



Agenda Cover Memorandum

Meeting Date: August 12, 2013

Meeting Type: COW (Committee of the Whole) City Council Budget Workshop

Item Title: Approve Purchase Order for unleaded fuel, Al Warren Oil, \$24,918.75

Action Requested:

Approval

For discussion

Feedback requested

For your information

Staff Contact: Wayne Zingsheim, Director of Public Works

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Background:

At the April 16, 2012 meeting, the City Council authorized the Director of Public Works to purchase gasoline and diesel fuels on a price comparison / next day delivery basis with staff bringing the purchase to Council for approval after the fact.

Staff gathered quotes from three major fuel suppliers for the purchase of unleaded fuel as follows:

Al Warren Oil	\$3.3225 per gallon
Avalon Petroleum	\$3.359 per gallon
Bell Fuels	\$3.375 per gallon

On August 2, 2013 staff purchased 7,500 gallons of unleaded fuel from Al Warren Oil., at a cost of \$3.3225 per gallon, for a total purchase price of \$24,918.75 including delivery charge. Staff never pays more than the quoted price.

Recommendation:

Approve the purchase of 7,500 gallons of unleaded fuel from Al Warren Oil Co., 7439 West Archer Avenue, Summit, Illinois 60501 in the amount of \$24,918.75.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$24,918.75

If Yes, is this a Budgeted Item:

Yes No Requires Budget Transfer

If Budgeted, Budget Code (Fund, Dept, Object) 100 6020 959100

Attachments:

- None