

Request for Proposal (RFP)

100LL Aviation Fuel Supply and Fuel Pump Maintenance Services

William M. Tuck Airport – Halifax County, Virginia

RFP No.: HCA-WTA-AVGAS-2025

Issue Date: December 17, 2025

Proposal Due Date: December 31, 2025

1. Purpose

Halifax County is soliciting proposals from qualified vendors to provide 100LL aviation gasoline (Avgas) and comprehensive maintenance services for fuel dispensing equipment at William M. Tuck Airport. The selected vendor will enter into a three (3) year agreement with the County, with the option to renew for up to two (2) additional one-year terms.

2. Scope of Services

A. Fuel Supply

The selected vendor shall:

- Provide 100LL Avgas as needed to maintain adequate inventory levels at William M. Tuck Airport.
- Ensure timely delivery and emergency restocking capabilities.
- Supply fuel that meets ASTM D910 standards and is free of contaminants.
- Provide batch traceability and fuel quality documentation with each delivery.

B. Fuel Pump Maintenance

The selected vendor shall:

- Perform routine inspection and preventive maintenance of fuel pumps, filters, hoses, meters, and associated equipment.
- Provide emergency repair services with a response time not to exceed 24 hours.
- Conduct annual calibration and certification of dispensing equipment.
- Ensure all calibration services meet Virginia Weights and Measures specifications and are properly documented.
- Maintain compliance with all applicable FAA, EPA, and Virginia DEQ regulations.

3. Contract Term

- Initial Term: Three (3) years from the date of contract award.
- Renewal Option: Two (2) additional one-year terms upon mutual agreement between Halifax County and the vendor.

4. Proposal Requirements

Proposals must include the following:

- Company profile and relevant experience in aviation fuel supply and equipment maintenance.
- Detailed pricing structure for 100LL Avgas (per gallon) and maintenance services.
- Delivery schedule and logistics plan.
- Maintenance plan, including service intervals and emergency response protocols.
- References from at least three (3) similar airport or municipal contracts.

5. Evaluation Criteria

Proposals will be evaluated based on:

- Competitive pricing and transparency.
- Demonstrated experience and qualifications.
- Reliability and responsiveness of service.
- Compliance with applicable regulations.
- Quality assurance and safety protocols.

6. Submission Instructions

Proposals must be submitted electronically or in hard copy to:

- Submit proposals electronically or in hard copy to:
Halifax County Board of Supervisors
PO Box 699, Halifax, VA 24558
Email: jhj@co.halifax.va.us
Phone: 434-476-3300 ext. 3330

- All proposals must be received by 5:00 pm on December 31, 2025. Late submissions will not be considered.
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7. Additional Information

- Site visits to William M. Tuck Airport may be scheduled upon request.
- The airport is a public-use general aviation facility located in South Boston, Virginia.
- Fuel system includes [insert number/type of pumps and tanks if known]. Vendors may request additional technical specifications during the question period.
