



# Agenda Cover Memorandum

Meeting Date: August 19, 2013

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

Item Title: Approve Purchase Order for diesel fuel, Avalon Petroleum, \$23,303.34

Action Requested:

Approval

For discussion

Feedback requested

For your information

Staff Contact: Wayne Zingsheim, Director of Public Works

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Email Address: wzingshe@parkridge.us

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 diesel fuel as follows:

Avalon Petroleum	\$3.330 per gallon
Al Warren Oil	\$3.33842 per gallon
Bell Fuels	\$3.3656 per gallon

On July 23, 2013 staff purchased 6,998 gallons of diesel fuel from Avalon Petroleum Co., at a cost of \$3.330 per gallon, for a total purchase price of \$23,303.34 including delivery charge. Staff never pays more than the quoted price.

Recommendation:

Approve the purchase of 6,998 gallons of diesel fuel from Avalon Petroleum Co., 200 East Court Street, Suite 720, Kankakee, Illinois 60901 in the amount of \$23,303.34.

Budget Implications:

Does Action Require an Expenditure of Funds:  Yes  No

If Yes, Total Cost: \$23,303.34

If Yes, is this a Budgeted Item:

Yes  No  Requires Budget Transfer

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

Attachments:

- None