BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
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 issue purchase orders for propane fuel purchases from Ferrellgas for FY2027.

Background

(RFQ) 26-028 was released on January 22, 2026, with a submission deadline of February 23, 2026. The purpose of this solicitation was to obtain bids from qualified propane suppliers to provide the District with propane fuel.

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.

Ferrellgas LP offered the most responsive and responsible proposal for District-wide propane fuel services with a proposed mark-up of .30 per gallon plus applicable taxes above propane terminal pricing. The projected annual cost for propane fuel services in FY27 will exceed $150,000 but not expected to exceed $1,100,000.00.

Recommendation

It is recommended that the Bibb County Board of Education authorizes the Superintendent to issue purchase orders to Ferrellgas for propane fuel in amounts not expected to exceed $1,100,000.00. The funding source is the General Fund budget.

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ACTION MEMORANDUM

Superintendent's Comments and Approval

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