

City Council – Action Request Form

Date: October 10, 2022

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Johnnie Taylor, Assistant City Manager
 Nicholas Geis, Property and Facility Maintenance Director
 Shantell McClam, Purchasing Director

Council Action Requested:
 Resolution Awarding Contract for Off-Road Diesel Fuel.

Summary of Information:

The Winston-Salem Fleet Department provides daily deliveries to locations across the City to fuel off road equipment. The department maintains a fuel tanker truck for this service and has regular requirements to purchase off road diesel fuel. Invitation for bids were issued for the fuel purchases based on an estimated annual quantity of 104,000 gallons of fuel. On May 4, 2022, bids were accepted as follows:

	<u>City/State</u>	<u>Avg. Cost/Gal</u>
Quality Oil Co., LLC	Winston-Salem, NC	\$0.22
Clinard Oil Co., Inc.	Thomasville, NC	0.2595

Specifications of the bid include filling the tanker truck at the daily spot price for off road diesel fuel as published by Oil Price Information Services and the service cost for utilizing supplier equipment and personnel to fill the City Tanker Truck. Historical spending information for Off Road Diesel Fuel purchases were \$429,719.97 in FY2020, \$303,568.56 in FY2021 and \$421,970.70 in FY2022. Bid terms allow the contract to be extended annually if the successful bidder is willing to extend the same or better pricing, and if both parties agree, and funds are available for this purpose.

It is recommended that a term contract be awarded to Quality Oil Co., LLC for the purchase of Off-Road Diesel Fuel through August 31, 2023, in the estimated amount of \$390,000.00. Bid terms allow for the contract to be extended annually if the successful vendor is willing to extend the same or better pricing, if both parties agree and if funds are available.

M/WBE Comment: There are no known minority or women owned businesses that provide this Off-Road Diesel Fuel.

Committee Action:

Committee	Finance 10/10/22	Action	Approval
For	Unanimous	Against	

Remarks: