

City Council – Action Request Form

Date: April 8, 2024

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

From: Ben Rowe, Assistant City Manager
 Angus Thomas, Acting Dept Head
 Darrin Redfield, Purchasing Director

Council Action Requested:

Resolution Authorizing the Approval of a Change Order with Routh Oil Company to Continue 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 can 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:

Committee	FC-04/09/2024	Action	Approval
For	Unanimous	Against	
Remarks:			