



Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County
Dr. Dan A. Sims, Superintendent

From: Anthony V. Jackson, Executive Director of Transportation
Sam Kitchens, Assistant Superintendent of Operations
Dr. Katika Lovett, Deputy Superintendent

Subject: District-wide Propane Fuel Services Bid

Summary

This memorandum is recommending that the Bibb County Board of Education authorizes the Superintendent to execute an agreement for the provision of propane fuel services beginning July 2026, to ensure uninterrupted operations and continued compliance with District procurement policies.

Background

(RFQ) 26-028 was released on January 22, 2026, with a submission deadline of February 23, 2026. A mandatory pre-proposal meeting was held at 4580 Cavalier Drive, Macon, GA 31220 on February 10, 2026, at 9:00 a.m. Three (3) companies were present to receive all information pertaining to this project. Two (2) of those companies submitted proposals. The two (2) proposals were reviewed based on criteria set forth in the RFP. The result of the review is listed in Table 1 below.

The District is currently operating under the final year of renewal for propane fuel services associated with RFQ 21-013. In accordance with Board Policy and established purchasing guidelines, a new competitive solicitation is required to secure propane fuel services for the upcoming contract term beginning July 2026.

Propane fuel is a critical operational resource for the District's transportation fleet and related services. To ensure continuity of service, cost efficiency, and compliance with procurement standards, the District initiated a formal solicitation process to evaluate qualified vendors and obtain competitive pricing.



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The evaluation committee reviewed all responsive submissions for RFQ 26-028 and determined that Ferrellgas LP offered the most responsive and responsible proposal for District-wide propane fuel services. The projected annual cost for propane fuel services in FY27 is expected to exceed \$150,000. A request for the FY27 expenditure will be presented to the Board for approval once a final cost is determined.

Recommendation

It is recommended that the Bibb County Board of Education authorizes the Superintendent to execute the proposed agreement with Ferrellgas LP for the provision of propane fuel services beginning July 2026, to ensure uninterrupted operations and continued compliance with District procurement policies.

Superintendent's Comments and Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved