



AGENDA MEMORANDUM
for the City Council Meeting of July 31, 2012

DATE: 7/31/2012

TO: Ronald L. Olson, City Manager

FROM: Michael Barrera, Assistant Director of Financial Services
MikeB@cctexas.com
361-826-3169

Jim Davis, Director of General Services
JimD@cctexas.com
361-826-1909

Robert Rocha, Fire Chief
Rocha@cctexas.com
361-8263932

<p>Unleaded Gasoline and Diesel Purchased at Commercial Locations</p>

CAPTION:

Motion approving a supply agreement with Stripes LLC, Corpus Christi, Texas for standard gasoline and ultra-low sulfur diesel fuel in accordance with Bid Invitation No. BI-0194-12 based on only bid for an estimated annual expenditure of \$4,435,881.68. The term of the agreement will be for twelve months with options to extend for up to two additional twelve-month periods, subject to the approval of the supplier and the City Manager, or designee. Funds have been budgeted by Maintenance Services and the Fire Department in FY 2011-2012 and requested for FY 2012-2013.

BACKGROUND AND FINDINGS:

The City's Municipal Service Center Fuel Station will be undergoing renovation and will be closed for approximately three (3) months. This supply agreement will provide the required fuel during the renovation period and will provide a contingency plan for fuel during the term of the agreement. This supply agreement will also allow Police and Fire personnel to fill up their respective vehicles at locations that are in close proximity to their assigned areas. This allows for improved response time for emergencies that may arise while servicing the vehicle with fuel.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This supply agreement conforms to all City purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Not applicable.

DEPARTMENTAL CLEARANCES:

Fire Department and Maintenance Services

FINANCIAL IMPACT:

Fiscal Year: 2011-2012	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$6,355,927.00	\$4,435,881.68	\$10,791,808.68
Encumbered / Expended Amount		\$3,944,582.93	\$0.00	\$3,944,582.93
This item		\$0.00	\$4,435,881.68	\$4,435,881.68
BALANCE		\$2,411,344.07	\$0.00	\$2,411,344.07

Fund(s): General Fund No. 1020 and Maintenance Service Fund No. 5110

Comments:

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation

Approvals: Veronica Ocanas, Assistant City Attorney
Jim Davis, Director of General Services
Robert Rocha, Fire Chief
Constance P. Sanchez, Director of Financial Services
Eddie Houlihan, Assistant Director of Management and Budget
Margie C. Rose, Assistant City Manager