

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Owen O'Reilly, Fleet Manager

THROUGH: Michael Benard, Executive Director

RE: Fuel Supply and Delivery Bid - 2020

DATE: October 2, 2020



SUMMARY:

The district bids out fuel supply and delivery every three years. Fuel is stored in tanks located at the Park Services Center and Arrowhead Golf Course. Collectively, we use approximately 30,000 gallons of 87 octane gasoline and 12,000 gallons of off-road diesel that is combined with a biodiesel for cleaner emissions.

With our limited ability to store quantities of fuel and the fluctuating price, fuel prices are tied to the wholesale published "OPIS" (Oil Price Information Service) rate. This rate is updated daily and is specific to the Midwest. Since this rate is consistent between the different vendors, our bids are based on a price adjustment factor which is essentially the cost to deliver the fuel to our sites.

Notice for bidders was published on September 16, 2020 and bids were received through September 30, 2020. Separate pricing was requested for each location and product, however both vendors provided uniform pricing.

The following three contractors provided bids:

Contractor	Three Year Contract
Feece Oil Co.	+ 0.148 per gallon
Warren Oil Co.	+ 0.25 per gallon

The pricing would be effective from December 2020 through November 2023. Feece Oil has been our Fuel Supply and Delivery vendor since 2017 and we have been satisfied with their performance.

REVENUE OR FUNDING IMPLICATIONS:

- \$110,750 is budgeted for fuel and delivery within the current 2020 fiscal year (Includes Parks and Arrowhead).
- The breakdown is \$75,000 for Parks and \$35,750 for Arrowhead.
- Non-fuel lubricants, motor oil and anti-freeze are not included in this budget.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Standard bid documents and agreements were used.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the proposal from Feece Oil Co. for Fuel Supply and Delivery in the amount of the OPIS rate + \$0.148 per gallon.