

MEETING DATE
6/15/2026

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: RFP-011-2026 Aviation Fuels Supplier Services

DEPT / OFFICE: Procurement/ Airport

Originator: Angel Bryant		
City Manager Don Rosenthal	Department Director Ed Bunnell	Date 6/1/2026
Recommended Action: Approval to accept proposal from Eastern Aviation Fuels dba Titan Fuels for Aviation Fuels Supplier Services.		
Summary Explanation & Background: RFP-011-2026 was released on April 10th, 2026 and closed on May 11, 2026. There were five (5) proposals submitted in which we had an evaluation committee review all proposals and rank them based on the criteria outlined in the proposal. The evaluation committee meeting was held on June 1st 2026 in which the committee members agreed with the final rankings and to move forward with the top firm. The top firm chosen was Eastern Aviation Fuels, INC.		
Alternatives: Not proceed with Eastern Aviation Fuels, INC.		
Source of Funds: The airport budgets money in their 52 account each year under 140.60.542-030.52		
Financial Impact:		
Exhibits Attached: RFP-011-2026 Aviation Fuels Supplier Services Solicitation, Evaluation Committee consensus scorecard, Eastern Aviation Fuels INC response, Contract.		

REQUEST FOR PROPOSAL
011-2026
AVIATION FUELS SUPPLIER SERVICES

City of Lake City
205 N. Marion Ave.
Lake City, FL 32055

RELEASE DATE: April 10, 2026

DEADLINE FOR QUESTIONS: April 24, 2026

PROPOSAL SUBMISSION DEADLINE: May 11, 2026, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/lcfla>

City of Lake City
REQUEST FOR PROPOSAL
AVIATION FUELS SUPPLIER SERVICES

I. The City of Lake City Florida.....

II. Introduction.....

III. Instruction to Proposers

IV. Scope of Work

V. Format and Content.....

VI. Evaluation Criteria

VII. Pricing Proposal

VIII. Terms and Conditions

IX. Vendor Questionnaire.....

Attachments:

A - Aviation_Fuel_Fee_Proposal

1. The City of Lake City Florida

1.1. Request for Proposal

011-2026

AVIATION FUELS SUPPLIER SERVICES

The City of Lake City, Florida (City) will receive sealed proposals via the City's e-Procurement Portal, OpenGov, until 2:00 pm, local time, on Monday, May 11, 2026. Proposals delivered by any other means will not be considered by the Procurement Department. Any proposals received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer.

At the time of the proposal opening, only the names of the respondents will be read aloud.

Request for additional information or clarifications shall be submitted in writing via the OpenGov Question/Answer Tab via the City's e-Procurement portal, on or before the Friday, April 24, 2026 by 2:00 pm. All questions submitted and answers provided shall be electronically distributed via email to proposers following this solicitation on the City's e-Procurement Portal.

It will be the sole responsibility of the Proposer to contact the Procurement Department prior to submitting a response to determine if any addenda has been issued, obtain such addenda, and acknowledge that addenda must be accessed through OpenGov.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and city holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Department or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

The City of Lake City reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposals received, to re-advertise for proposals, or take any similar actions that may be deemed to be in the best interest of the City.

CITY OF LAKE CITY, FLORIDA

Don Rosenthal
City Manager

2. Introduction

2.1. Summary

The City of Lake City (herein after, "City") has issued this Request for Proposals (hereinafter, "RFP") with the sole purpose and intent of obtaining responses from interested and qualified suppliers licensed to do business in the State of Florida offering to provide aviation fuel and services.

This solicitation intends to establish an annual contract with one qualified vendor to ensure a reliable, safe, and cost-effective supply of aviation fuel that meets all applicable federal, state, and local requirements.

2.2. Background

The City of Lake City is approximately 12.4 square miles in size and serves a population of approximately 12,000. The City of Lake City is an urban city located in Columbia County, Florida, a rural community.

The legislative branch of the City is composed of an elected five-member City Council consisting of the Mayor and four council members. The City Council is governed by the City Charter and by state and local laws and regulations.

The City of Lake City operates under a City Council-City Manager form of government and provides a full range of municipal services including: general government administration, law enforcement and fire protection, community redevelopment, stormwater management, sanitation and solid waste, as well as construction and maintenance of infrastructure, recreational, and other cultural facilities. The City also operates a municipal airport.

2.3. Contact Information

Angel Bryant

Procurement Analyst

205 N Marion Ave

Lake City, FL 32055

Email: bryanta@lcfla.com

Phone: [\(386\) 719-5818](tel:(386)719-5818)

Department:

Procurement

2.4. Timeline

The following projected timetable should be used as a working guide for planning purposes only. The City reserves the right to adjust this timetable as required during the course of the RFP process.

Note: Dates are subject to change. TBD = to be determined. NLT = no later than.

Issue RFP Notice	April 10, 2026
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Last Date for Receipt of Written Questions	April 24, 2026, 2:00pm
Addendum Issued (If Applicable)	May 1, 2026
Proposal Due Date	May 11, 2026, 2:00pm
Evaluation Committee Meeting (Non-Mandatory)	<p>June 1, 2026</p> <p>City Manager Conference Room 205 N Marion Avenue, Lake City, FL 32055</p> <p>Microsoft Teams meeting Join: https://teams.microsoft.com/meet/298413313306327?p=mkJfDS0EvjAE0unj6X Meeting ID: 298 413 313 306 327 Passcode: RQ6Yz7F7</p> <hr/> <p>Need help? System reference Dial in by phone +1 323-694-0852,,123249917# United States, Los Angeles Find a local number Phone conference ID: 123 249 917# For organizers: Meeting options Reset dial-in PIN</p>
Recommendation Presented for Approval	June 15, 2026

3. Instruction to Proposers

3.1. Proposal Response

The City of Lake City, Florida (City) will receive sealed proposals via the City's e-Procurement Portal, OpenGov, until 2:00 pm, local time, on Monday, May 11, 2026. Proposals delivered by any other means will not be considered by the Procurement Department. Any proposals received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer.

3.2. Questions

All questions related to this RFP shall be submitted in writing via the OpenGov Question/Answer Tab via the City's e-Procurement portal, on or before, Friday, April 24, 2026 by 2:00 pm. All questions submitted and answers provided shall be electronically distributed via email to proposers following this solicitation on the City's e-Procurement Portal. Please include section referenced for each question in order to ensure that questions asked are responded to correctly.

3.3. Method of Source Selection

Each proposal will be reviewed to determine if the proposal is responsive to the RFP. Proposals deemed to be non-responsive will be rejected without being evaluated. A responsive proposal is one which has been signed and submitted by the specified Proposal deadline, and has provided the information required to be submitted with the Proposal. While poor formatting, poor documentation and/or incomplete or unclear information may not be cause to reject a proposal without evaluation, such substandard submissions may adversely impact the evaluation of a Proposal. Respondents who fail to comply with the required and/or desired elements of this RFP do so at their own risk.

The Evaluation Committee shall review all proposals for compliance with the specifications and select a vendor(s) for recommendation.

The City may, as it deems necessary, conduct discussions with responsible proposers determined to be in contention for being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements. Contingent upon successful ranking of proposals and negotiation of contracts, nothing shall preclude the City from selecting a single, qualified firm to provide both services.

3.4. Pre-Proposal Conference

A pre-proposal conference is not applicable for this solicitation.

3.5. Proposal Due Date

Sealed Proposals must be received via the City's e-Procurement Portal, OpenGov , no later than 2:00 pm, Local Time, Monday, May 11, 2026. Proposals received after this date and time will not be considered.

3.6. [Public Opening](#)

There is no public opening of the proposals. Only the names of the respondents will be publicly read aloud.

3.7. [Public Record](#)

Pursuant to Chapter 119, Florida Statutes, proposals received in response to this Request for Proposal are exempt from disclosure under the provisions of the Public Records Law until such time as an award decision has been made known or within thirty (30) days after the Proposal opening, whichever is earlier.

4. Scope of Work

4.1. Scope of Work

The City of Lake City is accepting proposals from experienced and qualified aviation fuel suppliers to service the Lake City Gateway Airport.

4.2. Specifications

The successful proposal(s) shall provide all labor, materials, equipment, transportation, and incidentals necessary to supply and deliver aviation fuel, including but not limited to:

AVIATION FUELS:

A. PRODUCTS/SPECIFICATIONS:

1. Avgas 100LL – meets or exceeds ASTM (American Society of Testing & Materials) 910.
2. Jet A with Prist fuel additive pre-mixed - meets or exceeds ASTM 1655.

B. QUANTITY/TERM:

1. Avgas 100LL – approximately 40,000 – 60,000 gallons per year.
2. Jet A – approximately 60,000 – 600,000 gallons per year.
3. All deliveries must be in full transport amounts not less than 7,500 gallons, unless fire levels elevate during such fire seasons as Lake City Gateway Airport is home to the United States Department of Agriculture (Forestry Division) and demand may require periodic short orders as fuel volume is depleted.
4. During such fire seasons and when fuel demand increases for U.S.D.A. aircraft providing life safety sorties, the supplier will assist with the location and delivery of additional/loaner fuel truck/s. These trucks must be sufficient in capacity as well as performance to meet the demands of fuel needed during such times. Supplier must have the ability to provide a loaner JET-A Refueling Truck, as the need exists during wildfire activity, at no cost to the city.

4.3. Product Delivery & Charges

1. All deliveries must be made within 24 hours of order placement.
2. Supplier must provide toll-free telephone number for order placement.
3. The successful Bidder will be required to deliver all fuels during the City of Lake City Gateway Airport normal hours of operation 7 days per week 8 a.m. to 6 p.m.
4. Deliveries must be via supplier transport truck or common carrier transport trucks designed for aviation fuel only. All tanks must be dedicated for fuel grade or proven to be properly cleaned and dried.

5. Title to product must pass to purchaser upon offloading into storage at the City of Lake City Gateway Airport.
6. Freight charges must be based on supplier's closest delivery source within the State of Florida regardless of actual source of delivery.
7. Billing is to be based on net temperature adjusted gallons.
8. Material Safety Data Sheets (MSDS) are required for fuels supplied.
9. Contractor must meet FDOT required weight loads.
10. In the event of a natural disaster which disables the City's ability to dispense fuel from our pumps, the successful Bidder shall cooperate with the City to the fullest extent possible to assist in keeping vehicles fueled. This assistance may include leaving a fuel truck at our facilities so that we may fuel our vehicles directly from the fuel truck.

4.4. Credit Cards:

1. Supplier must accept without processing fee at least two (2) major oil company credit cards.
2. Supplier must accept State and Federal Government-issued credit cards without fee.
3. Supplier must accept other general-use credit cards such as Visa, MasterCard, and American Express at a processing fee not to exceed 3%.
4. Successful vendor shall supply an electronic credit card machine, with all credit card supplies, forms, materials, etc., free of charge to the Lake City Gateway Airport.
5. Supplier must provide toll-free credit card authorization service.
6. Supplier's credit card shall provide for normal airport-related charges in addition to fuel, such as tie-down fees, hangar or lease payments, pilot supplies, minor repairs, and flight and/or weather service.
7. Supplier shall reimburse the City of Lake City for credit transmittals within seven (7) days or receipt by check.
8. Supplier must provide a grace period not less than sixty (60) days for the acceptance of all other company credit cards.

4.5. Training

1. Supplier must provide line service and quality control training to the Lake City Gateway Airport employees on site at the beginning of this contract, and also provide additional training for any new employees during this contract period at no charge.
2. Supplier must provide F.A.A. (Federal Aviation Administration) part 139 (or latest revision) training to purchaser's employees free of charge.

4.6. Advertising & Signage

- The supplier must include purchasers in all directory advertising free of charge
- Supplier must provide one (1) large airport sign for air viewing, decals on ground equipment and fuel farm at no charge. State descriptions and what size your company will supply with bid proposal. If your Company provides any amenities other than those stated above, please list them in detail. Some consideration could be given to items such as additional signage and advertising.

4.7. Submittal Requirements

Submittals shall be deemed an offer to provide services to the City. In submitting, the proposer understands and agrees to abide by all specifications, provisions, terms and conditions of same, and all ordinances and policies of the City.

In order to maintain comparability and to facilitate the review process, it is requested that proposals be organized in the manner specified below. Proposals shall be submitted in a professional manner as a representation of the respondent.

Any portions of the proposal that do not comply with these guidelines must be so noted and explained in the Acceptance of Conditions section of the bid. However, proposals which contain such variances may be considered non-responsive.

At a minimum, shall include:

An introduction and company summary of not more than two (2) pages that highlight each of the key areas of the proposal and that summarizes the Proposer's experience and qualifications as to why their company shall be selected as a supplier.

The summary shall be signed by a corporate officer or principal, or an authorized representative of the company authorized to obligate the company and/or joint venture contractually. The letter shall include the business address, telephone number, facsimile number, e-mail and the name of the prime company or joint venture that the City can contact for additional information. The respondent or authorized representative is attesting that the information provided is current and factual.

- Cover page that represents the company that is submitting a proposal.
- A brief profile of the company which should include their legal name (former name, if applicable); history; business structure; designation of the legal entity by which business operates (sole proprietor, partnership, corporate, LLC, etc.); type of ownership (small business, small disadvantaged business or women-owned business); length of company's existence; locations of their parent company, branch or subsidiary and proposed project team; total number of personnel including personnel by discipline; and average annual revenue for the past five (5) years.

- Number of years in business, including operation under other firm names, providing services similar to those described herein.
- Number of years in business in the State of Florida.

Experience, at a minimum shall include:

- Experience with FAA regulations required to support the Airport's requirements for FAA certification.
- Experience in providing both Jet A and Avgas meeting standards established by the Federal Aviation Administration and by manufacturers of the aircraft routinely operated in the United States.
- Experience with various POS self fueling systems.

Qualifications, at a minimum shall include:

- Supply airports with aviation fuels for at least five (5) consecutive years
- Be a full-service general aviation marketer who provides marketing support, including a nationally recognized brand identity
- Have in place a quality control program that meets or exceeds regulatory and industry standards, including training for personnel
- Have in place a customer service program that includes a representative who can answer fueling and quality control questions and provide support in a timely manner
- The successful proposer shall be required to outlay any and all startup costs related to the commencement of service to the Airport

Fee Proposal

The City of Lake City reserves the right to evaluate the bids received and award the lowest, qualified bidder as determined to be in the best interest of the City. The uploaded price proposal in the required response Section shall include full disclosure of the nature and amount of all fees and charges. There shall be no hidden costs. The following Fees will be evaluated:

Proposed Fees for AVGas Fuel Truck Rental

Proposed Fees for AVGas and Jet Fuel

Proposed Fees for Delivery

References

Provide a maximum of five (5) references for the most similar contracts, preferably in the State of Florida. Include the size of the municipality. References should include the following information: name of agency, contact name, address, telephone number and email address.

References shall also provide a statement on the reliability of product delivery.

Customer Service Program

Submittal shall include detailed information regarding a successful customer service program that includes:

- A representative who can answer fueling and quality control questions and provide support in a timely manner.
- Experience with FAA regulations required to support the Airport's requirements for FAA certification.
- A credit card processing system compatible with X1 FBO point of sale software, specifically capable of accepting:
Major credit cards (Visa, MasterCard, American Express, Discover)
Aviation-specific cards (AvCard, Multi-Service Card)
Government and military cards
- Options to participate in advertising programs for promotion of the Airport and fuel sales;
- Provision and installation of brand identification as approved by the Airport;
- An account manager whose total interest and function is aviation-related.

4.8. [Criteria](#)

Proposals received for the requested services shall be evaluated separately using the following criteria:

1. Experience and Qualifications (25 Points)

The Proposer shall demonstrate relevant experience and qualifications in providing aviation fuel services.

Experience shall include, at a minimum:

- Demonstrated experience with Federal Aviation Administration (FAA) regulations sufficient to support airport certification requirements.

- Experience supplying both Jet A and Avgas fuels meeting all applicable FAA standards and aircraft manufacturer specifications.
- Experience with point-of-sale (POS) and self-fueling systems, including 24-hour fueling operations.

Qualifications shall include, at a minimum:

- A minimum of five (5) consecutive years supplying aviation fuel to airports.
 - Status as a full-service general aviation fuel marketer with a nationally recognized brand.
 - An established quality control program that meets or exceeds regulatory and industry standards, including documented personnel training.
 - A customer support structure with knowledgeable representatives available to address fueling and quality control inquiries in a timely manner.
 - Demonstrated ability to assume all startup and transition costs necessary to initiate service.
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2. Fee Proposal (25 Points)

Proposers shall submit a complete and transparent fee schedule. The City will evaluate pricing based on overall cost competitiveness and clarity.

The fee proposal shall include, at a minimum:

- AVGas fuel truck rental fees
- AVGas fuel pricing
- Jet A fuel pricing
- Fuel delivery fees
- Any additional applicable fees or charges

All costs must be clearly disclosed. Hidden fees or ambiguous pricing structures may result in reduced scoring or disqualification.

3. References (10 Points)

Proposers shall provide a maximum of five (5) references for contracts of similar scope and size, preferably with municipalities or airports within the State of Florida.

Each reference shall include:

- Agency name
- Contact name and title
- Address

- Telephone number
- Email address
- Size of the municipality or airport

References will be evaluated based on:

- Reliability of fuel delivery
 - Quality of product
 - Responsiveness and customer service
 - Overall performance
-

4. Customer Service Program (15 Points)

Proposers shall provide a detailed description of their customer service program, including:

- Availability of dedicated representatives to address fueling operations and quality control issues.
 - Demonstrated knowledge of FAA requirements related to airport fueling operations.
 - A credit card processing system compatible with X1 FBO point of sale software, specifically capable of accepting:
 - Major credit cards (Visa, MasterCard, American Express, Discover)
 - Aviation-specific cards (AvCard, Multi-Service Card)
 - Government and military cards
 - Marketing and promotional support, including participation in advertising programs.
 - Provision and installation of branded signage and identification (subject to Airport approval).
 - Assignment of a dedicated aviation account manager.
-

5. Quality Control and Training Programs (10 Points)

Proposers shall describe their quality control and training programs, including:

- Procedures to ensure fuel quality, storage, handling, and delivery compliance.
 - Inspection, testing, and documentation practices.
 - Training programs for personnel involved in fuel handling and safety.
 - Compliance with FAA, industry standards (e.g., ATA, NFPA), and best practices.
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6. Product Specifications and Fuel Delivery (15 Points)

Proposers shall demonstrate their capability to reliably supply aviation fuel to Lake City Gateway Airport.

Submittals shall include:

- Description of fuel supply sources and distribution network.
- Delivery methods, scheduling, and redundancy plans.
- Inventory management and emergency response capabilities.
- Historical performance related to on-time delivery and supply continuity.

4.9. Contract

1. The proposal of the successful Bidder, together with the written Notice of Award, the terms and conditions, and the specifications contained in the Invitation to Bid, will constitute the contract.
2. Contract term will be for three (3) years*. The City reserves the right to extend the contract period for two (2) additional one (1) year periods upon mutual agreement with the successful bidder.
3. *Annual Appropriation – Contingency Statement – Section 287.0582 of the Florida Statutes states that performance and obligation to pay under this contract are contingent upon an annual appropriation.

4.10. Termination

The contract may be terminated by the City for any reason upon a 30 day written notice. Contractor will be paid for all service satisfactorily performed through the date of termination. Termination will be effective upon written notification to the Contractor and such termination will relieve the City from any future obligations with the Contractor.

4.11. Price Changes During Contract Period

Any price adjustments during the contract period shall be based solely on changes in the applicable published Platts index as defined in this solicitation.

The Supplier Margin (markup), as proposed, shall remain fixed for the duration of the contract and shall not be increased.

The Contractor shall apply the specified Platts index (including the defined averaging methodology) to determine the base fuel price. The City reserves the right to verify pricing using publicly available index data.

Upon request, the Contractor shall provide supporting documentation sufficient to validate that pricing is consistent with the applicable index and contract terms.

4.12. Quality Control / Inspection

1. Supplier must provide purchaser with written product quality reports on an annual basis and certification of quality for each delivery.
2. Supplier must inspect all fuel handling equipment on an annual basis and provide the purchaser with written inspection reports.

4.13. Protection of Property/Property Conditions

1. If property is damaged performing work specified or is removed for the convenience of the work, it shall be repaired or replaced at the expense of the bidder in a manner acceptable to the City of Lake City.
2. Bidder shall notify the Contract Manager for the City of the work site having pre-existing damage before beginning the work. Failure to do so shall obligate the bidder to make repairs as addressed in this solicitation.
3. Bidder shall be responsible for securing all work areas to be safe.

4.14. Safety

The Contractor shall be responsible for the safe conduct of his/her personnel during the execution of the work detailed herein. The Contractor shall meet or exceed the standards set for by the Occupational Safety and Health Administration (OSHA) and requirements established by the Federal, State, and Local agencies. Should an unsafe condition be identified during the execution of this work, the Contractor will immediately suspend such activity until a safe method can be employed.

4.15. Employees

1. Contractor shall be responsible for the appearance of all working personnel assigned to the project. Personnel shall be clean and appropriately dressed at all times. Personnel must wear property identification at all times (company shirts, ID badges, etc.)
2. All personnel of the Contractor shall be considered to be, at all times, the sole employees of the Contractor, under the Contractor's sole direction, and not an employee or agent of the City of Lake City. The Contractor shall supply competent and physically capable employees, and the City of Lake City may require the Contractor to remove any employee it deems careless, incompetent, insubordinate, or otherwise objectionable and whose presence on city property is not in the best interest of the City of Lake City. The City of Lake City shall not have any duty to implement or enforce such requirements.
3. Contractor shall assign an "on-duty" supervisor who speaks and reads English.
4. Contractor shall have its employees refrain from the use of tobacco products in the City's buildings or grounds. Tobacco use will be allowed only in designated areas.
5. Contractor shall be solely responsible for receiving all materials and equipment at the site.

5. Format and Content

5.1. Preparation

Prepare your Proposal in a clear and concise manner. Ensure that the content of your Proposal submittal is complete. Special attention should be given to the specific information, instructions and requirements of the Request for Proposal document to ensure responsiveness. Proposals that are incomplete or lack key information may be rejected.

5.2. Incurred Expenses

The City is not responsible for any expenses which Proposers may incur in preparing or submitting proposals including presentations and any other expenses called for in this Request for Proposal.

5.3. Proprietary Information

1. In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State and Federal Law, all Proposers should be aware the Request for Proposal and the responses thereto are in the public domain. Proposers are requested to identify specifically any information contained in their Proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.

A generic notation that information is "confidential" is not sufficient. Failure to provide the Procurement department with a detailed explanation and justification including statutory cites and specific reference to your Proposal detailing what provisions, if any, you believe are exempt from disclosure, may result in your entire Proposal being subject to disclosure in accordance with Chapter 119 of the Florida Statutes

2. All Proposals received from Proposers in response to this Request for Proposal will become the property of the City of Lake City and will not be returned to the Proposers. In the event of Contract award, all documentation produced as part of the Contract will become the exclusive property of the City.

5.4. Requirements

1. Proposals will be evaluated based on the information provided in the response. All documents should be 8 1/2 x 11 format and must not be more than 25 pages.
2. A letter of interest or executive summary, not to exceed three (3) additional pages, may also be included in the proposal. Qualification documents that exceed this length will be considered non responsive and will not be evaluated.
3. During this process, any intentional omissions, alterations, or false representations will be grounds for rejection of any proposal. Proposals must include a Table of Contents which provides clear identification of the material by section.

5.5. [Delivery of Proposals](#)

Proposals shall be submitted via the City's e-Procurement Portal. All Proposals submitted must be received in the Procurement Department by the time specified in this solicitation. It is the sole responsibility of the Proposer to ensure that Proposals are received by the due date and time. The City shall not be responsible for delays caused by any occurrence. Proposals received following the Proposal Due Date will not be considered.

5.6. [Evaluation Criteria](#)

An Evaluation Committee will be established to review all responsive Proposals. Proposers submitting Proposals deemed to be reasonably acceptable to be selected will be evaluated using the evaluation criteria set forth herein. The information that will be considered and relative scoring for each criterion is identified in the "[Evaluation Criteria](#)" section of the solicitation.

The scoring mechanism will be used by individual Evaluation Committee members to rank firms. Ranks from all Evaluation Committee members will then be summed for each Proposer in order to establish the overall rank order.

5.7. [Proposal Evaluation Committee and Evaluation Process](#)

1. Evaluation Committee

An Evaluation Committee (hereinafter referred to as "the Committee") consisting of at least three (3) members will be established to review, discuss, and evaluate all responsive Proposals submitted in response to this Request for Proposals (RFP). The Committee shall conduct a preliminary evaluation of all Proposals on the basis of the information provided and evaluation criteria as set forth in this Request for Proposal.

2. Presentations

The Committee reserves the right to require oral presentations from any or all responsive and responsible Proposers who submit Proposals determined to be reasonably acceptable of being selected for award. Discussions may be conducted for the purpose of clarification and to assure full understanding of, and responsiveness to, the solicitation requirements. The City will not be liable for any costs incurred by the Proposer in connection with such interviews, presentations, or negotiations (i.e., travel, accommodations, etc.).

3. Award without Presentations

The City may evaluate and award a Contract based on responses to this Request for Proposal without discussions or oral presentations. Therefore, each response to this RFP should contain the Proposer's best terms and conditions for consideration.

4. Ranking

The Committee will evaluate and rank the Proposers as set forth in the preceding section

entitled "Evaluation Criteria" and submit the proposed rank order to the Director of Procurement.

5. Authority to Award

Contracts negotiated as a result of this RFP will be presented to City Council for final award.

6. Reserved Rights

- a. The City, at its sole and absolute discretion, reserves the right to reject any and all, or parts of any and all proposals, to re-advertise this solicitation, postpone or cancel, at any time, this solicitation process, or to waive minor irregularities and informalities in this RFP or in the proposals received as a result of this RFP.
- b. The City does not guarantee the award of any Contract as a result of this solicitation process.

6. Evaluation Criteria

No.	Evaluation Criteria	Scoring Method	Weight (Points)
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<p>1.</p>	<p>Experience and Qualifications</p> <p>The Proposer shall demonstrate relevant experience and qualifications in providing aviation fuel services.</p> <p>Experience shall include, at a minimum:</p> <ul style="list-style-type: none"> ● Demonstrated experience with Federal Aviation Administration (FAA) regulations sufficient to support airport certification requirements. ● Experience supplying both Jet A and Avgas fuels meeting all applicable FAA standards and aircraft manufacturer specifications. ● Experience with point-of-sale (POS) and self-fueling systems, including 24-hour fueling operations. <p>Qualifications shall include, at a minimum:</p> <ul style="list-style-type: none"> ● A minimum of five (5) consecutive years supplying aviation fuel to airports. ● Status as a full-service general aviation fuel marketer with a nationally recognized brand. ● An established quality control program that meets or exceeds regulatory and industry standards, including documented personnel training. ● A customer support structure with knowledgeable representatives available to address fueling and quality control inquiries in a timely manner. ● Demonstrated ability to assume all startup and transition costs necessary to initiate service. 	<p>0-100 Points</p>	<p>25 <i>(25% of Total)</i></p>
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<p>2.</p>	<p>Fee Proposal</p> <p>Proposers shall submit a complete and transparent fee schedule. The City will evaluate pricing based on overall cost competitiveness and clarity.</p> <p>The fee proposal shall include, at a minimum:</p> <ul style="list-style-type: none"> ● AVGas fuel truck rental fees ● AVGas fuel pricing ● Jet A fuel pricing ● Fuel delivery fees ● Any additional applicable fees or charges <p>All costs must be clearly disclosed. Hidden fees or ambiguous pricing structures may result in reduced scoring or disqualification.</p>	<p>0-100 Points</p>	<p>25 <i>(25% of Total)</i></p>
<p>3.</p>	<p>References</p> <p>Proposers shall provide a maximum of five (5) references for contracts of similar scope and size, preferably with municipalities or airports within the State of Florida.</p> <p>Each reference shall include:</p> <ul style="list-style-type: none"> ● Agency name ● Contact name and title ● Address ● Telephone number ● Email address ● Size of the municipality or airport <p>References will be evaluated based on:</p> <ul style="list-style-type: none"> ● Reliability of fuel delivery ● Quality of product ● Responsiveness and customer service ● Overall performance 	<p>0-100 Points</p>	<p>10 <i>(10% of Total)</i></p>

<p>4.</p>	<p>Customer Service Program</p> <p>Proposers shall provide a detailed description of their customer service program, including:</p> <ul style="list-style-type: none"> ● Availability of dedicated representatives to address fueling operations and quality control issues. ● Demonstrated knowledge of FAA requirements related to airport fueling operations. ● A credit card processing system compatible with X1 FBO point of sale software, specifically capable of accepting: <ul style="list-style-type: none"> ○ Major credit cards (Visa, MasterCard, American Express, Discover) ○ Aviation-specific cards (AvCard, Multi-Service Card) ○ Government and military cards ● Electronic payment processing with direct remittance to the City. ● Marketing and promotional support, including participation in advertising programs. ● Provision and installation of branded signage and identification (subject to Airport approval). ● Assignment of a dedicated aviation account manager. 	<p>0-100 Points</p>	<p>15 <i>(15% of Total)</i></p>
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<p>5.</p>	<p>Quality Control and Training Programs</p> <p>Proposers shall describe their quality control and training programs, including:</p> <ul style="list-style-type: none"> ● Procedures to ensure fuel quality, storage, handling, and delivery compliance. ● Inspection, testing, and documentation practices. ● Training programs for personnel involved in fuel handling and safety. ● Compliance with FAA, industry standards (e.g., ATA, NFPA), and best practices. 	<p>0-100 Points</p>	<p>10 <i>(10% of Total)</i></p>
<p>6.</p>	<p>Product Specifications and Fuel Delivery</p> <p>Proposers shall demonstrate their capability to reliably supply aviation fuel to Lake City Gateway Airport.</p> <p>Submittals shall include:</p> <ul style="list-style-type: none"> ● Description of fuel supply sources and distribution network. ● Delivery methods, scheduling, and redundancy plans. ● Inventory management and emergency response capabilities. ● Historical performance related to on-time delivery and supply continuity. 	<p>0-100 Points</p>	<p>15 <i>(15% of Total)</i></p>

7. Pricing Proposal

AVIATION FUELS- AV GAS

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Supplier Margin (\$/gallon)	1	GALLON		
2	Freight (\$/gallon)	1	GALLON		
3	Additive (if applicable)	1	GALLON		
4	Taxes	1	GALLON		
TOTAL					

AVIATION FUELS- JET A WITH PRIST PREMIXED

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Supplier Margin (\$/gallon)	1	GALLON		
2	Freight (\$/gallon)	1	GALLON		
3	Additive (if applicable)	1	GALLON		
4	Taxes	1	GALLON		
TOTAL					

8. Terms and Conditions

8.1. CDBG Guidelines

Procurement and contracting for all services shall conform to CDBG guidelines as well as the state and federal regulation including 2 CFR, Part 200. All records shall be maintained in accordance with state and federal CDBG requirements.

8.2. Contract Award

An award, if made, will be made to the best overall proposer(s) whose proposal is most advantageous to the City, taking into consideration the evaluation factors set forth in this RFP.

8.3. Questions Regarding the Solicitation or Proposal Process

To ensure fair consideration for all Proposers, the City prohibits communication to or with any officer, elected official (including the Mayor and City Council), department, division, office or employee of the City, and any Evaluation Committee members during the solicitation process from the date of issuance of the RFP through award, except as provided below.

All communications relating to this RFP between Proposer (or anyone on Proposer's behalf) and the City must be made through the Procurement Department. Any communications in violation of this provision may be grounds for disqualifying the offending Proposer from consideration for award of the Proposal and/or any future Proposal.

Any questions relative to interpretation of the solicitation or the Proposal process shall be submitted via the City's e-Procurement Portal. Questions must be received by the Procurement Department on or before the cut-off date for questions as specified in the Proposal Schedule. Questions received after the cut-off date as specified in the Proposal Schedule will not be considered.

Any interpretation made to prospective Proposers will be answered through the City's e-Procurement Portal or expressed in the form of an addendum to the solicitation which, if issued, will be conveyed in writing to all persons on record as following this RFP, no later than five (5) days prior to the date set for receipt of Proposals. Oral answers will not be authoritative.

It will be the responsibility of the Proposer to acknowledge and confirm receipt of all addenda in the City's e-Procurement Portal.

8.4. Additional Information

The City reserves the right to request that the Proposer provide additional information it deems necessary to evaluate, clarify, or substantiate any area contained in each submitted Proposal and to more fully meet the needs of the City.

8.5. Addendum to Request for Proposals

If it becomes necessary to revise or amend any part of this Request for Proposal before the Proposal due date, the Procurement Department will furnish the revision by written Addendum.

8.6. Execution of Contract

Unless such time is extended by the City, the successful Proposer shall, within ten (10) calendar days after Notice of Award is issued by the City of Lake City, Procurement Department, sign and enter into a Contract with the City, and shall simultaneously provide any required bonds, indemnities and insurance certificates.

Failure to comply with the established deadline for submittal of required documents may be grounds for cancellation of the award.

8.7. Proposer's Guarantee

By submitting a Proposal, a Proposer warrants that no one was paid a fee, commission, gift, or other consideration contingent upon receipt of an award for the services and/or supplies specified herein.

8.8. Indemnification

The Respondent agrees to indemnify and hold the City harmless for any and all claims, liability, losses and causes of action which may arise out of its fulfillment of the contract awarded pursuant to this RFP. It agrees to pay all claims and losses, including related court costs and reasonable attorneys' fees, and shall defend all suits filed due to the negligent acts, error or omissions or Respondent employees and/or agents In the event the completion of a project awarded pursuant to this RFP(to include the work of others) is delayed or suspended as a result of the Respondent's failure to purchase or maintain the required insurance, the Respondent shall indemnify the City from any and all increased expenses resulting from such delay.

8.9. Insurance Requirements

The Proposer will be required to furnish evidence of the following insurance coverage by a licensed Florida Company.

1. Without limiting Proposer's indemnification, it is agreed that the successful Proposer will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Proposer's policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy.
 - a. Professional liability insurance to provide coverage of not less than one million dollars (\$1,000,000).

- b. Workers' compensation insurance to apply for all employees of the contractor, sub-contractors and the contractor's architect and/or engineer meeting the "Workers' Compensation Law" of the State of Florida and all applicable federal laws.
 - c. Commercial General Liability insurance to provide coverage of not less than one million dollars (\$1,000,000) combined single limit per occurrence and annual aggregates where generally applicable and must include premises-operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.
 - d. Comprehensive Automobile Liability Insurance covering all owned, hired and non- owned vehicles with coverage limits not less than one hundred thousand dollars (\$100,000) per person, three hundred thousand dollars (\$300,000) per occurrence and one hundred thousand dollars (\$100,000) property damage.
2. The official title of the owner is "City of Lake City". This official title will be used in all insurance documentation.

8.10. Proof of Insurance

The Proposer will furnish to the Procurement Department Certificates of Insurance or endorsements evidencing the insurance coverage specified above within seven (7) days after notification of an award. The required Certificates of Insurance or endorsements will not only name the types of policies continued, but will also refer specifically to this contract and will state that such insurance is as required by this contract. If the initial insurance expires before the completion of the work, renewal Certificates of Insurance will be furnished thirty (30) days before the date of their expiration. Notice of cancellation and/or restriction Policy(s) must be endorsed to give the City thirty (30) days' notice of cancellation and / or restriction.

9. Vendor Questionnaire

9.1. [Table of Contents*](#)

Please upload your Table of Contents here.

*Response required

9.2. [Acknowledgement*](#)

By checking yes, the Respondent acknowledges the following:

The information provided in the response is true and correct, and the response submission is final.
Respondent agrees to all terms and conditions contained in the Solicitation.

Yes

No

*Response required

9.3. [Documents Requiring Notorization*](#)

Please download the below documents, complete, and upload.

- [Conflict of Interest Statem...](#)
- [Drug Free Workplace Certifi...](#)
- [Non-Collusion Affidavit \(1\)...](#)
- [Public Entity Crimes Statem...](#)

*Response required

9.4. [Scrutinized Companies Certification*](#)

Per State of Florida Statute s. 287.135(5) Suppliers (companies) must acknowledge and agree to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies' paragraph listed below. Respondents shall agree by marking the option below. Respondents neglecting to respond may be disqualified from consideration of award and deemed non-responsive.

I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit have been placed on the Scrutinized Companies That Boycott Israel List created pursuant to s. 215.4725 of the Florida Statutes, or are engaged in a boycott of Israel.

In addition, if this Solicitation is for a contract for goods or services where the total contract value is one million dollars (\$1,000,000) or more, I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473 of the Florida Statutes, or are engaged in business operations in Cuba or Syria as defined in said statute.

I understand and agree that the County may immediately terminate any contract resulting from this Solicitation upon written notice if the responding entity (or any of those related entities of respondent as defined above by Florida law) are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

By selecting "Yes", the respondent acknowledges and agrees to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies'.

- Yes
 No

*Response required

9.5. [Human Trafficking Affidavit*](#)

Please download the below documents, complete, and upload.

- [Human Trafficking.docx](#)

*Response required

9.6. [Disputes Disclosure Form*](#)

Answer the following by selecting which, if any, pertain to your organization. . If you answer "YES", please explain in the Disputes Disclosure Explanation question. If you answer None of the Above, please type "N/A" in the Disputes Disclosure Explanation question.

Select all that apply

- Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?
- Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?
- Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?
- None of the Above

*Response required

9.7. [E-Verify Affirmation Statement*](#)

Please download the below documents, complete, and upload.

- [E-VERIFY AFFIRMATION STATEM...](#)

*Response required

9.8. [Statement of Qualification Document*](#)

Please upload your COMPLETE Statement of Qualifications

*Response required



[EASTERN AVIATION FUELS, INC] RESPONSE DOCUMENT REPORT

RFP No. 011-2026

AVIATION FUELS SUPPLIER SERVICES

RESPONSE DEADLINE: May 11, 2026 at 2:00 pm

Report Generated: Monday, June 1, 2026

Eastern Aviation Fuels, INC Response

CONTACT INFORMATION

Company:

Eastern Aviation Fuels, INC

Email:

deron.webb@titanfuels.aero

Contact:

Deron Webb

Address:

601 Mccarthy Blvd
New Bern, North Carolina 28562, NC 28562

Phone:

N/A

Website:

www.titanfuels.aero

Submission Date:

May 11, 2026 10:26 AM (Eastern Time)

ADDENDA CONFIRMATION

Addendum #1

Confirmed Apr 14, 2026 8:38 AM by Deron Webb

Addendum #2

Confirmed Apr 14, 2026 7:02 PM by Deron Webb

Addendum #3

Confirmed Apr 29, 2026 8:02 AM by Deron Webb

QUESTIONNAIRE

1. Table of Contents*

Please upload your Table of Contents here.

Lake_City_Table_of_Contents.docx

2. Acknowledgement*

By checking yes, the Respondent acknowledges the following:

The information provided in the response is true and correct, and the response submission is final. Respondent agrees to all terms and conditions contained in the Solicitation.

Yes

3. Documents Requiring Notorization*

Please download the below documents, complete, and upload.

- [Conflict of Interest Statem...](#)
- [Drug Free Workplace Certifi...](#)

- [Non-Collusion Affidavit \(1\)...](#)
- [Public Entity Crimes Statem...](#)

Scan2026-04-30_082738.pdf

4. Scrutinized Companies Certification*

Per State of Florida Statute s. 287.135(5) Suppliers (companies) must acknowledge and agree to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies' paragraph listed below. Respondents shall agree by marking the option below. Respondents neglecting to respond may be disqualified from consideration of award and deemed non-responsive.

I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit have been placed on the Scrutinized Companies That Boycott Israel List created pursuant to s. 215.4725 of the Florida Statutes, or are engaged in a boycott of Israel.

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I understand and agree that the County may immediately terminate any contract resulting from this Solicitation upon written notice if the responding entity (or any of those related entities of respondent as defined above by Florida law) are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

By selecting "Yes", the respondent acknowledges and agrees to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies'.

Yes

5. Human Trafficking Affidavit*

Please download the below documents, complete, and upload.

- [Human Trafficking.docx](#)

Human_Trafficking.pdf

6. Disputes Disclosure Form*

Answer the following by selecting which, if any, pertain to your organization. . If you answer "YES", please explain in the Disputes Disclosure Explanation question. If you answer None of the Above, please type "N/A" in the Disputes Disclosure Explanation question.

None of the Above

7. E-Verify Affirmation Statement*

Please download the below documents, complete, and upload.

- [E-VERIFY AFFIRMATION STATEM...](#)

E-VERIFY_AFFIRMATION_STATEMENT_(1)_4).pdf

8. Statement of Qualification Document*

Please upload your COMPLETE Statement of Qualifications

TITAN_Overview_Template_2025_(Lake_City_Gateway_Airport)_2_(2).pdf

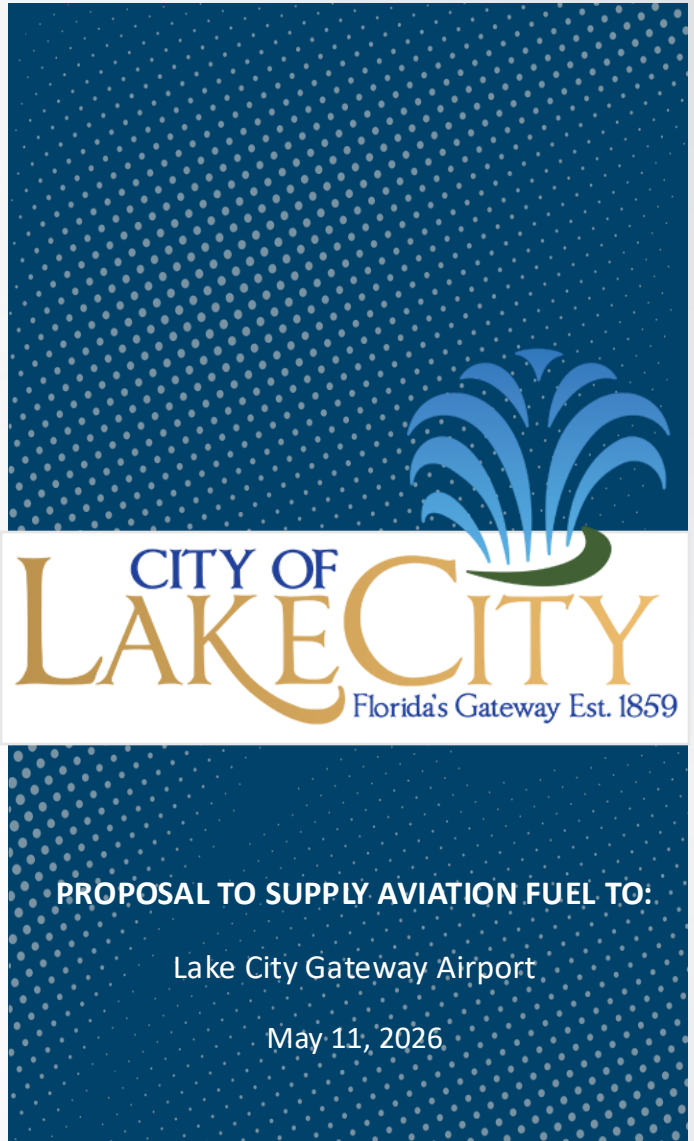
PRICE TABLES

AVIATION FUELS- AV GAS

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Supplier Margin (\$/gallon)	1	GALLON	\$0.94	\$0.94
2	Freight (\$/gallon)	1	GALLON	\$0.1462	\$0.1462
3	Additive (if applicable)	1	GALLON	\$0.00	\$0.00
4	Taxes	1	GALLON	\$0.219	\$0.219
TOTAL					\$1.3052

AVIATION FUELS- JET A WITH PRIST PREMIXED

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Supplier Margin (\$/gallon)	1	GALLON	\$0.20	\$0.20
2	Freight (\$/gallon)	1	GALLON	\$0.0864	\$0.0864
3	Additive (if applicable)	1	GALLON	\$0.01	\$0.01
4	Taxes	1	GALLON	\$0.269	\$0.269
TOTAL					\$0.5654



Prepared by:
Deron S. Webb
deron.webb@titanfuels.aero
252-933-4533

Submitted by:
TITAN Aviation Fuels
601 McCarthy Blvd
New Bern, NC 28562



May 11th, 2026

Lake City Gateway Airport
3524 East US HWY 90
Lake City, FL 32055

Eastern Aviation Fuels dba TITAN Aviation Fuels, a small corporation is submitting the following proposal to continue to service Lake City Gateway Airport as a TITAN Aviation Fuels branded dealer. Having been a trusted member of the aviation community for over 50 years and over 40 years in Florida, we have developed a network of 665 plus branded locations throughout North America. Titan Aviation Fuels is a North Carolina company based at 601 McCarthy Blvd, New Bern, NC 28562 which was started in 1975 with an average annual revenue of \$1.35B and 225 team members employed.

Since 2016, TITAN Aviation Fuels has provided Lake City Gateway Airport quality fuel, marketing programs, DLA Military inspection and bid support, refueling equipment, supplies, credit card processing, and quality control. We have been successful providing quality assurance, communication, transparency, safety programs and designing best practices for the success of both of our businesses.

This proposal will outline our ability to continue to support your operation as specified in the RFP. I look forward to the opportunity to continue a long-term business relationship with Lake City Gateway Airport as a member of the TITAN Aviation Fuels branded Network.

Names and contact information of the people who will be authorized to make representations for TITAN Aviation Fuels and are dedicated to address all operational issue concerns.

- Deron S. Webb (Southeast Regional Sales Manager) dwebb@titanfuels.aero cell: 252-933-4533
- Chuck Buckland (Vice President Sales – East) cbuckland@titanfuels.aero cell: 252-671-1759
- David Sierzant (SVP Contract Fuels) david@titanfuels.aero cell: 912-313-6018
- Laura Santucci (Contract Fuel Sales Southeast) laura.santucci@titanfuels.aero cell: 561-245-1301

I look forward to your response and feel free to contact me with any questions.

Best regards,

A handwritten signature in black ink that reads 'D. S. Webb' with a long horizontal line extending to the right.

Deron S. Webb, Southeast Regional Sales Manager
TITAN Aviation Fuels
Deron.webb@titanfuels.aero
Cell 252-933-4533
Office 252-633-0066
Fax 252-633-3125

FUELING SUCCESS SINCE 1975

VOTED #1 AVIATION FUEL BRAND IN 2025

TITAN AVIATION FUELS EXPERIENCE

TITAN Aviation Fuels was founded by Robert L. Stallings, III in 1975 as a wholesale aviation fuel distributor. He combined his knowledge of the petroleum industry gained from working in an automotive fuel business and his love for aviation by creating a fuel supply and marketing company dedicated to the sale of aviation fuels.

TITAN provides fuel and services globally and is a leading supplier in the United States. Established over 50 years ago, TITAN is focused 100% on the aviation market. Our supply coverage extends throughout North America, the Caribbean, Europe, Africa, and beyond.. TITAN serves thousands of customers including approximately 650 TITAN branded locations, airports, airlines, helicopter companies, corporate flight departments, freight companies, the military and aerial applicators.

Many of our team members are pilots which provides them first-hand knowledge of the industry. **Our passion and dedication to the aviation industry are evident in our continued innovation and development of new services and products that benefit our customer base and the aviation industry.** TITAN's sales staff have decades of sales experience.

WHAT SETS US APART:

- 100% commitment to the aviation market through card membership, product, sales, and support
- **650+ TITAN branded FBOs**
- 2,500 fueling locations around the world
- 200+ dedicated employees who are customer service oriented
- **One of the largest fleets of aviation refuelers to meet our customers daily demands and special events**
- **Quality Control team dedicated to the consistent delivery of quality product, support, and safety**
- **Dedicated aviation sales and marketing team focused on your success**
- **Contract Fuel Programs designed to connect you directly to targeted customers**
- **Loyalty Rewards Program to promote increased sales and customer appreciation**
- In-house, wholly owned fuel transport company (Marlin Transport) dedicated to the transport and delivery of aviation product (Jet and Avgas)

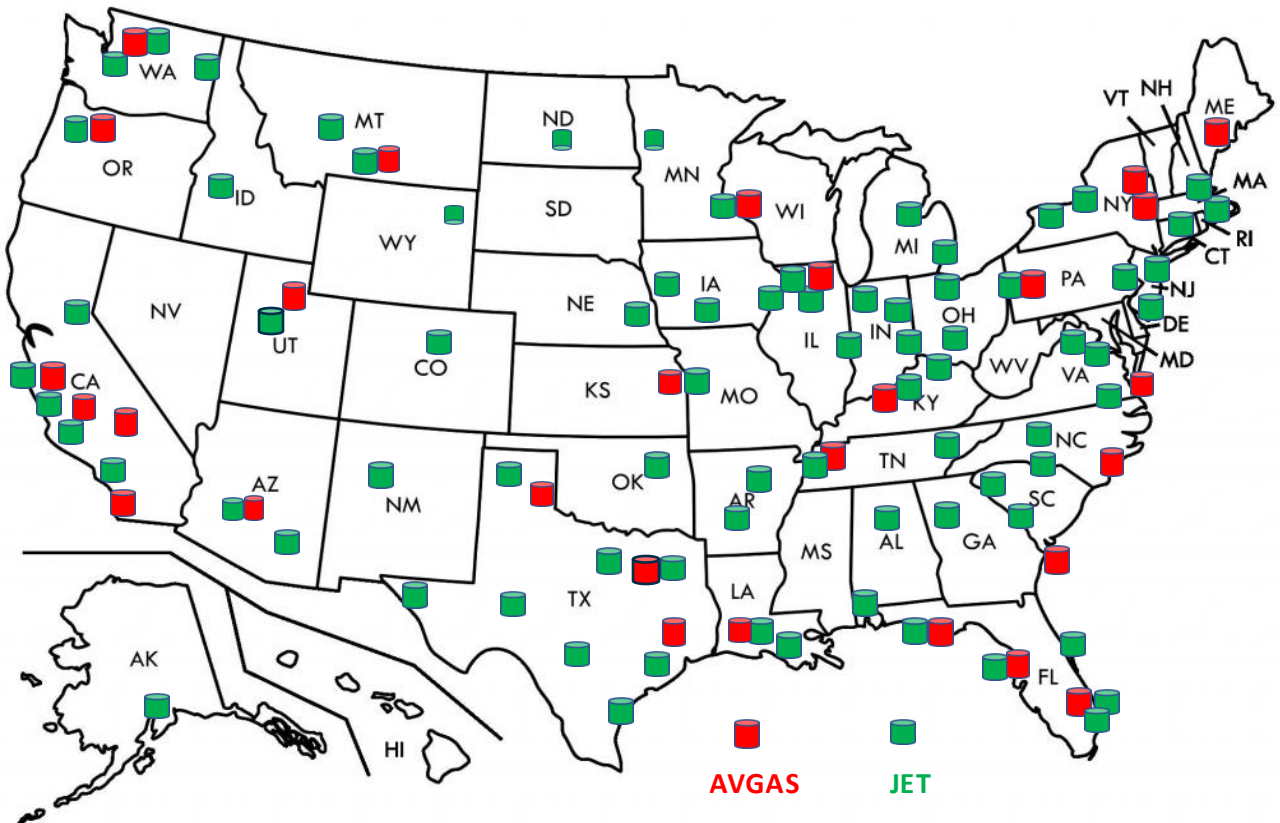
TITAN MILESTONES:

- **1975 TITAN is founded**
- 1995 Wayne Oil Company acquired
- 1996 Regal Aviation Fuels acquired
- 1998 Hi-Tech Fuels acquired
- 2000 Dees Oil Company acquired
- **2001 Marlin Transport founded**
- 2004 TITAN Aerospace Insurance founded
- 2005 Bell Fuels acquired
- **2018 Launched "Atlas" proprietary web-based FBO management software package**
- 2022 Acquired Akryl a European-based fuel supplier
- **2025 Acquired Multi Service Aviation Card**

RELIABLE SUPPLY

TITAN leverages its distribution and terminal infrastructure to provide uninterrupted, reliable supply to its customers. TITAN is involved in all areas of fuel logistics – from refinery to wingtip. **TITAN has agreements with all domestic refineries with access to over 250 supply terminals.**

TITAN makes the process of delivering top-quality fuel and service to your customers safe and simple. Each tanker supplying fuel to the Airport fuel farm will be dedicated to aviation fuel products only.



30 Refiners



250 Terminals



100 Freight Carriers

SUPPLY & TRANSPORT CAPABILITIES

The following map illustrates TITAN's supply points in close proximity to your FBO. Each location labeled with a TITAN truck icon, indicates that we have TITAN-owned transport equipment. These dedicated trucks will ensure timely deliveries during peak demand.

- Secure/Redundant supply
- Additional domestic refinery sources of supply for Jet A and Avgas



■ JET-A **Primary Terminal - Jacksonville**

● AVGAS **Primary Terminal - Tampa**



TITAN OWNED AND OPERATED DELIVERY TRANSPORTS IN YOUR REGION ENSURE CONTROLLED & RELIABLE SUPPLY

RFP 011-2026 – Aviation Fuel Supplier Services

Attachment A: Fee Proposal

The City of Lake City reserves the right to evaluate proposals and award to the lowest, responsive and responsible proposer as determined to be in the best interest of the City. The submitted price proposal shall include full disclosure of all fees and charges. There shall be no hidden costs.

PRICING METHODOLOGY

Fuel pricing shall be based on a fixed differential (markup) over a published Platts index, plus applicable freight, taxes, and additives.

Index Definition:

Jet-A: Platts U.S. Gulf Coast Jet Fuel

Avgas: Applicable aviation gasoline index (e.g. OPIS or Platts), as specified by the proposer and approved by the City.

Basis: Prior Week Average (Monday–Friday)

Effective: Updated weekly (Monday)

Pricing Formula:

Total Delivered Price per Gallon = Platts Index + Supplier Margin + Freight + Taxes + Additives

AVGAS – PER GALLON

Line Item	Description	Unit Cost
1	Supplier Margin (\$/gallon)	\$0.94
2	Freight (\$/gallon)	\$0.1462
3	Additive (if applicable)	\$0.00
4	Taxes	\$0.219
5	Total Evaluated Price*	\$1.3052

JET-A WITH PRIST (PREMIXED) – PER GALLON

Line Item	Description	Unit Cost
1	Supplier Margin (\$/gallon)	\$0.20
2	Freight (\$/gallon)	\$0.0864
3	Additive (if applicable)	\$0.01
4	Taxes	\$0.269
5	Total Evaluated Price*	\$0.5654

*For evaluation only. City may use a standard Platts reference price.

Certification

Name of Company: Eastern Aviation Fuels dba Titan Aviation

Authorized Signature: [Signature] Title: Regional Sales Manager

Printed Name: Drew S. Wright Date: 5/11/26

PRODUCT SPECIFICATIONS / FUEL DELIVERY

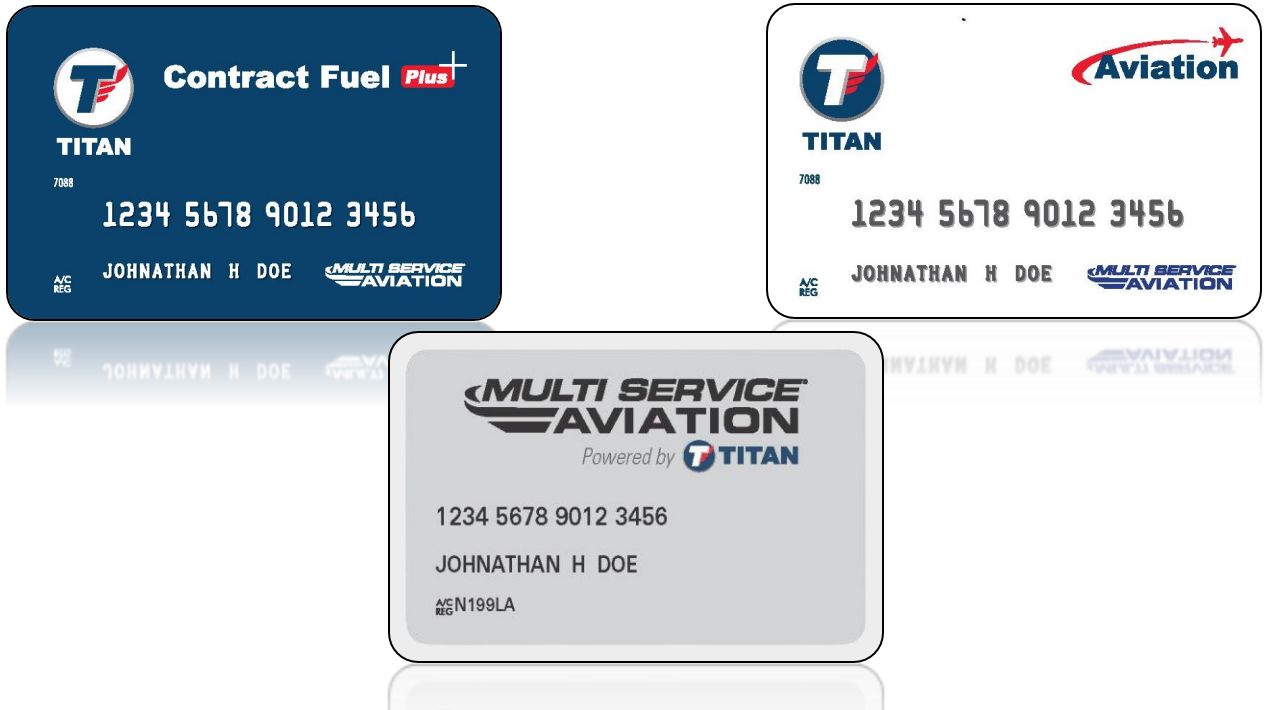
FUEL AND QUALITY SPECIFICATIONS:

- 100LL AVGAS meets or exceeds ASTM D-910 specifications, latest revision, and shall be of the Aviation Gasoline type, 100 octane, low lead (AVGAS 100LL).
- Jet-A meets or exceeds ASTM D-1655 specifications, latest revisions, shall also conform to MIL-DTL-85470B specifications.
- Certificate of Analysis for each delivery.
- All fuel storage, fuel handling, refueling vehicles, equipment, and related training of all personnel engaged in the handling and distribution of aviation fuel shall be in strict conformance to the current version of FAA AC 150/5230-4B, Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports.
- TITAN can perform and document the following tests before shipments are unloaded at the fuel farm and delivered with dedicated fuel transports.
 - Visual, Color, & Clarity
 - Gauging
 - Bottom sediment and water
 - Temperature & API Gravity
- Fuel ordering: Available 24/7. Call 800-334-5732 TITAN dispatch team or place fuel order online at our website www.titanfuels.aero or via email at dispatch@titanfuels.aero. Processing of fuel request is completed within 24 hours of request and objective is to deliver within 24-48 hours of order placed or sooner. Office Hours of operation are Monday through Friday 7 am to 9 pm EST. For after hours or emergency deliveries of fuel, we operate a dispatch system, and someone is available during afterhours and weekends. Fuel Delivery available 7 days per week 6 am – 7 pm.
- TITAN Aviation will furnish the necessary adapters for road transport vehicles delivering into the fuel storage system.
- TITAN will provide written product quality reports and inspect all fuel handling equipment at the request of the FBO.
- TITAN will inspect all fuel metering equipment to ensure the proper certification signage and seals are displayed as required by federal and state law at the request of the FBO.

EMERGENCY FUEL DELIVERIES:

- TITAN Aviation Fuels has contracts with several fuel carriers across the country. Should there be an event and or emergency which requires a fuel delivery outside the norm, our dispatch is available 24/7 as well as your sales representative.
- Our dispatch team will contact the normal carrier in your area to source a time for delivery. Since we have several terminals to pull product, we can reach beyond the normal terminals and carriers to schedule the most immediate delivery. Our goal is to assist your operation and meet the demands of the customer.
- Our contract spill and clean up company is CHEMTREC 800.262.8200.

CREDIT CARD RATES



TITAN's card processing platform not only works seamlessly with ATLAS FBO Management Software (TITAN's proprietary web-based point-of-sale system), but also with numerous FBO point-of-sale systems such as Total FBO, X1 FBO, FBO Director, Avman, My Flight Solutions, etc. It is also compatible with QT Pod and FuelMaster, the most common self-serve card readers used in the aviation industry.

TITAN offers an extensive Credit Card processing system, utilizing the Verifone VX-820 POS machine.

Your credit card settlements are processed and deposited **within 48 hours** of the transaction.

This is an expedited processing time in this industry to support your operation's cashflow and getting your money back to your operation.

Card Type	Rate
TITAN Aviation Contract Fuel	0% - Fuel and non-fuel charges
TITAN Aviation Card – White Card	0%
Multi Service Aviation Card – Retail Card	2.50%
MasterCard*	2.10%
Visa*	2.10%
American Express	2.85%
Discover	2.85%
AvCard	2.85%
Gov't Air Card	0% Contracted /4.25% Non-Contracted

**Unqualified Transactions that are not swiped through the POS machine (card on file) may be subject to higher processing rates.*

This proposal contains confidential information



TITAN INTERNATIONAL CONTRACT FUEL PLUS PROGRAM:

TITAN's internationally recognized contract fuel program is one of aviation's most widely utilized and preferred fuel purchasing programs.

With one of the industry's largest networks, TITAN Contract Fuel is an integral part of the fuel buying process for all flight operations types. **Boasting a customer base of over +6,000 flight departments (made up of over 20,000 aircraft),** TITAN Contract Fuel is accessible to fractionals, corporate and private aircraft, charter operators, airlines, and government and military operations.

TITAN Contract Fuel streamlines the transaction experience for both sides of the counter:

FBO: TITAN Contract Fuel eliminates the use of multiple payment methods, consolidating all purchases to a single method of payment.

Customer (Flight Department or Operators): Pre-notified pricing is available via www.titanfuels.aero, pricing files delivered directly to flight departments, as well as web-based API integration with the industry's leading fuel price consolidation and flight scheduling software companies. These integrations allow customers to pre-approve fuel uplifts or present their TITAN Contract Fuel Card upon arrival to the FBO for all fuel and non-fuel purchases during their stay.

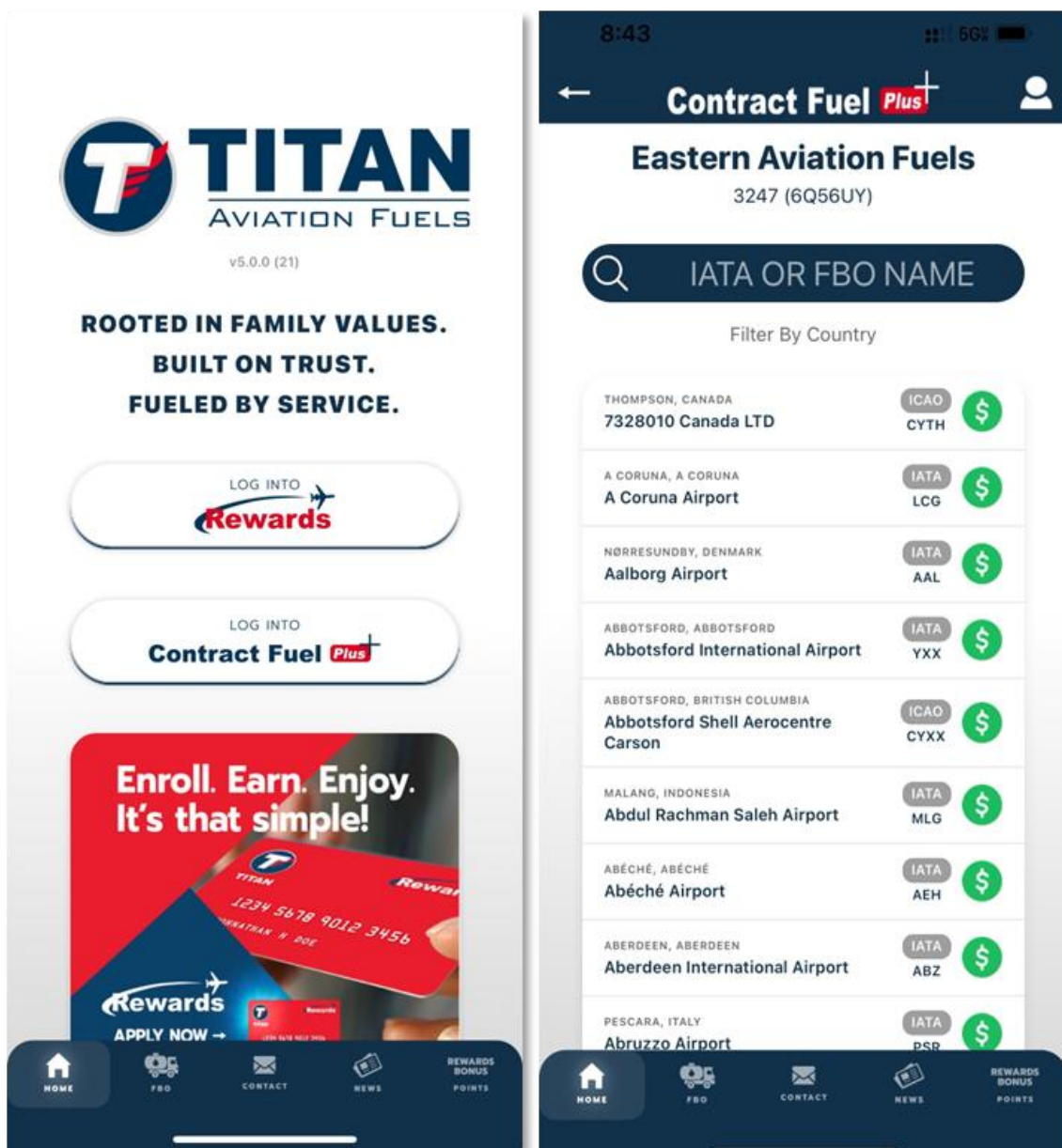
Program highlights:

- **0% processing fees on fuel and ancillary charges**
- Availability at over 2,400 locations and growing
- Each FBO location is assigned a Contract Fuel representative to drive business to your location
- **Payment will be wired to your account within 48 hours**
- Third-party contract fuel and reseller transactions can be processed through our system
- Participating FBOs benefit from continued exposure through newsletters, email marketing, attendance at aviation conferences, and print advertising

TITAN INTERNATIONAL CONTRACT FUEL PROGRAM : FLIGHT DEPARTMENT APP

As a participating FBO in the Contract Fuel and Rewards programs, your FBO will be listed on the TITAN Aviation App. With over 46,000 downloads, it is the go-to application for monitoring Contract Fuel pricing and Rewards points. The complimentary app banner ad offers additional marketing opportunities for your FBO promotions.

TITAN App Downloads		
Apple	Android	Total
21,193	25,130	46,323



This proposal contains confidential information

REFUELER LEASE PROGRAM: TITAN MAINTENANCE FACILITY AND REFUELER TRANSPORT



TITAN has a state-of-the-art truck maintenance facility. With a dedicated transport truck specifically for the purpose of refueler delivery, TITAN can deliver replacement or supplemental trucks for special events and emergencies.

- 25,000 square foot dedicated maintenance facility
- Dedicated customer support with remote diagnostic capabilities
- Large inventory of aviation refueler parts and maintenance items
- Owned and dedicated transport tractor trailer for refueler deliveries to enhance response times
- Emergency refuelers are available for delivery to your location, should you need a replacement refueler or additional refuelers for large events
- Six (6) full-time maintenance experts.
- **Titan Aviation Fuels will offer free of charge to Lake City Gateway Airport an Avgas truck and or a Jet A truck for emergency needs during the contract period.**



This proposal contains confidential information

FUEL QUALITY CONTROL PROGRAM: PROFESSIONAL LINE SERVICE TRAINING PROGRAM



TITAN Aviation Fuels offers a proprietary FAA approved Quality Control Program. Our head of Quality Control, Mike Mattern has been with the company for over 20 years and is nationally recognized as a leader in the QC field. He brings 30 years of military QC experience and a team of four quality control professionals. Any emergency service needs can be requested 24-hours/365-days at 800-334-5732. The team consists of five dedicated quality control auditors.

TITAN will provide the following at no cost to your FBO:

- Annual On-Site Quality Control Inspections – Our QC inspectors will perform annual quality control inspections free of charge of refuelers and fuel farm.
- Quality Control manuals will be provided free of charge.
- ACE Certification Program – An interactive web-based line service/supervisor training program. After completion of the program, your employees will have the knowledge and skills required to safely perform operations and technical tasks at your FBO.
- **Regional Seminars – Three-day training seminars cover various quality control topics including filtration, ATA Spec 103, proper documentation, fuel receipt procedures, and QC tests.**
- **FAR Part 139 Fire Training – In conjunction with our seminars TITAN also teaches and certifies line service personnel in fire prevention and fire mitigation.**
- Day Three - Optional HAZMAT and hands-on Quality Control Training.
- All training is specific to the following areas: ground servicing, safety, refueling piston aircraft, refueling turbo prop aircraft, refueling jet aircraft, towing aircraft, quality control, fuel farm management, customer service, fire safety and maintenance.
- TITAN agrees to replace fuel filters and will clean the fuel system, if it is determined that a contaminated load of fuel was received into the fuel farm.
- **All Quality Control training will be provided free of charge.**

FUEL QUALITY CONTROL PROGRAM: FBO PROFESSIONAL TRAINING PROGRAMS



Your team can access the NATA Safety 1st Training Center through an annual subscription that provides unlimited use of all content.

TITAN has negotiated access to Safety 1st training for all line service personnel, which will satisfy all training requirements related to mobile refueling, piston aircraft, turboprop aircraft, towing, DEF procedures, fire safety, lavatory service, towing, ground handling, and GPU operations.

Your team will also have access to the full suite of NATA Safety 1st products, including CSR training, and Fuel Safety Supervisor training at the TITAN Aviation Fuels discounted pricing. NATA Safety 1st program will be offered at no cost to Lake City Gateway Airport for the duration of the contract.



TITAN AVIATION FUELS PROPRIETARY TRAINING: AVIATION COMPETENCY AND EDUCATION COURSE

TITAN also provides, free of charge, online instruction through our in-house, ACE Training program which meets or exceeds FAR 139.321. Program revised in 2025.

ACE Training focuses specifically on aviation fuel quality control of TITAN's products and fire safety:

- ACE Certification Program – An interactive web-based line service/supervisor training program. After completion of the program, your employees will have the knowledge and skills required to safely perform operations and technical tasks at your FBO and on your fuel farm.
- Annual Regional Seminars – Quality Control regional 3-day in-person seminar as scheduled are provided at no cost that meet the 14CFR 139.321 Supervisory Train-the-Trainers and Line Service Supervisor requirements as per FAA AC 150/5230_4c and AC 150_5230_4c Addendum. Training also includes the following:
 - Customer Services
 - Ground Servicing Aircraft
 - Fuel Safety
 - Mobile Refueler Familiarization
 - Refueling Piston Aircraft
 - Refueling Jet Aircraft
 - Tug Driver/Tug, Towbar and Towbarless Towing of Aircraft
 - DEF Contamination Prevention
 - Fire Safety
 - Lavatory Services
 - Ground Power Unit Operation
- FAR Part 139 Fire Training – In conjunction with our seminars TITAN also teaches and certifies line service personnel in fire prevention and fire mitigation.
- HAZMAT Training – TITAN provides Hazmat training to those who ship hazardous materials.

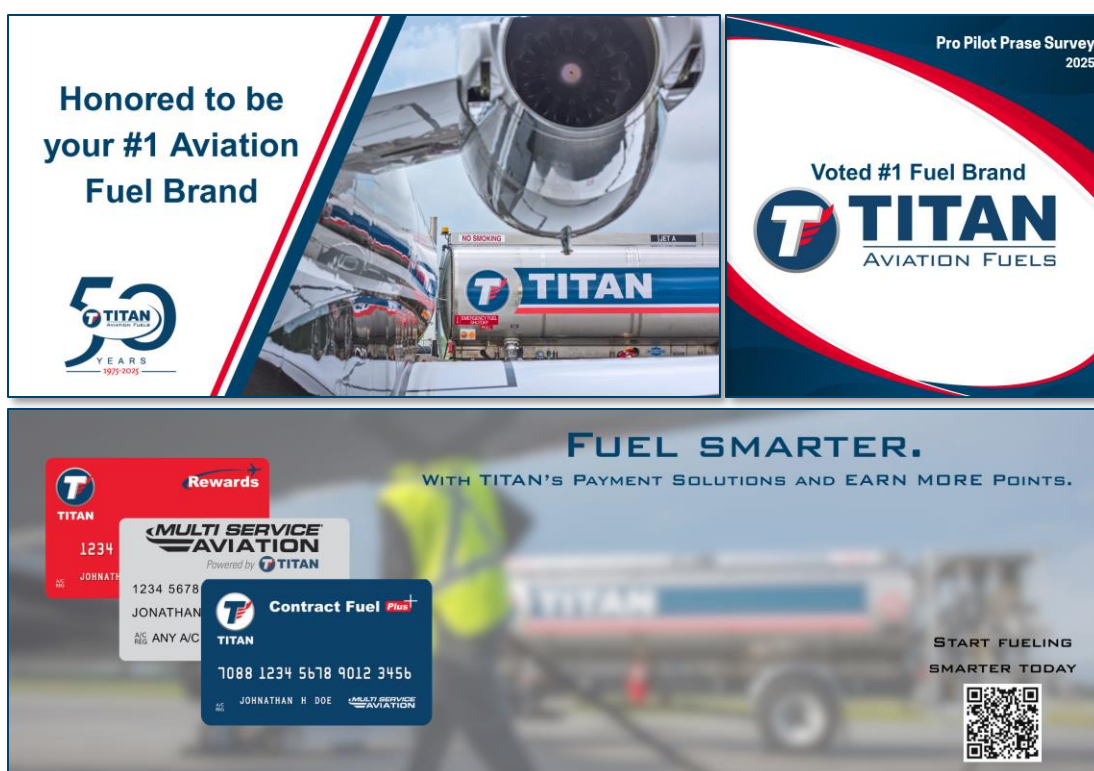
TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: OVERVIEW

The TITAN marketing network connects our 20,000+ most active fuel and reward cardholders with our 665+ branded FBOs, giving your FBO the reach of a widely recognized global brand and putting you squarely in front of TITAN's wide variety of aviation customers.

With a team of marketing specialists and event planners who know aviation, the TITAN marketing team provides free end-to-end solutions.

A branding partnership with TITAN grants you access to the industry's foremost in-house marketing team dedicated to aviation.

TITAN marketing combines proven communication platforms with innovative technologies to help you attract business, earn customer loyalty and increase sales.



Email Marketing

- Events
- Seasonal
- Rewards Program News
- Contract Fuel News

Website

- Home Page Slider
- News Posts
- FBO Features

Events

- NBAA
- S&D
- EBACE
- Regional Forums
- Heli Expo
- State and Local Conferences
- Military Conferences

TITAN Aviation App

- Banner Ad

Social Media

- Facebook/Twitter/Instagram/LinkedIn

Public Relations

- Press Releases
- Branding support

Consultation/Training

- Website
- Point of Sale
- TITAN Rewards utilization
- TITAN Contract Fuel+

TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: EMAIL MARKETING SUPPORT

TITAN will create email marketing pieces promoting the Lake City Gateway Airport, as part of the TITAN Network, as well as for special events to a customized distribution list based on historic traffic.

- An email distribution list is created from our vast database of TITAN Contract Fuel and TITAN Rewards card holders to welcome your location to the TITAN Network
- Custom distribution lists are also created for special events promoting your location as their best option for arriving aircraft.

This marketing support is FREE to the Lake City Gateway Airport.

TITAN Lake City Gateway Airport (KLCQ)

CITY OF LAKE CITY
World's Gateway Est. 1899

**KLCQ YOUR GATEWAY TO
NORTH FLORIDA!**

Features:

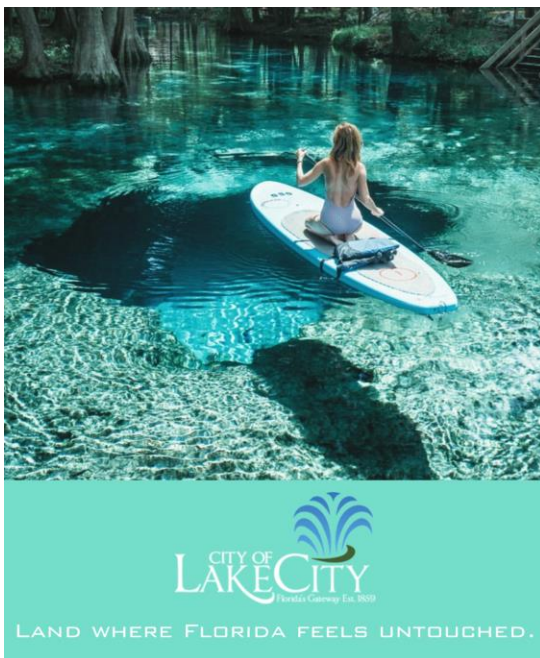
- Ideally located
- Passenger + Pilot Lounges
- Conference Room
- Superior Service
- TITAN Contract Fuel
- TITAN Rewards

TITAN
AVIATION FUELS
252.633.0066 | www.titanfuels.aero

TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: SOCIAL MEDIA SUPPORT

We are continually building our social media network and connecting with our customers and pilots through multiple channels.

TITAN will create social media posts for Lake City Gateway Airport to promote special events and seasonal traffic free of charge.



TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: INDUSTRY EVENTS

TITAN Aviation Fuels along with our FBOs participate in aviation events and conferences around the world. We offer our FBOs the opportunity to exhibit alongside us at select aviation shows and conferences. Social events, exciting themes, and giveaways are utilized to increase exposure and foot traffic.

Event Highlights:

NBAA –BACE - TITAN offers a premium footprint on the show floor with three spacious meeting rooms and in-booth coffee and cocktail hours to host customers and prospects. Over \$10,000 dollars in prizes are given away to draw traffic to our co-exhibiting FBOs. Over 1,200 attendees participate in TITAN activities.

NBAA Schedulers & Dispatchers – Over 55 TITAN FBOs exhibit within the TITAN Rows each year. TITAN provides a turn-key option that allows easy travel and set-up. Your booth will be set-up, broken down and stored for ease. Over 1000 conference attendees take part in our booth activities and social events.

EBACE – TITAN’s international presence is strong each year at EBACE in Geneva, Switzerland. We offer our FBOs the opportunity to co-exhibit at EBACE. TITAN hosts in-booth cocktail receptions for your customers and prospects.

Regional Forums/Local and State Conferences – With a presence at all NBAA Regional Conferences and state and local airport conferences. We offer our FBOs support by contributing to sponsorships, supplying branded giveaways and booth design support.

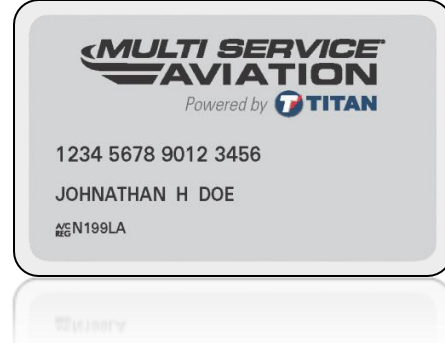
Military Conferences – TITAN exhibits at many U.S. military conferences across the country to support our FBOs who elect to exhibit and attend after hours events with the TITAN team to form relationships with key military personnel.



This proposal contains confidential information

18

TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: PILOT LOYALTY PROGRAM



The TITAN Rewards program provides an incentive for pilots to purchase additional fuel from participating FBOs. Every time a member pilot refuels at a participating TITAN FBO, the pilot receives points redeemable for valuable Visa gift cards. This program provides a means to increase your FBOs business through bringing in new customers, building loyalty and increasing uplifts.

TITAN funds 1 point per \$10 US Dollar spent on all Multi Service Aviation transactions for flight department TITAN Rewards Members.

PILOT BENEFITS:

Pilots earn 1 point for every gallon of fuel purchased. The points never expire and are redeemable for VISA gift cards in the following denominations:

- 1000 points = \$10
- 2500 points = \$25
- 5000 points = \$50
- 10,000 points = \$100

Pilots may also choose to donate their points to charity. Each year TITAN will select an aviation charity for members' points to be donated. Currently, the Corporate Angel Network has been selected.

FBO PARTICIPATION:

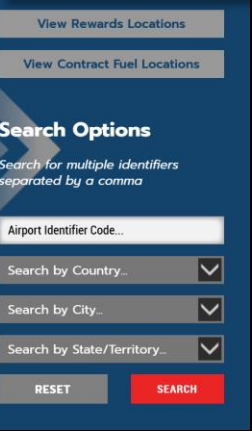
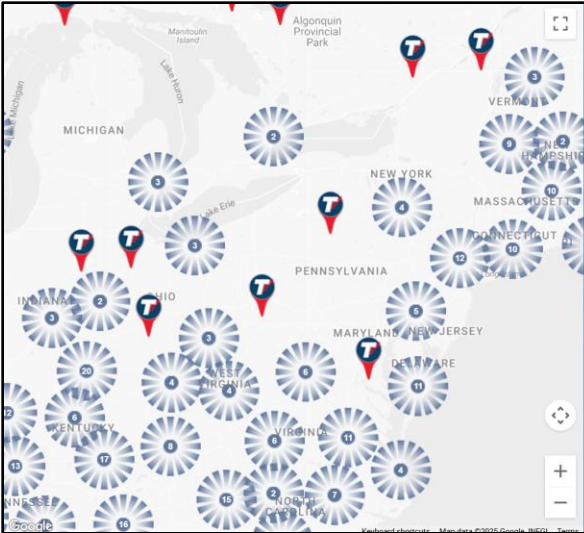
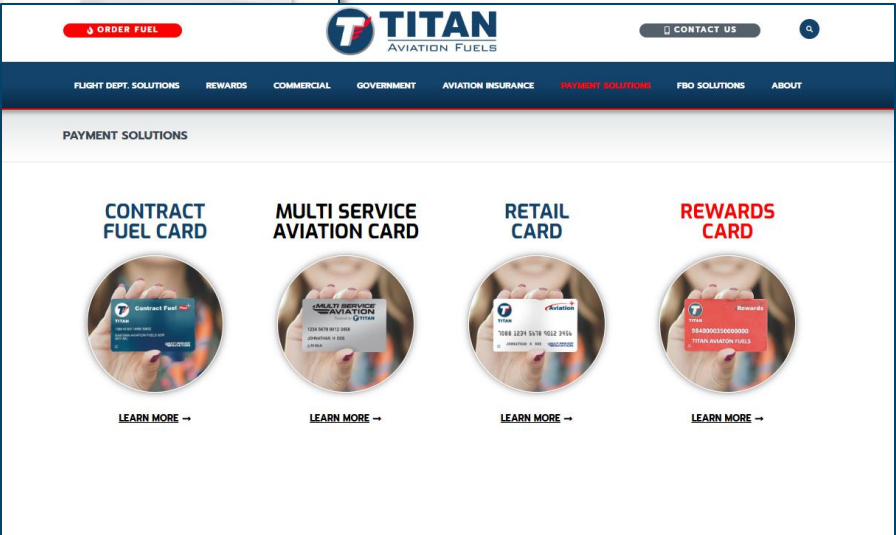
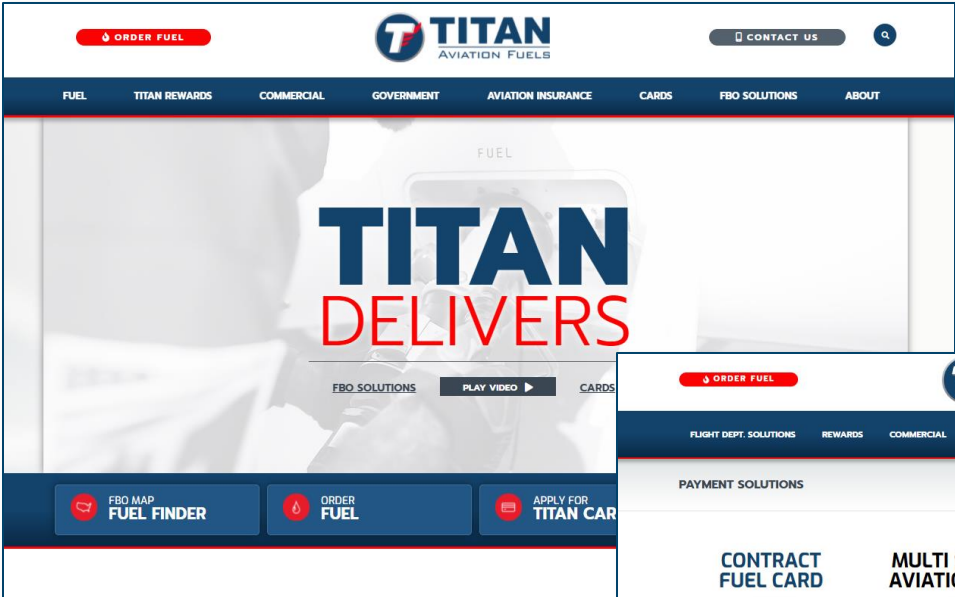
Your FBO will be provided TITAN Reward marketing materials for the lobby and entrances as well as a listing on the TITAN website and mobile app.

TITAN REWARDS STATS:

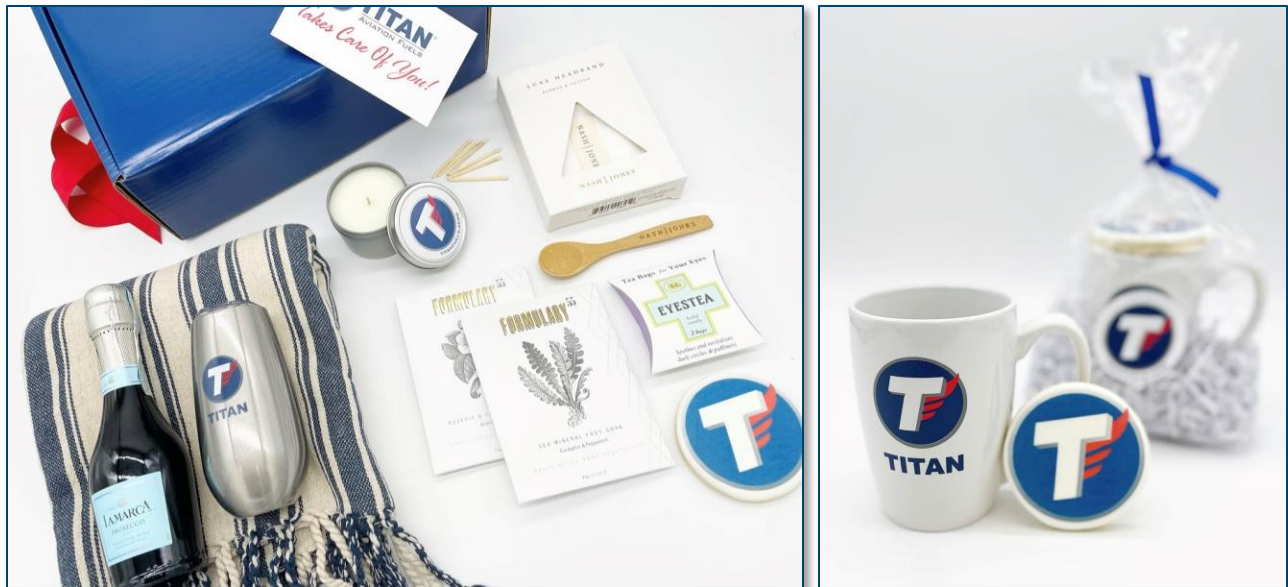
- 20,000+ members
- 500+ participating FBOs
- The Industry's preferred program for overall experience, ease of use, communications, managing account, redeeming awards and number of locations.
- TITAN aggressively promotes TITAN Rewards and TITAN Rewards FBOs through ongoing-targeted marketing efforts, including TITAN Rewards brochures displayed at participating FBOs; designations in digital flight directories; advertising in print and electronic industry media; regular communications to TITAN Rewards members; and promotion at conventions and industry events. This exposure is in addition to your customized TITAN Rewards Marketing.

TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: WEBSITE

Lake City Gateway Airport will be listed on our website and linked on our branded FBO Map. FBOs participating in the Contract Fuel and TITAN Rewards programs are indicated and searchable. Space for promoting your location is available on our homepage and on our news feed.



TITAN BUSINESS DEVELOPMENT AND MARKETING SUPPORT: CO-OP FUNDS



TITAN provides a co-op advertising program to assist in your sales efforts. This program is designed to defray up to 50% of your advertising and promotional costs.

- Co-op funds are reviewed and disbursed at the end of each quarter.
- Your operation will earn ½ cent per gallon of general aviation fuel purchased during that quarter in co-op funds, which establishes our maximum contribution for the quarter.
- Invoices for any advertising/promotional items purchased using the TITAN Aviation Fuels logo may be applied to the earned co-op funds. This includes all aviation directory-related expenses (AirNav, Foreflight, etc.). TITAN reimburses half the cost of each invoice up to the amount of co-op funds earned. The total reimbursement cannot exceed our maximum contribution at ½ cent per gallon sold.
- Invoices may be applied towards reimbursement of uniform costs; TITAN is partnered with Unifirst Uniform services to offer discounted pricing.

AVIATION INSURANCE



TITAN's aviation insurance subsidiary, TITAN Aerospace Insurance, has 20 years of hands-on experience providing coverage to FBOs and airports.

Insurance coverage for all FBO needs is available, including items such as courtesy cars, aircraft maintenance, environmental exposure, fuel farms, and more.

Coverages include, but are not limited to:

- Aviation general liability insurance
- Premises insurance
- Hangar keepers' insurance
- Airport insurance
- Heliport insurance
- Airport property insurance
- Helicopter insurance
- Workers' compensation
- Aircraft hull and liability insurance
- Air ambulance insurance
- Heavy lift insurance
- Pipeline patrol insurance
- Part 135 insurance
- Part 91 insurance
- Scheduled 121 operator insurance
- Cargo insurance
- Freight insurance
- Flight school insurance
- Environmental liability insurance
- Crew car insurance
- Commercial auto insurance
- Mobile equipment insurance
- Commercial property insurance
- Products & completed operation insurance

Offices located in:

Greensboro, NC | Atlanta, GA | Memphis, TN | Knoxville, TN | Dallas, TX | Denver, CO



EXCESS LIABILITY INSURANCE

TITAN offers a \$50,000,000 third party Aircraft Products/Completed Operations Liability Insurance program free of charge. The following guidelines apply:

- TITAN Aviation Fuels is named as additional insured parties as suppliers of aviation petroleum products including refueling, de-fueling and/or lubrication of aircraft
- The policy must reflect a minimum limit of \$500,000 each occurrence combined single limit for third party bodily injury and/or property damage, without restrictive per person sub-limits for bodily injury
- Acceptable liability coverage must include products, premises, and completed operations

REFERENCES



Name	FBO	Location	Contact Information
Roy Sieger	Flagler Executive Airport	Palm Coast, FL Flagler Regional Airport covers an area of 1,145 acres	386-313-4220 Rsieger@flaglercounty.gov
Benton Stegall	Williston Regional Airport	Williston, FL Williston Municipal Airport covers an area of 1,600 acres	352-528-4900 Benton.stegall@willistonfl.org
John Hayes	Okeechobee County Airport	Okeechobee, FL Okeechobee County Airport in Okeechobee, Florida, is located on 864 acres of land	863-467-5505 Jhayes@okeechobeecountyfl.gov

LETTERS OF RECOMMENDATION

Flagler Executive Airport
201 Airport Road
Palm Coast, FL 32164



www.FlaglerCountyAirport.gov
Phone: (386) 313-4220
Fax: (386) 437-7459

April 30, 2026

To Whom it May Concern,

It is my pleasure to provide this recommendation letter for Titan Aviation Fuels for consideration as a prospective fuel supplier, reflecting our positive experience working with their dedicated team. Over the course of doing business with Titan, they have consistently impressed us with their exceptional customer service. Their staff is not only highly responsive and professional, but also proactive in anticipating our needs, which has made our operations smooth and efficient.

In addition to their impressive services, Titan Aviation Fuels has shown unwavering reliability when it comes to fuel supply and delivery. Even in demanding and challenging situations, we have been able to count on them to fulfill our requirements promptly and effectively. Their commitment to dependability has been a cornerstone of our successful collaboration.

Should you have any further questions regarding our experience with the Titan Aviation Fuels performance, please feel free to contact me at (386) 313-4220 or rsieger@flaglercounty.gov.

Sincerely,

Roy Sieger

Airport Director
Flagler Executive Airport

Andy Dance
District 1

Greg Hansen
District 2

Kim Carney
District 3

Leann Pennington
District 4

Pam Richardson
District 5

LETTERS OF RECOMMENDATION



WILLISTON REGIONAL AIRPORT
1891 SW 18TH ST
WILLISTON FL 32696
352-528-4900



To Whom It May Concern,

I am pleased to provide this letter of recommendation for Titan Aviation Fuels based on our experience working with their team.

Throughout our relationship, Titan has consistently delivered a high level of customer service. Their team is responsive, professional, and proactive in addressing our needs, ensuring smooth and efficient operations.

In addition, Titan has demonstrated a strong commitment to reliability in fuel supply and delivery. We have been able to depend on their ability to meet our needs.

Overall, Titan Aviation Fuels has proven to be a dependable and valued partner, and we would confidently recommend them to any organization seeking a reliable fuel supplier.

Please feel free to contact me if you have any questions.

Thank you,



Benton Stegall
Airport Manager
Williston Regional Airport

LETTERS OF RECOMMENDATION

Okeechobee County Airport & Commerce Park



2800 N.W. 20th Trail
Okeechobee, FL 34972
863-467-5505

To Whom It May Concern,

Throughout our partnership, Titan Aviation Fuels has consistently demonstrated a high level of professionalism and dependability. Their customer service has been responsive, attentive, and solutions-oriented, ensuring that our needs are addressed promptly and effectively. Communication has always been clear and proactive, which has greatly contributed to a smooth working relationship.

In terms of fuel supply, Titan Aviation Fuels has proven to be a reliable partner. We have experienced consistent availability and timely deliveries, allowing us to maintain uninterrupted operations. Their commitment to reliability has been a key factor in supporting the daily demands of our airport.

Overall, Titan Aviation Fuels has performed exceptionally well as a supplier. Their combination of strong customer service, dependable supply, and operational consistency makes them a valued partner to Okeechobee County Airport. We confidently recommend their services to other organizations seeking a trustworthy and capable aviation fuel provider.

Sincerely,

John Hayes

Airport Manager

Okeechobee County Airport • 2800 NW 20th Trail • Okeechobee, FL 34972

Office: 863-467-5505

Email: Jhayes@okeechobeecountyfl.gov



OFFER INCENTIVES SUMMARY

Discretionary Fund

- A discretionary fund of **\$160,000** will be provided to the Airport for use at the Airport's discretion. This fund may be paid out as a one-time payment, or managed and tracked by Regional Sales Manager for use towards fuel system maintenance/repair, equipment needs, uniforms, advertising, etc. **Five (5) year value = \$160,000**

Marketing

TITAN Aviation Fuels will design and execute a marketing plan and provide ongoing marketing consultation for the duration of the contract to include:

- Media Release/welcome email/social media campaign/marketing consultation/brand support/targeted prospecting. **Five (5) year value = \$50,000**
- Co-op Marketing Program: Co-op funds of .005 cents per gallons provided on delivered gallons (Calculated on 635,500 gallons/year for 5 years x \$0.005). **Five (5) year value = \$15,887.50**

Signage

TITAN Aviation Fuels already provides a pole sign and/or wall sign at no cost to the FBO.

Fuel Quality Assurance and Training

TITAN Aviation Fuels will provide an annual on-site Quality Control inspections, access to ACE-GA Line Service training, NATA Safety 1st for all line service and CSR's, and complimentary Regional Quality Control Seminars. **Five (5) year value = \$25,000.**

Insurance Coverage

TITAN Aviation Fuels provides an increased value of \$50,000,000 third party Aircraft Products/Completed Operations Liability Insurance program free of charge, provided underlying insurance minimums are met.

Contract and Payment Terms

Contract Term: Minimum of three (3) years with two (2) one-year renewal options effective on or about July 1, 2026

Payment Term: Net 30

Credit card funds including in-to-plane fees remitted within 48 hours of transaction

Total of Five (5) year contractual financial incentives = \$250,887.50

THANK YOU FOR THE OPPORTUNITY

Deron S. Webb

Regional Sales Manager - Southeast

Phone 252-933-4533

Deron.webb@titanfuels.aero



City of Lake City

Standard Service Agreement

THIS SERVICES AGREEMENT ("Agreement") is made as of Thursday, July 2, 2026 ("Effective Date"), by and between the City of Lake City, a Florida municipal corporation ("City"), and Eastern Aviation Fuels, INC ("Contractor") (individually, each a "Party," and collectively, the "Parties").

WITNESSETH:

WHEREAS, the City requested proposals pursuant to 011-2026 (the "Procurement Document") for AVIATION FUELS SUPPLIER SERVICES; and

WHEREAS, based upon the City's assessment of the Contractor's proposal, the City selected the Contractor to provide the Services defined herein; and

WHEREAS, Contractor represents it has the experience and expertise to perform the Services set forth in this Agreement.

NOW, THEREFORE, in consideration of the above recitals, the mutual covenants, agreements, terms and conditions herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the Parties agree as follows:

1. Definitions

1. "Agreement" means this Agreement, including all Exhibits, which are expressly incorporated herein by reference, and any amendments thereto.
2. "City Confidential Information" means any City information deemed confidential and/or exempt from Section 119.07, Florida Statutes, and Section 24(a), Article 1 of the Florida Constitution, or other applicable law, and any other information designated in writing by the City as City Confidential Information.
3. "Contractor Confidential Information" means any Contractor information designated as confidential and/or exempt by Florida's public records law, including information constituting a trade secret pursuant to Chapter 688, Florida Statutes, and is designated in this Agreement or in writing as a trade secret by Contractor (unless otherwise determined to be a public record by applicable Florida law). Notwithstanding the foregoing, Contractor Confidential Information does not include information: (1) becoming public other than as a result of

a disclosure by the City in breach of the Agreement; (2) becoming available to the City on a non-confidential basis from a source other than Contractor, which is not prohibited from disclosing such information by obligation to Contractor; (3) known by the City prior to its receipt from Contractor without any obligation or confidentiality with respect thereto; or (4) is developed by the City independently of any disclosures made by Contractor.

4. "Contractor Personnel" means all employees of Contractor, and all employees of subcontractors of Contractor, including, but not limited to temporary and/or leased employees, who are providing the Services at any time during the project term.
5. "Services" means the work, duties and obligations to be carried out and performed safely by Contractor under this Agreement, as described throughout this Agreement and as specifically described in Exhibit A ("Statement of Work") attached hereto and incorporated herein by reference. As used in this Agreement, Services shall include any component task, subtask, service, or function inherent, necessary, or a customary part of the Services, but not specifically described in this Agreement, and shall include the provision of all standard day-to-day administrative, overhead, and internal expenses, including costs of bonds and insurance as required herein, labor, materials, equipment, safety equipment, products, office supplies, consumables, tools, postage, computer hardware/software, telephone charges, copier usage, fax charges, travel, lodging, and per diem and all other costs required to perform Services except as otherwise specifically provided in this Agreement.

2. Conditions Precedent

This Agreement, and the Parties' rights and obligations herein, are contingent upon and subject to the Contractor securing and/or providing the performance security, if required in Section "Services", and the insurance coverage(s) required in Section "Liability and Insurance", within ten (10) days of the Effective Date. No Services shall be performed by the Contractor and the City shall not incur any obligations of any type until Contractor satisfies these conditions. Unless waived in writing by the City, in the event the Contractor fails to satisfy the conditions precedent within the time required herein, the Agreement shall be deemed not to have been entered into and shall be null and void.

3. Services

The City retains Contractor, and Contractor agrees to provide the Services. All Services shall be performed to the satisfaction of the City, and shall be subject to the provisions and terms contained herein and the Exhibits attached hereto.

Services Requiring Prior Approval

Contractor shall not commence work on any Services requiring prior written authorization in the Statement of Work without approval from Ed Bunnell.

Additional Services

From the Effective Date and for the duration of the project, the City may elect to have Contractor perform Services not specifically described in the Statement of Work attached hereto but are inextricably related to and inherently necessary for Contractor's complete provision of the Services ("Additional Services"), in which event Contractor shall perform such Additional Services for the compensation specified in the Statement of Work attached hereto. Contractor shall commence performing the applicable Additional Services promptly upon receipt of written approval as provided herein.

De-scoping of Services

The City reserves the right, in its sole discretion, to de-scope Services upon written notification to the Contractor by the City. Upon issuance and receipt of the notification, the Contractor and the City shall enter into a written amendment reducing the appropriate Services Fee for the impacted Services by a sum equal to the amount associated with the de-scoped Services as defined in the payment schedule in this Agreement, if applicable, or as determined by mutual written consent of both Parties based upon the scope of work performed prior to issuance of notification.

Independent Contractor Status and Compliance with the Immigration Reform and Control Act

Contractor is and shall remain an independent contractor and is neither agent, employee, partner, nor joint-venturer of City. Contractor acknowledges it is responsible for complying with the provisions of the Immigration Reform and Control Act of 1986, located at 8 U.S.C. 1324, et seq, and regulations relating thereto, as either may be amended from time to time. Failure to comply with the above provisions shall be considered a material breach of the Agreement.

Non-Exclusive Services

This is a non-exclusive Agreement. During the term of this Agreement, and any extensions thereof, the City reserves the right to contract with another provider for similar services as it determines necessary in its sole discretion.

Project Monitoring

During the term of the Agreement, Contractor shall cooperate with the City, either directly or through its representatives, in monitoring Contractor's progress and performance of this Agreement.

4. Term of Agreement

Initial Term

The term of this Agreement shall commence on Thursday, July 2, 2026 and shall remain in full force and effect for 1 years, or until termination of the Agreement, whichever occurs first.

Term Extension

The Parties may extend the term of this Agreement for two (2) additional one (1) year period pursuant to the same terms, conditions, and pricing set forth in the Agreement by mutually executing an amendment to this Agreement, as provided herein.

5. Compensation and Method of Payment

Services Fee

As total compensation for the Services, the City shall pay the Contractor the sums as, provided in this Section "Services Fee", pursuant to the terms and conditions as provided in this Agreement. It is acknowledged and agreed by Contractor this compensation constitutes a limitation upon City's obligation to compensate Contractor for such Services required by this Agreement, but does not constitute a limitation upon Contractor's obligation to perform all of the Services required by this Agreement. In no event will the Services Fee paid exceed the not-to-exceed sums set out in sections "Payment Details" and "Travel Expenses", unless the Parties agree to increase this sum by written amendment as authorized in the Agreement.

Payment Details

The City agrees to pay the Contractor at the following unit cost: the unit cost set out in Exhibit E attached hereto, upon submittal of an invoice as required herein

Travel Expenses

The Services Fee includes all travel, lodging and per diem expenses incurred by Contractor in performing the Services.

Taxes

Contractor acknowledges the City is not subject to any state or federal sales, use, transportation and certain excise taxes.

Payments (Exhibit)

Contractor shall submit invoices for payments due as provided herein and authorized reimbursable expenses incurred with such documentation as required by City. Invoices shall be submitted to: as provided in the Exhibit "D" attached hereto.

For time and materials Services, all Contractor Personnel shall maintain logs of time worked, and each invoice shall state the date and number of hours worked for Services authorized to be billed on a time and materials basis. All payments shall be made in accordance with the requirements of Section 218.70 et seq., Florida Statutes, "The Local Government Prompt Payment Act." The City may dispute any payments invoiced by Contractor in accordance with Section 218.76, Florida Statutes.

6. Personnel

Qualified Personnel

Contractor agrees each person performing Services in connection with this Agreement shall have the qualifications and shall fulfill the requirements set forth in this Agreement.

Approval and Replacement of Personnel

The City shall have the right to approve all Contractor Personnel assigned to provide the Services, which approval shall not be unreasonably withheld. Prior to commencing the Services, the Contractor shall provide at least ten (10) days written notice of the names and qualifications of the Contractor Personnel assigned to perform Services pursuant to the Agreement. Thereafter, during the term of this Agreement, the Contractor shall promptly and as required by the City provide written notice of the names and qualifications of any additional Contractor Personnel assigned to perform Services. The City, on a reasonable basis, shall have the right to require the removal and replacement of any of the Contractor Personnel performing Services, at any time during the term of the Agreement. The City will notify Contractor in writing in the event the City requires such action. Contractor shall accomplish any such removal within forty-eight (48) hours after receipt of notice from the City and shall promptly replace such person with another person, acceptable to the City, with sufficient knowledge and expertise to perform the Services assigned to such individual in accordance with this Agreement. In situations where individual Contractor Personnel are prohibited by applicable law from providing Services, removal and replacement of such Contractor Personnel shall be immediate and not subject to such forty-eight (48) hour replacement timeframe and the provisions of Section "Events of Default" shall apply if minimum required staffing is not maintained.

7. Termination

Contractor Default -- Provisions and Remedies of City

1. **Events of Default.** Any of the following shall constitute a "Contractor Event of Default" hereunder: (1) Contractor fails to maintain the staffing necessary to perform the Services as required in the Agreement, fails to perform the Services as specified in the Agreement, or fails to complete the Services within the completion dates as specified in the Agreement; (2) Contractor breaches Section "Confidential Information and Public Records"; (3) Contractor fails to gain acceptance of a deliverable per Section "Acceptance of Services", if

applicable, for two (2) consecutive iterations; or (4) Contractor fails to perform or observe any of the other material provisions of this Agreement.

2. **Cure Provisions.** Upon the occurrence of a Contractor Event of Default as set out above, the City shall provide written notice of such Contractor Event of Default to Contractor ("Notice to Cure"), and Contractor shall have thirty (30) calendar days after the date of a Notice to Cure to correct, cure, and/or remedy the Contractor Event of Default described in the written notice.
3. **Termination for Cause by the City.** In the event Contractor fails to cure a Contractor Event of Default as authorized herein, or upon the occurrence of a Contractor Event of Default as specified in Section "Events of Default", the City may terminate this Agreement in whole or in part, effective upon receipt by Contractor of written notice of termination pursuant to this provision, and may pursue such remedies at law or in equity as may be available to the City.

City Default -- Provisions and Remedies of Contractor

1. **Events of Default.** Any of the following shall constitute a "City Event of Default" hereunder: (1) the City fails to make timely undisputed payments as described in this Agreement; (2) the City breaches Section "Confidential Information and Public Records"; or (3) the City fails to perform any of the other material provisions of this Agreement.
2. **Cure Provisions.** Upon the occurrence of a City Event of Default as set out above, Contractor shall provide written notice of such City Event of Default to the City ("Notice to Cure"), and the City shall have thirty (30) calendar days after the date of a Notice to Cure to correct, cure, and/or remedy the City Event of Default described in the written notice.
3. **Termination for Cause by Contractor.** In the event the City fails to cure a City Event of Default as authorized herein, Contractor may terminate this Agreement in whole or in part effective on receipt by the City of written notice of termination pursuant to this provision, and may pursue such remedies at law or in equity as may be available to the Contractor.

Termination for Convenience

Notwithstanding any other provision herein, the City may terminate this Agreement, without cause, by giving thirty (30) days advance written notice to the Contractor of its election to terminate this Agreement pursuant to this provision.

8. Time is of the Essence

Time is of the essence with respect to all provisions of this Agreement specifying a time for performance, including the Services as described in Exhibits attached hereto; provided, however, the foregoing shall not be construed to limit a Party's cure period allowed in the Agreement.

9. Confidential Information and Public Records

City Confidential Information

Contractor shall not disclose to any third party any City Confidential Information Contractor, through its Contractor Personnel, has access to or has received from the City pursuant to its performance of Services pursuant to the Agreement, unless approved in writing by the City Contract Manager. All such City Confidential Information will be held

in trust and confidence from the date of disclosure by the City, and discussions involving such City Confidential Information shall be limited to Contractor Personnel as is necessary to complete the Services.

Contractor Confidential Information

All Contractor Confidential Information received by the City from Contractor will be held in trust and confidence from the date of disclosure by Contractor and discussions involving such Contractor Confidential Information shall be limited to the members of the City's staff and the City's subcontractors who require such information in the performance of this Agreement. The City acknowledges and agrees to respect the copyrights, registrations, trade secrets and other proprietary rights of Contractor in the Contractor Confidential Information during and after the term of the Agreement and shall at all times maintain the confidentiality of the Contractor Confidential Information provided to the City, subject to federal law and the laws of the State of Florida related to public records disclosure. Contractor shall be solely responsible for taking any and all action it deems necessary to protect its Contractor Confidential Information except as provided herein. Contractor acknowledges the City is subject to public records legislation, including but not limited to Chapter 119, Florida Statutes, and the Florida Rules of Judicial Administration, and any of the City's obligations under this Section may be superseded by its obligations under any requirements of said laws.

Public Records

Contractor shall generally comply with Florida's public records laws, and specifically Contractor shall:

1. Keep and maintain public records required by the City to perform and/or provide the service or services contracted for herein.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if Contractor does not transfer the records to the City.
4. Upon completion of this Agreement, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

If the Contractor has questions regarding the application of Chapter 119, Florida Statutes, to the Contractor's duty to provide public records relating to this contract, contact the City's custodian of Public records at:

Audrey E. Sikes, City Clerk,

City of Lake City custodian of public records

at 386-719-5756 or SikesA@lcfla.com

Mailing Address

205 North Marion Avenue,

Lake City, Florida 32055.

10. Audit

Contractor shall retain all records relating to this Agreement for a period of at least three (3) years after final payment is made. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes. In addition, City reserves the right to examine and/or audit such records.

11. Compliance with Laws

Contractor shall comply with all applicable federal, state, City and local laws, ordinances, rules and regulations in the performance of its obligations under this Agreement, including the procurement of permits and certificates where required, and including but not limited to laws related to Workers Compensation, Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Minority Business Enterprise (MBE), occupational safety and health and the environment, equal employment opportunity, privacy of medical records and information, as applicable. Failure to comply with any of the above provisions shall be considered a material breach of the Agreement.

12. Public Entities Crimes

Contractor is directed to the Florida Public Entities Crime Act, Section 287.133, Florida Statutes, as well as Florida Statute 287.135 regarding Scrutinized Companies, and represents to City that Contractor is qualified to transact business with public entities in Florida, and to enter into and fully perform this Agreement subject to the provisions state therein. Failure to comply with any of the above provisions shall be considered a material breach of the Agreement.

13. Liability and Insurance

Insurance

Contractor shall comply with the insurance requirements set out in Exhibit B, attached hereto and incorporated herein by reference.

Indemnification

Contractor agrees to indemnify, pay the cost of defense, including attorney's fees, and hold harmless the City, its officers, employees and agents from all damages, suits, actions or claims, including reasonable attorney's fees incurred by the City, of any character brought on account of any injuries or damages received or sustained by any person, persons, or property, or in any way relating to or arising from the Agreement; or on account of any act or omission, neglect or misconduct of Contractor; or by, or on account of, any claim or amounts recovered under the Workers'

Compensation Law or of any other laws, regulations, ordinance, order or decree; or arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon; except only such injury or damage as shall have been occasioned by the sole negligence of the City.

Liability

Neither the City nor Contractor shall make any express or implied agreements, guaranties or representations, or incur any debt, in the name of or on behalf of the other Party. Neither the City nor Contractor shall be obligated by or have any liability under any agreements or representations made by the other not expressly authorized hereunder. The City shall have no liability or obligation for any damages to any person or property directly or indirectly arising out of the operation by Contractor of its business, whether caused by Contractor's negligence or willful action or failure to act.

Contractor's Taxes

The City will have no liability for any sales, service, value added, use, excise, gross receipts, property, workers' compensation, unemployment compensation, withholding or other taxes, whether levied upon Contractor or Contractor's assets, or upon the City in connection with Services performed or business conducted by Contractor. Payment of all such taxes and liabilities shall be the responsibility of Contractor.

14. City's Funding

The Agreement is not a general obligation of the City. It is understood neither this Agreement nor any representation by any City employee or officer creates any obligation to appropriate or make monies available for the purpose of the Agreement beyond the fiscal year in which this Agreement is executed. No liability shall be incurred by the City, or any department, beyond the monies budgeted and available for this purpose. If funds are not appropriated by the City for any or all of this Agreement, the City shall not be obligated to pay any sums provided pursuant to this Agreement beyond the portion for which funds are appropriated. The City agrees to promptly notify Contractor in writing of such failure of appropriation, and upon receipt of such notice, this Agreement, and all rights and obligations contained herein, shall terminate without liability or penalty to the City.

15. Acceptance of Services

For all Services deliverables requiring City acceptance as provided in the Statement of Work, the City, through the City Commission or its designee, will have ten (10) calendar days to review the deliverable(s) after receipt or completion of same by Contractor, and either accept or reject the deliverable(s) by written notice to Contractor. If a deliverable is rejected, the written notice from the City will specify any required changes, deficiencies, and/or additions necessary. Contractor shall then have seven (7) calendar days to revise the deliverable(s) to resubmit and/or complete the deliverable(s) for review and approval by the City, who will then have seven (7) calendar days to review and approve, or reject the deliverable(s); provided however, Contractor shall not be responsible for any delays in the overall project schedule resulting from the City's failure to timely approve or reject deliverable(s) as provided herein. Upon final acceptance of the deliverable(s), the City will accept the deliverable(s) in writing.

16. Subcontracting/Assignment

Subcontracting

Contractor is fully responsible for completion of the Services required by this Agreement and for completion of all subcontractor work, if authorized as provided herein. Contractor shall not subcontract any work under this Agreement to any subcontractor other than the subcontractors specified in the proposal and previously approved by the City, without the prior written consent of the City, which shall be determined by the City in its sole discretion.

Assignment

This Agreement, and all rights or obligations hereunder, shall not be assigned, transferred, or delegated in whole or in part, including by acquisition of assets, merger, consolidation, dissolution, operation of law, change in effective control of the Contractor, or any other assignment, transfer, or delegation of rights or obligations, without the prior written consent of the City. The Contractor shall provide written notice to the City within fifteen (15) calendar days of any action or occurrence assigning the Agreement or any rights or obligations hereunder as described in this section. In the event the City does not consent to the assignment, as determined in its sole discretion, the purported assignment in violation of this section shall be null and void, and the City may elect to terminate this Agreement by providing written notice of its election to terminate pursuant to this provision upon fifteen (15) days' notice to Contractor.

17. Survival

The following provisions shall survive the expiration or termination of the Term of this Agreement: "Termination", "Confidential Information and Public Records", "Audit", "Liability and Insurance", "Right to Ownership", "Severability", and any other which by their nature would survive termination.

18. Notices

All notices, authorizations, and requests in connection with this Agreement shall be deemed given on the day they are: (1) deposited in the U.S. mail, postage prepaid, certified or registered, return receipt requested; or (2) sent by air express courier (e.g., Federal Express, Airborne, etc.), charges prepaid, return receipt requested; or (3) sent via email and addressed as set forth below, which designated person(s) may be amended by either Party by giving written notice to the other Party:

To the Contractor: Eastern Aviation Fuels, INC dba
TITAN AVIATION FUELS
Attn: Steve Drzymalla
601 McCarthy Blvd, New Bern, NC
28562

To the City: City of Lake City
Attn: City Manager
205 North Marion Avenue,
Lake City, FL 32055

With a copy to: Angel Bryant, Procurement
Analyst 205 N Marion Ave
Lake City, FL 32055

19. Conflict of Interest

1. The Contractor represents it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of the Services required hereunder, and no person having any such interest shall be employed by Contractor during the agreement term and any extensions.
2. The Contractor shall promptly notify the City in writing of any business association, interest, or other circumstance that constitutes a conflict of interest as provided herein. If the Contractor is in doubt as to whether a prospective business association, interest, or other circumstance constitutes a conflict of interest, the Contractor may identify the prospective business association, interest or circumstance, the nature of work the Contractor may undertake and request an opinion as to whether the business association, interest or circumstance constitutes a conflict of interest if entered into by the Contractor. The City agrees to notify the

Contractor of its opinion within (10) calendar days of receipt of notification by the Contractor, which shall be binding on the Contractor.

20. Right to Ownership

All work created, originated and/or prepared by Contractor in performing Services pursuant to the Agreement, including plans, reports, maps and testing, and other documentation or improvements related thereto, to the extent such work, products, documentation, materials or information are described in or required by the Services (collectively, the "Work Product") shall be City's property when completed and accepted, if acceptance is required in this Agreement, and the City has made payment of the sums due therefore. The ideas, concepts, know-how or techniques developed during the course of this Agreement by the Contractor or jointly by Contractor and the City may be used by the City without obligation of notice or accounting to the Contractor. Any data, information or other materials furnished by the City for use by Contractor under this Agreement shall remain the sole property of the City.

21. E-Verify

As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

1. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement.
2. The City, Contractor, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.
3. The City, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor.
4. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Contractor acknowledges that upon termination of this Agreement by the City for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year. Contractor further acknowledges that Contractor is liable for any additional costs incurred by the City as a result of termination of any contract for a violation of this section.
5. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower-tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or lower-tier subcontractor with the clauses set forth in this section.

22. Amendment

This Agreement may be amended by mutual written agreement of the Parties hereto.

23. Severability

The terms and conditions of this Agreement shall be deemed to be severable. Consequently, if any clause, term, or condition hereof shall be held to be illegal or void, such determination shall not affect the validity or legality of the remaining terms and conditions, and notwithstanding any such determination, this Agreement shall continue in full force and effect unless the particular clause, term, or condition held to be illegal or void renders the balance of the Agreement impossible to perform.

24. Applicable Law and Venue

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida (without regard to principles of conflicts of laws). The Parties agree all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state or federal (if permitted by law and a Party elects to file an action in federal court) courts located in or for Bradford County, Florida. This choice of venue is intended by the Parties to be mandatory and not permissive in nature, and to preclude the possibility of litigation between the Parties with respect to, or arising out of, this Agreement in any jurisdiction other than the jurisdiction specified in this section. Each Party waives any right it may have to assert the doctrine of forum non conveniens or similar doctrine or to object to venue with respect to any proceeding brought in accordance with this section.

25. Costs of Legal Actions and Attorneys' Fees

Except as otherwise set forth in this Agreement, including in any exhibits or addenda hereto, in any legal action between the parties hereto arising from this Agreement, an award for costs of litigation, including, but not limited to court costs and reasonable attorney fees, shall be made against the non-prevailing party to the prevailing party in such legal action, and such award shall including those fees incurred as a result of an appeal.

26. Waiver

No waiver by either Party of any breach or violation of any covenant, term, condition, or provision of this Agreement or of the provisions of any ordinance or law, shall be construed to waive any other term, covenant, condition, provisions, ordinance or law, or of any subsequent breach or violation of the same.

27. Due Authority

Each Party to this Agreement represents and warrants: (1) it has the full right and authority and has obtained all necessary approvals to enter into this Agreement; (2) each person executing this Agreement on behalf of the Party is authorized to do so; (3) this Agreement constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

28. No Third Party Beneficiary

The Parties hereto acknowledge and agree there are no third party beneficiaries to this Agreement. Persons or entities not a party to this Agreement may not claim any benefit from this Agreement or as third party beneficiaries hereto.

29. Entire Agreement

This Agreement constitutes the entire Agreement between the Parties and supersedes all prior negotiations, representations or agreements either oral or written.

The execution of this Agreement is expressly limited by the Terms and Conditions herein. The City and the Contractor are not bound by additional provisions or provisions that differ from the terms hereof which differing provisions may appear in the Contractor's quotation/estimate/scope of work or any other such related documents, acknowledgement in force, or any other communication from Contractor to or from the City unless such provision is expressly set forth herein.

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(Signature Page Follows)

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first written.

CONTRACTOR

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

SIGNATURE

SIGNATURE

Noah Walker

FULL NAME

FULL NAME

TITLE

DATE SIGNED

Mayor

TITLE

DATE SIGNED

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF THE
CITY OF LAKE CITY, FLORIDA

SIGNATURE

Audrey Sikes

FULL NAME

DATE SIGNED

City Clerk

TITLE

APPROVED AS TO FORM AND LEGALITY

SIGNATURE

Clay Martin

FULL NAME

DATE SIGNED

City Attorney

TITLE

Exhibits List

- A - STATEMENT OF WORK PLACEHOLDER
- B - INSURANCE REQUIREMENTS
- C - PAYMENT SCHEDULE PLACEHOLDER
- D - PAYMENT.INVOICES
- E - DISPUTE RESOLUTION.INVOICE PAYMENTS

Exhibit A

STATEMENT OF WORK PLACEHOLDER

EXHIBIT A

STATEMENT OF WORK PLACEHOLDER

Exhibit B

INSURANCE REQUIREMENTS

EXHIBIT B
INSURANCE REQUIREMENTS

Certificate must state City of Lake City as Certificate Holder

- Commercial General Liability insurance to provide coverage of not less than \$1,000,000.00 combined single limit per occurrence and annual aggregates where generally applicable and must include premises operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.
- Business Vehicle/Umbrella Liability insurance with a minimum limit of \$200,000 per occurrence, and \$300,000 for all claims arising out of the same incident or occurrence, for property damage and personal injury. Notice, these limits may change according to Florida law and the protections afforded to the City pursuant to sovereign immunity for liability.
- Statutory Workers Compensation insurance as required by the State of Florida.

Exhibit C

PAYMENT SCHEDULE PLACEHOLDER

EXHIBIT C

PAYMENT SCHEDULE PLACEHOLDER

Exhibit D

PAYMENT.INVOICES

PAYMENT/INVOICES:

Contractor shall submit invoices for payment due as provided herein with such documentation as required by City of Lake City and all payments shall be made in accordance with the requirements of Section 218.70 et. seq, Florida Statutes, "The Local Government Prompt Payment Act." Invoices shall be submitted to the address below unless instructed otherwise on the purchase order, or if no purchase order, by the ordering department:

Finance Department
Attn: Accounts Payable
City of Lake City
205 North Marion Avenue
Lake City, FL 32055

Each invoice shall include, at a minimum, the Contractor's name, contact information and the standard purchase order number. In order to expedite payment, it is recommended the Contractor also include the information shown in below. The City may dispute any payments invoiced by Contractor in accordance with Section 218.76, Florida Statutes and the provisions of this Agreement.

INVOICE INFORMATION:

Contractor Information.. Company name, mailing address, phone number, contact name and email address as provided on the PO

Remit ToBilling address to which you are requesting payment be sent

Invoice DateCreation date of the invoice

Invoice NumberCompany tracking number

Shipping Address.....Address where goods and/or services were delivered

Ordering DepartmentName of ordering department, including name and phone number of contact person

PO NumberStandard purchase order number

Ship DateDate the goods/services were sent/provided

Quantity.....Quantity of goods or services billed

Description.....Description of services or goods delivered

Unit PriceUnit price for the quantity of goods/services delivered

Line Total.....Amount due by line item

Invoice Total.....Sum of all of the line totals for the invoice

Exhibit E

DISPUTE RESOLUTION.INVOICE PAYMENTS

DISPUTE RESOLUTION IN MATTERS OF INVOICE PAYMENTS

Payment of invoices for work performed for City of Lake City (CITY) is made, by standard, in arrears in accordance with Section 218.70, et. seq., Florida Statutes (the Local Government Prompt Payment Act).

If a dispute should arise as a result of non-payment of a payment request or invoice the following Dispute Resolution process shall apply:

- A. City of Lake City shall notify a vendor in writing, within ten (10) days after receipt of an improper invoice, that the invoice is improper. The notice should indicate what steps the vendor should undertake to correct the invoice and resubmit a proper invoice to the City, which steps shall include initially contacting the requesting department to validate Contractor's invoice conforms with the terms and conditions of the agreement. Once the requesting department determines Contractor's invoice conforms with the terms and conditions of the agreement, the vendor should resubmit the invoice as a "Corrected Invoice" to the requesting department which will initiate the payment timeline.
 - 1) Requesting department for this purpose is defined as the City department for whom the work is performed.
 - 2) Proper invoice for this purpose is defined as an invoice submitted for work performed where such work meets the terms and conditions of the agreement to the satisfaction of the City of Lake City.
- B. Should a dispute result between the vendor and the City about payment of a payment request or an invoice then the vendor should submit their dissatisfaction in writing to the Requesting Department. Each Requesting Department shall assign a representative who shall act as a "Dispute Manager" to resolve the issue at departmental level.
- C. The Dispute Manager shall first initiate procedures to investigate the dispute and document the steps taken to resolve the issue in accordance with section 218.76 Florida Statutes. Such procedures shall be commenced no later than forty-five (45) days after the date on which the payment request or invoice was received by City of Lake City, and shall not extend beyond sixty (60) days after the date on which the payment request or invoice was received by City of Lake City.
- D. The Dispute Manager should investigate and ascertain whether the work, for which the payment request or invoice has been submitted, was performed to City of Lake City's satisfaction and duly accepted by the Proper Authority. Proper Authority for this purpose is defined as the City of Lake City representative who is designated as the approving authority for the work performed in the contractual document. The Dispute Manager shall perform the required investigation and arrive at a solution before or at the sixty (60) days' timeframe for resolution of the dispute, per section 218.76, Florida Statutes. The City Manager or his or her designee shall be the final arbiter in resolving the issue before it becomes a legal matter. The City Manager or his or her designee will issue their decision in writing.
- E. City of Lake City Dispute Resolution Procedures shall not be subject to Chapter 120 of the Florida Statutes. The procedures shall also, per section 218.76, Florida Statutes, not be intended as an administrative proceeding which would prohibit a court from ruling again on any action resulting from the dispute.
- F. Should the dispute be resolved in the City's favor interest charges begin to accrue fifteen (15) days after the final decision made by the City. Should the dispute be resolved in the vendor's favor the City shall pay interest as of the original date the payment was due.
- G. For any legal action to recover any fees due because of the application of Sections 218.70 et. seq., Florida Statutes, an award shall be made to the prevailing party to cover court costs and reasonable attorney fees, including those fees incurred as a result of an appeal if the reason for the dispute is because the non-prevailing party held back any payment without having a reasonable basis to dispute the prevailing party's claim to those amounts.