Champlain Valley School District

5420 Shelburne Rd Suite 300
Shelburne, VT 05482
802-383-1234/802-383-1242 (fax)

Fleet Fuel Bid for 2026-2027

The Champlain Valley School District, on behalf of Champlain Valley Union High School, Charlotte Central School, Hinesburg Community School, Shelburne Community School and Williston Central School is requesting formal bid proposals from the suppliers of low sulfur diesel and/or regular no lead fuel for the period beginning January 1st, 2027 through June 30th, 2027. This proposal can be extended annually up to 3 years as long as the annual increase is within the New England Economic conditions Index Pricing, pursuant to the 16 VSA 559 (e) (7) state statute.

Champlain Valley School District uses more than 50,000 gallons of diesel for its fleet of 57 buses, in addition to gasoline for 15 passenger vehicles. CVSD reserves the right to award fuel contracts to multiple suppliers if that is in the best interest of the school district.

Bid Information:

DATE of BID REQUEST: November 13, 2026
DUE DATE OF BIDS: November 23, 2026 @ 10:00 a.m.
BIDS SENT ELECTRONICALLY TO: CVSDSealedBids@cvsdvt.org
BID OPENING: November 23, 2026 @ 11:00 AM via Google Meet

1. GENERAL BIDDING REQUIREMENTS:

For consideration, the ***Champlain Valley School District Bid Form*** must be emailed to CVSDSealedBids@cvsdvt.org and ***"CVSD Fleet Fuel Bid"*** typed in the subject line. This email needs to be sent no later than Monday, November 23, 2026 at 10:00 AM. The bid opening will take place via Google Meet on Monday, June 23, 2026 at 11:00 AM.

All bids must be submitted on the forms provided with this bid without any exceptions or conditions to the specifications noted herein.

Champlain Valley School District reserves the right to accept or reject any or all bids, or to waive informalities or defects in bids, if it is deemed in the best interest of the school district.

2. DETERMINATION of MOST FAVORABLE BID:

In reviewing bids, the following factors will be considered, but shall in no way limit the determination of the most favorable bid.

1. Vendor's price per gallon, including taxes
2. The vendor's ability to meet all of the requirements of the bid specifications
3. Convenience of vendor location(s).
4. Any past performance of the vendor.

3. Requirements:

All bids must be submitted on the forms provided. Form must be signed by an authorized representative of the bidder.

For proposed pricing include the method of determining the price (pump price per gallon with discount, cost plus markup, or other) that will be applied. Also provide the net price per gallon CVSD would have paid under your proposal paid at **1:00 p.m. on November 12, 2026.**

The bid shall remain valid for forty-five (45) days from the Bid Due Date.

Provide locations in Vermont or on-site delivery information.

Invoices submitted for payment must include the following information:

- ➢ Date of service
- ➢ Base/Rack price and location
- ➢ Type and Amount of fuel
- ➢ Dealer differential price
- ➢ Vehicle Identification

4. INSURANCE:

Vendor shall carry Worker's Compensation and General Liability insurance with a minimum amount of $1,000,000 combined single limit coverage. Evidence of insurance shall be furnished to the school district upon request.

Champlain Valley School District reserves the right to reject any and all bids.

Champlain Valley School District reserves the right to take advantage of multiple suppliers at the Districts discretion 2026/2027

Champlain Valley School District
2026-2027 Fleet Fuel Bid

Name of Firm: _____

Address: _____

Telephone Number: _____

Contact Person: _____

Contact Email Address: _____

Authorized Signature: _____

1) Pricing (to include all taxes)

Low Sulfur Diesel

Discount off of Pump Price $_____per gallon

OR

Markup from Cost $_____per gallon

CVSD Price per gallon – November 12, 2026 at 1:00 p.m. $_____per gallon

Regular No Lead Fuel

Discount off of Pump Price $_____per gallon

OR

Markup from Cost $_____per gallon

CVSD Price per Gallon – November 12, 2026 at 1:00 p.m. $_____per gallon

2) Vendor location(s) in Vermont or details for on-site delivery service (may attach separate list or document)