

180125

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION

DISTRICT - ALL

For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees
FROM : Scott R. Niehaus, Village Manager
DATE : February 28, 2018 Agenda Date March 15, 2018
TITLE : Bid Opening For: Gasoline and Diesel Fuel Purchase

SUBMITTED BY: John L. Mannino, Fleet Supervisor *JLM*

RESULTS:

Date Bids Were Published Publicly bid by DuPage County February of 2016 (2nd renewal)

Bidding Closed February 26, 2016

Total Number of Bids Received 8

Total Number of Bidders Meeting Specifications 8

Bid Security Required Yes X No

Performance Bond Required Yes X No

Were Any Bids Withdrawn Yes X No

Explanation:

Waiver of Bids Requested? X Yes No

If yes, explain: Joint purchase through DuPage County contract #16-043-BF

Award Recommended to Lowest X Yes No

Responsible Bidder?

If no, explain:

FISCAL IMPACT:

Engineer's estimate/budget estimate \$ N/A

Amount of Award \$ N/A

BACKGROUND/RECOMMENDATION:

Staff seeks Board approval to purchase fuel from Buchanan Energy of Omaha (NE) as specified in the Dupage County joint purchase contract #16-043-BF.

Has Recommended Bidder Worked for Village Previously X Yes No

If yes, was quality of work acceptable X Yes No

Was item bid in accordance with Public Act 85-1295? Yes X No

Waiver of bids - Public Act 85-1295 does not apply X Yes

REVIEW (as needed):

Village Attorney XX _____ Date _____

Finance Director XX _____ Date _____

Village Manager XX _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.



To: Scott R. Niehaus, Village Manager
Through: Carl S. Goldsmith, Director of Public Works *CG*
From: John L. Mannino, Fleet Supervisor *JLM*
Date: February 28, 2018
Subject: Joint Purchasing of Fuel

Staff is able to secure better fuel pricing by joint purchasing fuel through the DuPage County joint purchase fuel contract. Joint purchasing has proven to be a reliable way of supplying the Village with fuel at the lowest cost.

Since the cost of a load of fuel may exceed the Village's statutory purchase limit as specified in the purchasing manual (\$25,000) staff needs to establish approval from the board to continue to buy fuel using a joint purchase contract. These joint contracts establish a fixed delivery fee and are renewed or re-bid annually. The specifications used in the preparation of the sealed bids are based on the OPIS (Oil Price Information Service) prices, which are the benchmark prices used by the world to buy and sell U.S. gasoline, diesel, ethanol, bio-diesel, LP-gas, jet fuel, crude, propane and kerosene.

The DuPage County contract (#16-043-BF) that was awarded to Buchanan Energy of Omaha, NE. starting April 1, 2016 has been renewed for the 2nd of 3 optional renewal periods. The contract delivery prices have remained the same. The price for gasoline is the low rack average daily OPIS price plus \$.005 per gallon for delivery. The price for diesel is the low rack average daily OPIS price plus \$.015 per gallon for delivery. It is therefore the recommendation of staff that fuel be purchased from Buchanan Energy in accordance with the DuPage County joint purchase contract for the length of the contract starting April 1, 2018 and ending March 31, 2019.

I recommend the B.O.T. waive bid and award a contract to Buchanan Energy of Omaha, NE to supply gasoline and diesel fuel to the Village of Lombard as specified in the DuPage County joint purchase fuel contract. Please submit this item to the Village Board for their consideration at the March 15, 2018 meeting.



**COUNTY OF DU PAGE, ILLINOIS
OPTION TO RENEW CONTRACT**

This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois hereinafter called the "County" and Buchanan Energy (N) LLC, 7315 Mercy Rd, Omaha, NB 68124 herein after called the "Contractor", witnesseth;

The County and the Contractor have previously entered into a 1st Renewal Contract, pursuant to low bid #16-043 which became effective April 1, 2017, and which expires March 31, 2018. The contract is subject to a 2nd option to renew for a twelve (12) month period.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, as specified in the original contract #16-043.

The contract renewal becomes effective April 1, 2018 and expires March 31, 2019 contingent upon any applicable Parent Committee and Board approval.

BUCHANAN ENERGY (N) LLC.

Signature on File

SIGNATURE

1/18/2018
DATE

Adrian Mahone
PRINTED NAME

Business Development Manager
PRINTED TITLE

COUNTY OF DUPAGE

Signature on File

SIGNATURE

2/5/18
DATE

**GLEND A VASAK
BUYER II**

Attachment: Buchanan Energy (N), LLC - Renewal (DT-P-0034-18 : Buchanan Energy (N), LLC)