deem it advantageous. **Unit prices are required**, as the above organizations reserve the right to reduce or increase the total number of gallons ordered.

NO BIDS WILL BE ACCEPTED AFTER THE TIME AND DATE SPECIFIED. Telephonic or telegraphic (fax) will not be considered. School Administrative Unit #19 and the Town of Goffstown are not responsible for bids not properly marked. Postmarks indicating date of mailing will not be considered as evidence of intent to submit bids in the proper time. In order to be considered all bids must be in conformance and agreement with the Bid Documents and Specifications.

**SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN MUNICIPALITY
#2 HEATING OIL BID
July 1, 2009 through June 30, 2010**

LOCATION	# TANKS /CAPACITY	ESTIMATED CONSUMPTION IN GALLONS
Dunbarton Elementary School	6,000 gallons	18,000
GOFFSTOWN SCHOOLS		
Maple Ave. Elementary School	10,000 gallons	16,000
Mountain View Middle School	10,000 gallons	34,000
Goffstown AREA High School (Service road approximately 155' from tank. Recommend site visit)	8,000 gallons	81,100
Total Goffstown Schools		131,100
New Boston School	4,000 gallons	16,000
SAU #19 Admin. Bldg.	(2)-300 gallons	3,500
Town of Goffstown Municipality		
Library, 2 High Street	275 gallons	1,400
Fire Station #17, Tirrell Hill Rd.	275 gallons	2,000
Fire Station #18, 18 Church St.	1,000 gallons	4,100
Fire Station #19, 656 Mast Rd.	1,000 gallons	5,800
Grasmere Town Hall, 87 Center St.	(2)- 275 gallons	2,400
Public Works, 404 Elm St.	100 gallons (as needed)	100
Parks & Rec. Center, 155 S.Mast Rd.	500 gallons	1,600
Total Municipality		17,400

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TOWN OF GOFFSTOWN MUNICIPALITY
#2 HEATING OIL BID
July 1, 2009 through June 30, 2010**

LOCATION	# TANKS /CAPACITY	ESTIMATED CONSUMPTION IN GALLONS
Town of Dunbarton		
Town Office 1011 School Street Dunbarton NH 03046	(2)- 275 gallons	1,800
Town Library 1004 School Street Dunbarton NH 03046	275 gallons	1,100
Dunbarton Highway Garage 10 Everett Road Dunbarton NH 03046	275 gallons	800
Fire Department/Police Department 18 Robert Rogers Road Dunbarton NH 03046	(2) - 275 gallons	1,400
		5,100
Total Municipality		
TOTAL GALLONS		191,100
FIXED PRICE PER GALLON		\$ _____
TOTAL COST		\$ _____

COMPANY NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

NOTE: BIDS MUST BE ENTERED FOR ALL LOCATIONS

SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN MUNICIPALITY
#2 HEATING OIL BID
July 1, 2009 through June 30, 2010

DATE: _____

BIDDER: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

AUTHORIZED BY: _____ TITLE: _____

CERTIFICATION: The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section the word "person" means any natural person, joint venture, partnership, corporation, or other business or legal entity.

The undersigned certifies that no employee, officer or agent of the Dunbarton, Goffstown, New Boston School Districts, School Administrative Unit #19 and/or Town of Goffstown will participate in the award or administration of a contract in which he or she or any member of his immediate family has an interest. No such employee, officer or agent will participate in the award or administration of a contract with any person, firm, partnership or corporation in which he or she as or any member of his or her immediate family is an officer or employee or is about to become an officer or employee of the School Administrative Unit #19 and its relative school districts or the Town of Goffstown.

SIGNATURE: _____ TITLE: _____

**SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN**

April 21, 2009

INVITATION TO BID – PROPANE

The School Administrative Unit #19 and the Town of Goffstown are soliciting bids to provide propane in fiscal year July 1, 2009 through June 30, 2010 for the following organizations:

- A. Dunbarton School District
- B. Goffstown School District
- C. New Boston School District
- D. Town of Goffstown

Said bids are due no later than **Friday, May 15, 2009 at 3:30 PM and must be valid for Ten (10) days**. Bids shall be submitted on the form(s) furnished, in sealed envelopes, clearly marked with your company's name and address, annotated "**Bid - Propane**" and addressed as follows:

**Raymond Labore
Business Administrator
School Administrative Unit #19
11 School Street
Goffstown, NH 03045**

Bids must include transportation and tailgate delivery, if applicable. No additional fees are to be charged for removal, replacement, set up, or use of vendor's tanks.

DISCOUNTS: Please indicate payment term(s)/discount(s) available from bid price(s).

IMPORTANT NOTICE: The above organizations reserve the right to reject any and all bids, or portions thereof, and to waive any informality in any or all bids, as the above organizations deem it advantageous. **Unit prices are required**, as the above organizations reserve the right to reduce or increase the total number of gallons ordered.

NO BIDS WILL BE ACCEPTED AFTER THE TIME AND DATE SPECIFIED. Telephonic or telegraphic (fax) will not be considered. School Administrative Unit #19 and the Town of Goffstown are not responsible for bids not properly marked. Postmarks indicating date of mailing will not be considered as evidence of intent to submit bids in the proper time. In order to be considered all bids must be in conformance and agreement with the Bid Documents and Specifications.

SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN
PROPANE BID
July 1, 2009 through June 30, 2010

SCHOOL ADMINSTRATIVE UNIT #19

Location	Tank Size	Use	Tank Ownership	Consumption
Dunbarton Elementary School	100 Gallons	Kitchen	Vendor	600 Gals/yr
	100 Gallons	Hot Water	Vendor	700 Gals/yr
Bartlett Elementary School	4 – 100 Gallons	Portable Bldg.	Vendor	1,500 Gal/yr
Maple Ave. Elementary School	500 Gallons	Kitchen	Vendor	400 Gal/yr
	2-100 Gallons	Portable Bldg.	Vendor	900 Gal/yr
Glen Lake School	1000 Gallons	Main Bldg	Vendor	8,000 Gal/yr
Mountain View Middle School	500 Gallons	Kitchen	Vendor	1,400 Gal/yr
	100 Gallons	Science	Vendor	100 Gal/yr
Goffstown High School	500 Gallons	Science	Vendor	100 Gals/yr
	600 Gallons	Kitchen	School (Underground)	1,300 Gal/yr
New Boston Central School	2-1000 Gallons		School (Underground)	18,000 Gal/yr
Sub Total				33,000 Gal/yr

SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN
PROPANE BID
July 1, 2009 through June 30, 2010

TOWN OF GOFFSTOWN

Location Tank Size	Use	Tank Ownership	Consumption
Police Department 3 – 1000 Gallons	Main Bldg	s/b Vendor Town	8,400 Gal/yr
Dept. of Public Works 404 Elm St. 1 - 1000 Gallon		Vendor	4,500 Gal/yr
Grasmere Town Hall 87 Center St. 2 – 275 Gallons		Vendor	1,000 Gal/yr
E. Union Pump Station 27 E. Union Street 1– 500 Gallons		Town	1,300 Gal/yr
Moose Club Pk. Pump Station 10 Moose Club Pk. Road 1 – 500 Gallons		Town	400 Gal/yr
Elm St. Pump Station 50 Elm St. 1 – 500 Gallons		Town	100 Gal/yr
Riverview Park Pump Station 19 Riverview Pk. Road 1 – 500 Gallons		Town	100 Gal/yr
Fire Station #17 Tirrell Hill Rd. 2 – 100 Gallons 1 – 500 Gallons		Vendor Town	100 Gal/yr 100 Gal/yr
Fire Station #18 18 Church St. 1 – 500 Gallons		Town	100 Gal/yr
Fire Station #19 656 Mast Rd. 1 – 500 Gallons		Town	100 Gal/yr

SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN
PROPANE BID
July 1, 2009 through June 30, 2010

TOWN OF GOFFSTOWN

Location	Tank Size	Use	Tank Ownership	Consumption
Police Comm. Tower	216 Perimeter Rd.		Vendor	100 Gal/yr
	1 – 500 Gallons			
Town Hall	16 Main St.		Vendor	250 Gal/yr
	2 – 100 Gallons			
Parks & Recreation	155 So. Mast Rd.		Vendor	1,200 Gal/yr
	3 – 120 Gallons			
Sub Total				17,750 Gals/yr
Total				50,750 Gals/yr

SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN
PROPANE BID
July 1, 2009 through June 30, 2010

DATE: _____

BIDDER: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

AUTHORIZED BY: _____ TITLE: _____

CERTIFICATION: The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section the word "person" means any natural person, joint venture, partnership, corporation, or other business or legal entity.

The undersigned certifies that no employee, officer or agent of the Dunbarton, Goffstown, New Boston School Districts, School Administrative Unit #19 and/or Town of Goffstown will participate in the award or administration of a contract in which he or she or any member of his immediate family has an interest. No such employee, officer or agent will participate in the award or administration of a contract with any person, firm, partnership or corporation in which he or she as or any member of his or her immediate family is an officer or employee or is about to become an officer or employee of the School Administrative Unit #19 and its relative school districts or the Town of Goffstown.

SIGNATURE: _____ TITLE: _____

SCHOOL ADMINISTRATIVE UNIT #19
Dunbarton, Goffstown, New Boston School Districts
TOWN OF GOFFSTOWN
PROPANE BID
July 1, 2009 through June 30, 2010

SCHOOL ADMINSTRATIVE UNIT #19

ESTIMATED CONSUMPTION IN GALLONS – 50,750 Gallons/Year

UNIT PRICE: BIDDER FIXED PRICE PER GALLON _____

TOTAL COST _____

TWO-YEAR BID (Optional)
July 1, 2010 through June 30, 2011

ESTIMATED CONSUMPTION IN GALLONS – 50,750 Gallons/Year

UNIT PRICE:

Est. Cost

YEAR 1 BIDDER FIXED PRICE PER GALLON _____

YEAR 2 BIDDER FIXED PRICE PER GALLON _____

TOTAL TWO-YEAR COST _____

Note: Price based on automatic delivery of propane with no additional fees. While on automatic delivery it is the vendor's responsibility to ensure the tanks maintain a sufficient level of propane for continued, uninterrupted operation. Any and all costs incurred by SAU #19, it's participating School Districts and/or the Town of Goffstown Municipality associated with a disruption in service due to insufficient propane levels will be the financial responsibility of the vendor.

Company Name: _____

Signature: _____ **Title:** _____