

## City Council – Action Request Form

**Date:** February 14, 2023

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

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**From:** Nicholas Geis, Property and Facilities Management Director  
 Johnnie Taylor, Assistant City Manager  
 Shantell McClam, Purchasing Director

**Council Action Requested:**  
 Resolution Authorizing the City Manager to Approve a Change Order with Routh Oil Company to Continue to Provide Mobile Fueling Services to Various City Facilities

**Strategic Focus Area:** Service Excellence  
**Strategic Objective:** Promote Efficient Service Delivery  
**Strategic Plan Action Item:** No  
**Key Work Item:** No



**Summary of Information:**

While the Vacant Medium Equipment Operation position in Fleet Services has been vacant, the City has worked with Routh Oil Company to continue to provide mobile fueling services at various locations throughout the City. This resolution grants the City Manager the authority to approve a change order with Routh Oil Company to continue to provide these services until Fleet Services is able to hire a new Operator and bring this service back in house.

As the total amount of change orders now exceeds the City Manager's approval authority, staff is requesting additional approval to authorize the City Manager to execute a change order with Routh Oil Company in the approximate amount of \$95,000. Funds to cover the cost of this change order are available in the Fleet Services operating budget.

**Committee Action:**

<b>Committee</b>	Finance 2.14.23	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	

**Remarks:**