

City of Dillingham Action Memorandum

Agenda of: September 10, 2015

Action Memorandum No. 2015-18

Subject:

Authorize the City Manager to Execute a Contract to Bristol Alliance Fuels for purchase of fuel and gasoline at a fixed price per gallon for the period Oct. 2, 2015 - Oct. 1, 2016

City Manager: Recommend Approval

Signature: Rose Doera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- Bid Tabulation

Summary Statement:

The purpose of this Action Memorandum is to authorize the City Manager to execute a Purchase Order / Contract for the purchase of petroleum fuels from Bristol Alliance Fuels for the period covering October 2, 2015, through October 1, 2016.

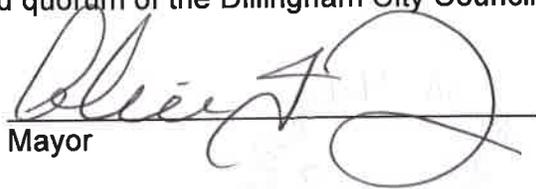
RFP 2015-18 was advertised for the required period soliciting proposals from qualified vendors to provide #1 diesel, #2 diesel, and unleaded gasoline at a fixed price per gallon or at the OPIS Anacortes Lift Date rate per gallon.

Bristol Alliance Fuels provided the lowest bid for No. 1 & 2 diesel and for unleaded gasoline. As noted in the RFP, bids may be provided for either No.1 & 2 Heating/Diesel and/or Unleaded Gasoline fuel types.

Action Memorandum No. 2015-18

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on 9/10/15.



Mayor

ATTEST:

[SEAL]



City Clerk

Route to	Department Head	Date
X	Finance Director	9/14/15
X	Public Works Director	9/14/15
X	City Clerk	9/14/15

City of Dillingham
Fiscal Note

Agenda Date: September 10, 2015

Request: Contract to replace the Dock Lift Station

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <p style="text-align: right;">\$1,140,870</p>		FUNDING SOURCE <p style="text-align: center;">State Municipal Matching Grant</p>	
FROM ACCOUNT <p style="text-align: center;">4423 7130 30.62 \$1,140,870</p>		Project <p style="text-align: center;">Replacement of the Dock Lift Station</p>	
TO ACCOUNT:	VERIFIED BY: <u>Navin Bissram</u>	Date: <u>9/2/2015</u>	

EXPENDITURES

OPERATING	FY16			
Personnel				
Fringe Benefits				
Gravel				
Road Maintenance Products				
Land/Buildings				
Miscellaneous	\$1,140,870			
TOTAL OPERATING	\$ 1,140,870.00	\$ -	\$ -	\$ -

CAPITAL				
---------	--	--	--	--

REVENUE				
---------	--	--	--	--

FUNDING

General Fund				
State/Federal Funds	\$1,140,870			
Other				
TOTAL FUNDING	\$ 1,140,870.00	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum 2015-17

PREPARED BY: Rose Loera

September 2, 2015

DEPARTMENT: Administration

APPROVED BY: Navin Bissram

2-Sep-15

**BID RESULTS
FURNISH PETROLEUM FUELS
FY 2016**

Deadline to receive bids: August 27, 2015 - 3 PM

Bidders responding to RFP 2015-12 in a timely manner:

1. Vitus Energy d/b/a VitusTerminals
2. Delta Western
3. Bristol Alliance Fuels

BID results:

Received 8/27 8:35 AM Received 8/27 10:50 AM Received 8/27 12:56 PM

Vitus Terminals	Delta Western	Bristol Alliance Fuels
OPTION A – Fixed Price	OPTION A – Fixed Price	OPTION A – Fixed Price
No. 1 Diesel: 75,000 Gallons Per Gallon \$3.04 Sub-total \$228,000	No. 1 Diesel: 75,000 Gallons Per Gallon \$2.606 Sub-total \$195,450	No. 1 Diesel: 75,000 Gallons Per Gallon \$2.50 Sub-total \$187,500
No. 2 Diesel: 25,000 Gallons Per Gallon \$3.04 Sub-total \$76,000	No. 2 Diesel: 25,000 Gallons Per Gallon \$2.606 Sub-total \$65,150	No. 2 Diesel: 25,000 Gallons Per Gallon \$2.75 Sub-total \$68,750
Total No. 1 & 2 \$304,000	Total No. 1 & 2 \$260,600	Total No. 1 & 2 \$256,250
Unleaded Gas: 15,000 Gal. Per Gallon \$3.21 Total \$48,150	Unleaded Gas: 15,000 Gal. Per Gallon \$3.256 Total \$48,840	Unleaded Gas: 15,000 Gal. Per Gallon \$2.95 Total \$44,250
Total \$352,150	Total \$309,440	Total \$300,500
OPTION B - OPIS Anacortes - Net for lift date No Bid	OPTION B - OPIS Anacortes - Net for lift date No Bid	OPTION B - OPIS Anacortes - Net for lift date No Bid

Bids were opened at 3:00 PM, August 27, 2015, in the Conference Room, Upstairs, City Hall, by Janice Williams.

The apparent low bidder for No. 1 & No. 2 Diesel combined and Unleaded Gas was Bristol Alliance Fuels.