C. 57

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: February 27, 2018

Subject: APPROVE a Purchase Order with Bay Area Diablo Petroleum

Contra
Costa
County

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Purchasing Agent, or designee, on behalf of the Public Works Director, a purchase order with Bay Area Diablo Petroleum in an amount not to exceed $400,000.00 for fuel, for the period of February 1, 2018 through January 31, 2019, Countywide. (100% Internal Service Fund)

FISCAL IMPACT:
This cost is to be 100% funded through Fleet Services ISF budget. (100% Internal Service Fund)

☑ APPROVE   ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR   ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/27/2018**   ☑ APPROVED AS RECOMMENDED   ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE:
John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor

ABSENT: Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 27, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Stan Burton
925-313-7078

cc:

BACKGROUND:

Public Works Fleet Services is responsible for the County fueling station on Waterbird Way. The Materials Management Division purchases fuel for the station by accepting daily bids from fuel distributors. Materials has four vendors currently submitting bids. Materials is set up to purchase fuel from all four of them. All four vendors are in need of new purchase orders. Southern Counties is our primary vendor, followed by Bay Area Diablo Petroleum, Ramos Oil Co., Inc. and Hunt & Sons Inc. This request is for Bay Area Diablo Petroleum.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the purchase of fuel from Bay Area Diablo Petroleum will discontinue.