



Town of Pittsford
PO Box 10 * 426 Plains Road
Pittsford, VT 05763
(802) 483-6500
www.pittsfordvermont.com

INVITATION FOR BIDS

The Town of Pittsford is requesting bids for the annual estimated fuel usage from July 1, 2026 through June 30, 2028 to the following Town locations, as specified below on an **annual** basis:

1. 12,000 gallons of ultra-low sulfur diesel fuel to the Town Highway Garage, Pleasant St.
2. 2,000 gallons of off-road diesel fuel to the Transfer Station, Depot St.
3. 1,600 gallons of #2 heating oil to the Town Highway Garage, Pleasant St.
4. 2,000 gallons of #2 heating oil to the Fire Department, Pleasant St.
5. 1,200 gallons of #2 heating oil to the Town Office, Plains Rd.
6. 2,000 gallons of #2 heating oil to the Maclure Library, Arch St.
7. 500 gallons of propane to the Fire Department Auxiliary Station, Florence
8. 1,000 gallons of propane to the Wastewater Treatment Plant Lab, Arch St.
9. 1,300 gallons of propane to the Water Department (former WWTPlant), Arch St.
10. 1,000 gallons of propane to the Pittsford First Response, Arch St.
11. 100 gallons of propane for Fire Station Generator, Pleasant St.
12. 100 gallons propane for Town Office generator, Plains Rd.
13. 250 gallons of propane to water well house, River St., Florence
14. 200 gallons of propane to water pump shed, Route 7 Red Barn

Sealed bids must be submitted to the Office of the Pittsford Town Manager at the above address. They will be accepted until Friday **June 12, 2026** at **11:00 A.M.**, at which time they will be opened and read. Bids should be submitted in a sealed envelope marked **Pittsford Fuel Bid.**

Selection of the supplier will be based upon bidders' qualifications, including evidence of past performance in similar projects (ie: prompt service) and bid price. The contract will be awarded to the bidder deemed by the Town to be the lowest responsible and responsive bidder. It is highly suggested to use Rack Pricing plus a percentage as your bid pricing, as it is easiest to compare pricing this way.

Payment will be made within 30 days of the delivery of fuel and submission of an invoice.

The bidder agrees that its bid shall be good and may not be withdrawn for a period of 30 days, (Saturday, Sundays and legal holidays excluded) after the opening of the bids.

The Town reserves the right to waive any informalities, to accept or reject, in whole or in part, any or all bids, or take whatever other action may be deemed to be in the best interests of the Town.

If there are any questions on the bidding, please reach out to Ann Reed, Town Manager at (802) 483-6500 x 200 or manager@pittsfordvermont.com.