

1 **BILL NO. S-16-10-01**

2 **SPECIAL ORDINANCE NO. S-_____**

3 **AN ORDINANCE** approving the awarding of
4 **CONTRACT FOR THE PURCHASE OF BULK**
5 **DIESEL FUEL DURING 2017 (\$405,000.00)** by
6 the City of Fort Wayne, Indiana, by and through its
Department of Purchasing and AG PLUS for the
FLEET MANAGEMENT DEPARTMENT.

7 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL**
8 **OF THE CITY OF FORT WAYNE, INDIANA;**

9 **SECTION 1.** That **CONTRACT FOR THE PURCHASE OF BULK**
10 **DIESEL FUEL DURING 2017** between the City of Fort Wayne, by and
11 through its Department of Purchasing and AG PLUS for the FLEET
12 MANAGEMENT DEPARTMENT, respectfully for:

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14 contract is for the purchase of 202,500 gallons of bulk diesel fuel
15 for April through December of 2017;

16 involving a total cost of not to exceed **FOUR HUNDRED FIVE THOUSAND**
17 **AND 00/100 DOLLARS - (\$405,000.)** all as more particularly set forth in said
18 **CONTRACT FOR THE PURCHASE OF BULK DIESEL FUEL DURING 2017**
19 which is on file in the Office of the Department of Purchasing, and is by
20 reference incorporated herein, made a part hereof, and is hereby in all things
21 ratified, confirmed and approved.
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SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs, BIDS, OTHER PROJECTS

Bid/RFP#/Name of Project	2017 Bulk Diesel (April thru December)
Awarded To	Ag Plus
Amount	Not to exceed \$405,000
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	
Number of Bidders	NA
Required Attachments	Dept Memo

EXTENSIONS

Date Last Bid Out	
# Extensions Granted To Date	

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	
Sole Source/ Compatibility Justification	Unique opportunity for savings

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	☐ Yes ☐ No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	Significant decrease from prior year. Below Budget. Previous diesel contract request from Council was at \$2.17. Final contract amount was \$1.55 per gallon
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project, attach supporting documents as necessary.</i>	Remaining supply of bulk diesel fuel for 2017 (April thru December)

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	Seeking Council approval for a contract price not to exceed \$2.00 per gallon of 202,500 gallons of diesel. Purchasing is expecting to contract at a much better rate upon Council final approval.

FUNDING SOURCE

<i>Account Information.</i>	Fleet Maintenance budget line

Memo

To: City Council
From: Larry Campbell, Fleet Director
CC: Purchasing
Date: October 2016
Re: Purchase of bulk diesel from AG Plus

Council,

We request approval of a future contract with AG Plus for a volume of 202,500 gallons at a base price **not to exceed** \$2.00 per gallon and a total contract price **not to exceed** \$405,000. This is an estimate but we expect to be able to lock this diesel at a at lower price pending final passage of this Ordinance. This contract is for bulk tank delivery only. This will provide a locked price for April through December of 2017.

The City Fleet Director/Purchasing Director/Controller will continue to monitor pricing.

Thank you Larry Campbell