

1 **BILL NO. S-18-04-12**

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

3 **AN ORDINANCE** approving the awarding of the
4 **PURCHASE OF SPOT DIESEL FUEL IN 2018**
5 **FOR TWENTY-EIGHT (28) LOCAL STATIONS –**
6 **not to exceed \$150,000.00 - by the City of Fort**
7 **Wayne, Indiana, by and through its Department of**
8 **Purchasing and LASSUS BROTHERS, INC. for**
9 **the FLEET MANAGEMENT DEPARTMENT.**

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

12 **SECTION 1.** That the **PURCHASE OF SPOT DIESEL FUEL IN 2018**
13 **FOR TWENTY-EIGHT (28) LOCAL STATIONS** between the City of Fort
14 **Wayne, by and through its Department of Purchasing and LASSUS**
15 **BROTHERS, INC. for the FLEET MANAGEMENT DEPARTMENT,**
16 **respectfully for:**

17 purchase of 57,000 gallons of Diesel Fuel in 2018 for twenty-
18 eight (28) local stations throughout the City for the Public
19 safety/Fire Department and Street Department:

20 involving a total cost of not to exceed **ONE HUNDRED FIFTY THOUSAND**
21 **AND 00/100 DOLLARS – (\$150,000.00)** all as more particularly set forth in
22 **said PURCHASE OF SPOT DIESEL FUEL FOR LOCAL CITY STATIONS**
23 **which is on file in the Office of the Department of Purchasing, and is by**
24 **reference incorporated herein, made a part hereof, and is hereby in all things**
25 **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	2018 Diesel at non city stations
Awarded To	Lassus Brothers Inc.,
Amount	Not to exceed \$150,000
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	
Number of Bidders	N/A
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	The city stations close to Fire stations and north fueling sites not going out of service to fuel up. Unique opportunity for savings IC 5-22-10-5

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>	Opis pricing, Chicago Daily Rate
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	Supply Diesel fuel at twenty eight locations throughout the City emergency vehicles/Fire trucks not having to go out of service for a long period of time traveling to fuel up at the City complex on Lafayette street. Station close to the Street department north maintenance facility.

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	

FUNDING SOURCE

<i>Account Information:</i>	Fleet Department Budget Line 5232

Memo

To: City Council
From: Larry Campbell, Fleet Director
Date: April 2018
Re: Diesel Fuel Lassus Brothers INC, 2018

Dear Council

In regards to the Diesel Fuel for 2018 contract with Lassus Brothers INC, estimated not to exceed \$150,000. for 57,000 Gallons. Per gallon price is of OPIS pricing which changes daily. The price of the Diesel fuel today would have been \$_____ per gallon. The price of this commodity changes on a daily basis.

This is a unique opportunity to obtain diesel fuel for 2018 from twenty eight local stations throughout the area. This is used by the Public safety/Fire Department and Street Department throughout the year so they do not have to drive back to the Lafayette street complex to refuel having to go out of service. Along with City Utilities departments in emergency such as a flood to keep the large pumps running.

City Fleet Management is able to down load transactions from Lassus daily and import into the City Fleet management software program just like if they had fueled at the City complex.

Lassus Brothers is registered as buy Indiana and local Fort Wayne Company

Thank you Larry Campbell

G/ drive shared award letters 2018 Diesel Fuel Lassus 2018