

EPIC Aviation, LLC

Exhibit A

Scope of Services

Contractor shall perform all services necessary for the delivery of Aviation Fuel to County's airport facilities in a safe, professional manner. Contractor's equipment shall be in good and safe working order and all personnel shall be trained annually in safety measures to preclude accidents and the endangering of County personnel and property.

Fuel

Jet A Fuel meeting ASTM D 1655 latest revision and 100LL Aviation Gasoline meeting ASTM D910 latest revision. Jet fuel must be supplied without anti-icing additive as requested by County's Contract Administrator or designee.

- A minimum order quantity shall be 6,000 gallons of 100LL Avgas or 4,000 gallons of Jet A Fuel.

Contractor shall have adequate stock and appropriate equipment for the delivery of goods. Contractor shall provide ordering capability twenty-four (24) hours per day, seven (7) days per week.

Invoicing Requirement

Contractor shall render a Bill of Lading and Certificate of Analysis to the delivery facility at the time of delivery. A signature from a County employee on the Certificate of Analysis is required to ensure all documentation and fuel specifications have been met. Invoices and payments shall be for net gallons delivered.

Other Services

Contractor shall provide the following services at no additional charge to County:

- annual inspection of self-serve facility, refueling equipment and trucks, and on-site training by a regional technical representative employed by Contractor;
- annual seminar that includes quality control training, 14CFR139, Section 321 Fire Training and TSA Ramp security training;
- annual seminar for equipment maintenance training provided by industry original equipment manufacturers (OEMs);
- manuals shall be listed by name and subject;
- list of all required testing equipment along with on-site instruction of use;
- web-based and on-site training;
- marketing consultation for changes/updates to County webpage, printed collateral and advertising;
- credit card settlement process; and
- up to \$5,000.00 for system maintenance and/or equipment upgrades as invoices are submitted by County to Contractor for system maintenance and/or equipment upgrades.

Training and site visits shall be arranged at a time mutually agreeable to Contractor and County and will be coordinated by County's Contract Administrator or designee.

Software Updates

There shall be no additional charge for software updates from Contractor. Charges may apply for software updates as required by other entities (i.e., credit card compliance required by state or federal laws).

Product Identification and Imaging

Contractor shall provide and maintain at Contractor's expense, brand name and product signs, decals and windsocks.

Cooperative Advertising

At Contractor's expense, Contractor shall deposit \$.005 per gallon of fuel purchased by County into a Cooperative Advertising account. Funds accumulate for one calendar year and can be used by County for up to 50% reimbursement from Contractor up to the amount accrued in the Cooperative Advertising account each calendar year for uniforms, print media or specialty items that include the EPIC logo. Funds will not be rolled over to the next calendar year. Contractor's Marketing Department shall provide consultation to County on various options to maximize County's cooperative advertising and overall budget.

Training

Contractor shall pay a portion of the cost of National Air Transportation Association (NATA) Safety1st on-line training bi-yearly for County employees who work at either the Placerville or Georgetown Airport. The table below represents on-line training prices and compensation paid by Contractor.

Pricing Per County Employee	NATA Members	Non-Members
County Pays	\$49.95	\$74.95
Contractor Pays	\$85.00	\$85.00
Total Price	\$134.95	\$159.95