

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees
FROM : David A. Hulseberg, Village Manager
DATE : April 20, 2011 Agenda Date May 5, 2011
TITLE : Bid Opening For: Gasoline and Diesel Fuel Purchase
SUBMITTED BY: John Mannino, Fleet Supervisor *JM*

RESULTS:

Date Bids Were Published _____
Bidding Closed _____
Total Number of Bids Received _____
Total Number of Bidders Meeting Specifications _____
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Were Any Bids Withdrawn _____ Yes X No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.
Award Recommended to Lowest _____ X Yes _____ No
Responsible Bidder?
If no, explain:

FISCAL IMPACT:

Engineer's estimate/budget estimate \$ 337,500.00
Amount of Award \$ 337,500.00

BACKGROUND/RECOMMENDATION:

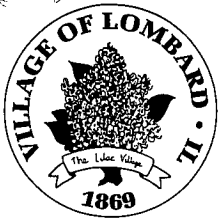
Staff seeks Board approval to award a contract to Texor Petroleum of Riverside (IL) to supply gasoline and diesel fuel to the Village of Lombard as specified in the DuPage County joint purchasing fuel contract.

Has Recommended Bidder Worked for Village Previously _____ Yes X No
If yes, was quality of work acceptable _____ 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: David A. Hulseberg, Village Manager
Through: Carl S. Goldsmith, Director of Public Works *Cg*
From: John Mannino, Fleet Supervisor *JM*
Date: April 20, 2011
Subject: Joint Purchasing of Fuel

Previously the Village went out to bid for a fuel supplier however staff has determined that we can obtain a better price through joint purchasing. The increase in the cost of fuel places the Village at risk for exceeding statutory purchase limits therefore we need to establish permission from the board to use a joint purchase contract. The contract establishes a fixed delivery fee. The cost of the fuel would be established by the Oil Price Information Service (OPIS) daily average wholesale price for the Chicago area.

There are two agencies offering joint fuel purchasing in our area; the Suburban Purchasing Cooperative (SPC) and DuPage County. Both of their bids were awarded to Texor Petroleum of Riverside (IL). The table below shows that DuPage County's contract would be the lowest cost to the Village. As a comparison I included the price we are currently paying to our vendor, Avalon Petroleum, using the OPIS for the dates we last bought diesel fuel (2/25/11) and gasoline (3/15/11). The annual fees shown below are calculated based on the average quantity of fuel used in a year and each bidder's delivery fee.

Vendor	Annual Fee (unleaded)	Annual Fee (diesel)	Total fee based on expected usage annually
DuPage County contract (Texor)	\$865	\$800	\$1,665
SPC contract (Texor)	\$5,415	\$3,476	\$8,891
Avalon Petroleum Tinley Park, IL.	\$8,254	\$1,452	\$9,706

I recommend the B.O.T. waive bid and award a contract to Texor Petroleum of Riverside (IL) to supply gasoline and diesel fuel to the Village of Lombard as specified in the DuPage County joint fuel contract. Please submit this item to the Village Board for their consideration at the May 5, 2011 meeting.