

BIBB COUNTY SCHOOL DISTRICT

District Wide Propane Bid

RFP 26-028

Cover Letter

Ferrellgas is a Nationwide company with a team that specializes in the design, installation, training, and supply of propane Autogas. We have installed hundreds of Autogas stations for School Districts, transportation, and delivery companies. Ferrellgas is battle tested and proven and understands the requirements of this RFP. We look forward to providing you the service you require while working with you to achieve the greatest savings and not compromising safety. When supplying service to Bibb County School District we will treat the service as a partnership where we work together understanding your needs and providing better than expected service. Once awarded this RPQ Ferrellgas will communicate with your team during the entire project. You will have contact information for our team that will oversee the installation allowing you to ask or comment on any part of the project. Once complete we will continue to be available for any problems, questions or additional training that is needed.

Ferrellgas has designed and installed propane Autogas tanks of all sizes from 1,000-gallon tanks to 30,000-gallon. We have installed simple dispenser set ups to complex remote island and multiple dispensers. Our team is often called when Autogas stations are installed by other companies and problems arise that they are not able to overcome. We have Fuel Master trained technicians on our team and are a Fuel Master distributor.

You will have 24-hour support from our staff, and we have 24-hour support with our vendors to make sure you receive the best possible support in the industry. We look forward to working with you and maintaining a long relationship.

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Brian Raygor
National Autogas Business Manager

A. Scope and Pricing

Thank you for giving me the opportunity to submit this bid on behalf of Ferrellgas for propane service. With being dedicated to serving Autogas customers Nationwide with their propane needs, I am confident that Ferrellgas remains the best choice and most reliable provider of propane for your new site.

Ferrellgas will provide the following work:

Install of a 30,000-gallon tank with the following:

- 4 Digital Autogas dispensers
- Fuel management
- 4 HD Autogas pump and motors
- Fuel filters
- Transport offload
- Miscellaneous parts and fittings
- Site work
- Crash protection
- Electrical
- Engineered drawings
- Permits
- Fire Safety Analysis
- Training

Pricing:

- Transport: OPIS Milner GA + $0.30
- Mobile Fueling: OPIS Milner GA + $1
- Bulk Heat: LDC + $0.80

B. General Qualifications

Ferrellgas, LP has been in business for 80 years. We are battle tested, and largely employee owned. With traditional and midstream business units, we've positioned our business for long-term success. As a partner for Bibb County School District and other agencies across the United States, we're dedicated to offering maximum value, unparalleled customer service, and laser focused execution.

Ferrellgas Headquarters:

- 1 Liberty Plaza, Liberty MO, 64068
- Phone Number: 913-661-1500
- Fax Number: 913-661-1517
- https://ferrellgas.com/

Local Ferrellgas Office:

- 4004 Broadway, Macon GA 31206
- Phone Number: 478-781-7800
- Fax Number: 913-661-1517

Ferrellgas History and Highlights:

- Family owned company started in 1939 by A.C. Ferrell
- One of the Largest Propane Retailers in the U.S. with over 5,000 employees
- Over 875 Distribution, Storage, and/or Retail Terminals
- 185,000,000 (185 million) Gallons of Storage Across the USA
- Fleet of more than 4,000 vehicles
- Serving nearly 1 million Customers Annually
- Delivering nearly 1,000,000,000 (1 Billion) gallons Annually
- Nearly 25% Employee Owned (largest overall ownership of MLP)

Our primary business focus is the delivery of propane. The services requested by Bibb County School District are a rapidly expanding portion of our business, which is given exclusive focus and priority from top management within Ferrellgas. We established our Ferrell Autogas division to ensure repeatable, first-rate service in fueling all forms of propane powered vehicles. Ferrell Autogas consistently achieves 25%+ year over year growth and our customer retention is exceptional.

45+ Years of Experience with Each Requested Service Area.

The staff responsible for supporting Bibb County School District is a combination of executive level leadership and local personnel. This group represents well over a combined 150 years of experience in the propane industry. Our delivery staff is thoroughly trained on hazardous material handling, emergency procedures, CDL Hazmat endorsed, and trained on NFPA-58. Safety is top priority for Ferrellgas; therefore, we provide ongoing safety training, so all of our staff is up-to-date with the latest and most effective procedures. We work closely with the Propane Education and Research Council (PERC) to host public propane training across the nation.

Ferrellgas has installed multiple Autogas systems similar to the requirements of this RFQ. Those systems include but are not limited to:

Independence School District.

- Independence Missouri
- Installed 2020
- 18,000 gallons tank
- 2 Autogas Dispensers
- 2 high differential pumps
- 2 Petrovend Fuel Management towers
- 2 Remote Fuel islands



Kansas City Public Schools

- Kansas City Missouri
- Installed 2019
- 18,000 gallons tank
- 4 Autogas Dispensers
- 2 high differential pumps
- 2 Fuel Master Fuel Management towers



Albert Gallatin School District

- Uniontown PA
- Installed 2018
- 18,000 gallons tank
- 2 Autogas Dispensers
- 2 high differential pumps
- 1 Fuel Master Fuel Management towers



C. Key Staff

The Key Personnel supporting Bibb County School District have a proven reputation of excellence in customer service. We have a team mentality and through collective effort, our mission is to exceed Bibb County School District' service & support expectations.

Brian Raygor – National Autogas Business Manager:

a. **Phone:** 218-590-8153
b. **Email:** brianryagor@ferrellgas.com

Between his prior company and Ferrellgas he has over 25 years in the fuel and transportation industry. He has helped deploy and fuel more than 5,000 propane powered vehicles. He has designed and implemented Autogas infrastructure from 1000-gallon tanks to 30,000 gallon tanks. His expertise is in implementing propane fueling sites, design, supply, pricing and can offer integrated support.

Jon Ledermann Project Manager:

a. **Phone:** 816-398-1056
b. **Email:** jonledermann@ferrellgas.com

Jon will be the lead organizer once awarded this bid. Jon only works on Autogas installations and troubleshooting Autogas systems. Jon is one of three Autogas Managers who oversees the entire operation of a new site. He is familiar with all NFPA58 code requirements, NFPA70 electrical needs, CAD and Texas Railroad Commission certified. He is a certified Fuel Master Technician and Superior Energy certified dispenser technician. He will coordinate the construction of the site and will be onsite for the final walk through and start up. Jon will also conduct any initial training for Bibb County School District employees.

William Toms – Account Manager:

a. **Phone:** 229-591-4041
b. **Email:** williamtoms@ferrellgas.com

The primary point of contact for Bibb County School District. William will function as a customer-centric liaison between Ferrellgas and Bibb County School District to ensure customer satisfaction. He'll also help with pricing, product data, and other requests from your agency.

Nelson Addison – District Manager:

a. **Phone:** 478-781-7800
b. **Email:** nelsonaddison@ferrellgas.com

Nelson will be our local technical expert for the design, construction, and operation of the propane system. Nelson will be the backup for William on any issues that may arise.

Chris Rowland – General Manager:

a. **Phone:** (999) 929-0343

b. **Email:** chrisrowland@ferrellgas.com

Chris will oversee the team responsible for day-to-day execution of deliveries, billing, customer service, operational support, fueling at our site, and interaction with Bibb County School District. Chris has vast experience implementing short and long-term propane programs for Autogas fleets in the East US Region.

Angela Barnett – Logistics Supervisor:

Angela oversees the complex routing, dispatching and timing of our local delivery fleet. Her role is critical, as she focuses on operational efficiency, safety, and optimal delivery times to maximize value for our end customers and users. For Bibb County School District, Angela will handle the scheduling of deliveries to meet your outlined specifications, as well as any emergency services required.

Support Personnel:

The staff responsible for supporting Bibb County School District are a combination of executive level leadership and local personnel. This group represents well over a combined 150 years' experience; with a proven reputation of excellence in customer service. We have a team mentality and through collective effort, our mission is to exceed your service & support expectations.

Customer Service is a critical to Ferrellgas. Upon hiring, each Ferrellgas employee is trained and expected to: Keep Customers Safe, Keep Customers Informed, Keep Customers First in All We Do, and Keep Customers Fueled for Life.

We have Five Customer Centric Commandments of Service:

1. A Live Person will Answer Every Call
2. Give Customers More than Expected
3. A Commitment Made by One is a Commitment Delivered by All
4. Serve with a Sense of Urgency
5. Solve, Satisfy, and Move On

D. Project Specific Approach

a. **Familiarity with District:** Ferrellgas has several employees living and paying property taxes in the boundaries of Bibb County School District with children attending many of your schools at all levels of K-12 education. We understand it's critically important for Bibb County School District to make financially sound decisions with the ultimate vision of ensuring that each learner will achieve the skills and self-confidence to be successful in an ever-changing world.

b. **Chain of Command:** Ferrellgas employees are business owners and empowered to make critical decisions for supporting our customer base. We believe what's right for our customers, is right for our business, so we remove as many hierarchy and cross-functional barriers as possible. Our ultimate focus is your success.

c. **Background Check Process:** All Ferrellgas employees undergo a background check prior to employment.

Purpose

The purpose of the background check is to confirm the accuracy of the information gathered from the candidate. Interviewing discussions along with background checks including criminal, job verification, and drug screen enables us to continue our practice of hiring quality people. Conducting a pre-employment background check and drug screen minimizes hiring risks and makes for a more informed hiring decision.

Policy

Ferrellgas requires a complete background check and drug screen to be conducted on all candidates before hiring. The background check and drug screen must be completed prior to the candidates start date.

DOT Requirements

Many jobs at Ferrellgas are regulated by the Department of Transportation (DOT), which has established strict requirements for hiring Employees for DOT-qualified positions. DOT-qualified Employees must satisfy the following requirements:

- ✓ be at least 21 years of age
- ✓ have a safe driving record
- ✓ have a Commercial Driver's License or the ability to obtain one shortly after hire with the required job-related endorsements
- ✓ pass a pre-employment drug screen before being hired

d. **Role of All Involved Parties:** The roles outlined range from our executive leadership (COO) to our in-our support staff. Ferrellgas is the sole party bidding this contract.

e. **Identify / Recognize Critical or Unique Issues Specific to the Contract: In our experience, the most critical issues for propane autogas schools are:**

1. Performance accountability and service turnaround time. Ferrellgas is the only propane company with the technical prowess and staff trained to manage all components of autogas installation from start to finish. If other vendors outsource installation work, fuel management programming, and parts ordering, they are not able to assure a satisfactory level of work, which may lead to poor service turnaround times, and a lack of local know-how.

2. Reliable Supply. School districts often operating in challenging weather and during months of peak propane demand. Districts have operational commitments to their community, and school transportation is a critical part of the educational experience. Propane supply varies throughout the year and selecting the right partner can make a big difference.

   - More than 50 Active Service and Delivery Vehicles (more than any other LPG company nearby)
   - 24/7 Emergency Response by Local Employees
   - Local Fuel Master, Fuel Management Distribution & Programming

3. Emergency & Service Response Time(s). The Ferrellgas location that will service Bibb County is ideally located only thirteen (13) miles away. We expect emergency response within 60-120 minutes, and emergency fueling well within 24 hours.

f. **Proposed timeline for Delivery of Requested Product:** Ferrellgas intends to deliver propane within 24 hours of notice. We will install a remote tank monitor, so deliveries are automatically dispatched at the optimal timing. More details on our remote monitoring are included later in this section.

g. **Schedule & Detailed Approach to District Needs:** Upon award of your contract, we will schedule a service launch call. At this time, we will review MFPA 58, local, state and federal codes. We will confirm the timeline, review any possible changes and start implantation phases.

Phases will include:

1. Phase 1 preparation:
   a. Assign a Ferrellgas Autogas project manager to oversee the installation.
   b. Meet with Bibb County School District to confirm installation design and location of equipment.
   c. Complete and provide any other necessary paperwork with Bibb County School District that has not been completed during the RFP process.
   d. We will begin to order equipment.

e. We will apply for any necessary permits.
f. We will notify our electrician to plan of installation so they will be ready.

2. Phase 2 construction:
   a. Construction for any necessary site prep will begin as soon as permits allow.
   b. Once equipment arrives, it will be installed.
   c. Tank will be filled, tested for leaks and proper operation of equipment.
   d. Inspections from permits will be completed.

3. Phase 3 operational:
   a. Training: Ferrellgas serves on several industry safety panels, and played a role in designing, tweaking, and rolling out todays autogas training standards. Our training is comprehensive, and will include, at minimum:

      1. Overview of Propane. Overview of propane as a fuel, benefits / advantages, safety systems, and businesses that use autogas.
      2. Properties and Characteristics of Autogas. Physical properties of propane and safety.
      3. Types / Basic Operation of Autogas Dispensers. Features of autogas dispensers.
      4. Autogas Dispenser & Fuel Management Operation. Autogas dispenser operation, safety when working around autogas, general process to dispense autogas.
      5. Demonstration and Practice. Demonstration of refueling a vehicle with autogas, and hands-on practice for you to refuel a vehicle.
      6. Performance Test. Short performance test to demonstrate that fuelers are trained and can dispense autogas safely.

   a. Onsite training will consist of every employee turning on equipment and dispensing Autogas into a vehicle. We will point out and demonstrate safety equipment. We will want all refuelers to be comfortable with this process and answer any questions they may have.
   b. Ferrellgas will continue to offer training to new and refresher trainer to existing employees. We will continue to inspect and correct any problems with the fueling equipment as long as we have the contract or own the equipment onsite.

4. Phase 4 completion:
   a. Meet with Bibb County School District to ensure we have met the requirements of the RFP and the expectations of Bibb County School District staff.
   b. Continue to train staff and inspect equipment.

h. Ferrellgas will provide a remote tank monitor and auto-replenish the tank.

1. **Tank Monitor will Send Multiple Daily Automatic Fuel Level Reports via Email**
2. **Alert Sent via Email & Delivery Dispatched at ~40% Capacity**
   Approximately 5,800 gals remaining in storage at time of dispatch
3. **Dispatched Transport Completes Delivery and Visually Inspects Fueling Site** Estimated time on property: ~45mins

i. **Unique Issues:** The only unique issue that might be worth addressing is the districts strategy for maintaining and/or repairing district owned propane fueling equipment (tanks, dispensers, fuel management, pumps/motors, filters, etc.). This may be addressed at equipment installation, but if not, Ferrellgas can gladly include competitive pricing for ongoing equipment service and preventive maintenance as a part of this agreement. Otherwise, the services requested are rather straight forward for our business.

j. **Process Proposed for Communication with District Staff, School Board and Public:** Ferrellgas intends to have one main point of contact within the district. We are happy to engage in Public Relations and support community focused events. These events will be evaluated with the District on a case-by-case basis. If the district would like PR support for their rollout of propane buses (there are a lot of community benefits to operating these), Ferrellgas Marketing would enjoy the opportunity to partner with the district for ideas, content, and increased exposure.

k. **Emergency Fueling:** We understand that power outages, unforeseen natural disasters, equipment failures, or other states of emergency can occur. Being a large company with many delivery assets allows us to be nimble if/and when disaster strikes.

   For example, when hurricanes hit the Southeast in 2017, Ferrellgas had emergency staff and additional assets in the market helping with recovery efforts less than 24 hours after storms had passed. In the winter of 2019, unexpected snowstorms hit the Portland, OR area hard. All of our competitors closed their offices and stopped answering their phone, while our Vice President, General Manager, and Operations Manager worked with local Law Enforcement Personnel to create a path to stranded towns, so we could provide the fuel they desperately needed.

   In some scenarios, Bibb County School District likely has emergency commitments and/or evacuation support strategies that must be provided to local citizens. Ferrellgas will deem Bibb County School District a Tier 1 customer, prioritizing your fleet as essential for operational continuance.

   Be it a short-term power outage, or a larger disturbance, Ferrellgas will work with District Officials to execute and perfect a contingency strategy. Our Sample Contingency Plan is attached on the following page.

SAMPLE Autogas Contingency / Emergency Plan

1. Equipment Failure Identified by Customer
2. Call into Call Center or Emergency Contact
   a. Your 24/7, Live Emergency Contact will be provided at launch
3. Emergency Call Center to Dispatch Most Effective and Timely Fuel Support
   a. Example: Temporary Fueling Solution



b. Example: Splash Fill from Bobtail or Transport Vehicle (Wet-Hose)



c. Example: Local Public Fueling Site / Service Center



4. We have the ability to employ emergency filling services until your equipment is back in operation or until this service is deemed no longer necessary by Customer and Ferrellgas officials.

As one of the nation's largest propane retailers, we're confident in our ability to exceed your emergency operational needs through strategic assets, infrastructure, and experience.

1) **Ferrellgas Fleet:** Ferrellgas owns and operates more than 4,000 vehicles, including nearly 2,000 active propane delivery assets (bobtail and transport) designed to safely haul and dispense thousands of gallons of propane on-demand.

2) **Storage:** Ferrellgas operates nearly 875 propane distribution locations; when matched with our supply allocation and strategically located terminals, we own and have access to nearly 250,000,000 gallons of propane storage at any given time.

3) **Comprehensive Supply Strategy:** Ferrell North America (FNA) Staff has hundreds of years of collective propane supply, placement, and storage experience. Their commitment is to keep tanks full regardless of the complex market conditions we might face.

E. References

FERRELLGAS - PROPANE AUTOGAS CUSTOMER REFERENCES



Bimbo Bakeries USA – National Customer

(Operating 10+ units)
Eric McCann
Director of Fleet Operations
937-405-3853

Contract Dates: 2016 - Current

Services Provided
- Fuel Management
- Fueling Site Install
- Bulk Delivery
- Safety Training
- Wet Hose (as needed)

Schwans-Cygnus Delivers – National Customer

(Operating 100+ units)
Joe Lasek
VP Real Estate & Facility Mgmt
115 W College Drive, Marshall, MN 56258
813-731-6813

Contract Dates: 2010 – Current

Services Provided:
- Transport Tank Install
- Transport Delivery
- Bulk Delivery
- Safety Training
- Wet Hose (as needed)

First Student, Inc.– National Customer

(Operating 100+ units)
Laura Sullivan
Senior Commodity Specialist
191 Rosa Parks Street, 8th Floor
Cincinnati, OH 45202
513-996-9081

Contract Dates: 2012 - Current

Services Provided
- Transport Install
- Transport & Bulk Delivery
- Fuel Management
- Safety Training
- Wet Hose (as needed)

Student Transportation of America – National Customer

(Operating 100 + units)
Thomas Yessman
Executive VP of Shared Services
3349 Highway 138, Wall, NJ 07719
908-337-6806

Contract Dates: 2011 – Current

Services Provided
- Bulk & Transport Tank Installs
- Bulk & Transport Deliveries
- Safety Training
- Fuel Management
- Wet Hose (as needed)

Bay Area Transit Agency

Kurt Braun
Traverse City, MI 49684
braunk@bata.net
231-933-5547

Contract Dates: 2016-Current

Services Provided:
- Vertical Tank Install
- Bulk Delivery
- Safety Training
- Wet Hose (as needed)

Durham Bus-National Express LLC

Nick Voisard
Director of Business Development
2601 Navistar Drive
Lisle, IL 60532
513-374-0090
Contract Dates: 2022 - Current

Contract Dates: 2022 - Current

Services Provided:
- Transport Install
- Transport Delivery
- Safety Training
- Wet Hose (as needed)

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FERRELLGAS - PROPANE AUTOGAS SCHOOL CUSTOMER REFERENCES



Portland School District

Contract Dates: 2010 – Current

Brandon Coonrod
Interim - Director of Student Trans.
Portland, OR
503-916-2000X77295, Bcoonrod@pps.net

Services Provided
- Transport Delivery
- Bobtail Delivery
- Safety Training
- Wet Hose (as needed)

Mesa Public Schools

Contract Dates: 2018 - Current

Bruce Binghan
Supervisor Transportation Maintenance
63 E Main St, Mesa, AZ 85201
480-472-0195

Services Provided:
- Transport Delivery
- Safety Training
- Wet Hose (as needed)

Kansas City Public Schools

Contract Dates: 2019 – Current

Larry Weissman
Purchasing Manager
816-418-7300
2901 Troost Ave, Kansas City, MO 64109

Services Provided
- Transport Delivery
- Safety Training
- Fuel Management
- Wet Hose (as needed)

Liberty Public Schools District #53

Contract Dates: 2021 - Current

Leann Jones
Assistant Director, Transportation
816-736-5360
8 Victory Lane, Liberty MO 64068

Services Provided
- Transport Delivery
- Safety Training
- Fuel Management
- Wet Hose (as needed)

Grain Valley R-V School District

Contract Dates: 2018 – Current

Shawn Brady
Director of Transportation
816-847-5004
101 NW Sni-A-Bar Parkway, Grain Valley, MO 64029

Services Provided:
- Bobtail Delivery
- Safety Training
- Fuel Management
- Wet Hose (as needed)

East Baton Rouge Parish Schools

Contract Dates: 2017 – Current

Adam Charles
Transport Manager
225-405-4537
6013 Choctaw Dr, Baton Rouge, LA 70805

Services Provided:
- Bobtail Delivery
- Safety Training
- Wet Hose (as needed)

Pine-Richland School District

Contract Dates: 2015 – Current

John Stoughton
Assistant Director of Athletics/Transport. Coor.
724-625-4444X6803
1110 Middlesex Rd, Gibsonia PA 15044

Services Provided:
- Transport Delivery
- Fuel Management
- Safety Training
- Wet Hose (as needed)

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