



Agenda Cover Memorandum

Meeting Date: February 11, 2013
Item Title: Purchase Order Approval – Bell Fuels Inc., \$22,091.25

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 no lead fuel as follows:

Bell Fuels	\$2.9455 per gallon
Al Warren Oil	\$2.9519 per gallon
Avalon Petroleum	\$2.954 per gallon

On January 24, 2013 staff purchased 7,500 gallons of no lead fuel from Bell Fuels at a cost of \$2.9455 per gallon, for a total purchase price of \$22,091.25 including delivery charge. Staff never pays more than the quoted price.

Recommendation:
Approve the purchase of 7,500 gallons of no lead fuel from Bell Fuels Inc., 5041 West 39th Street, Cicero, Illinois 60804 in the amount of \$22,091.25.

Budget Implications:
Does Action Require an Expenditure of Funds: Yes No
If Yes, Total Cost: \$22,091.25
If Yes, is this a Budgeted Item: Yes No Requires Budget Transfer

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

Attachments:
• None