



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 9, 2022

Subject: APPROVE a Purchase Order Amendment with Southern Counties Fuels

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent or designee, to execute, on behalf of the Public Works Director, an amendment to purchase order #018296 with Southern Counties Fuels, effective August 1, 2022, to increase the payment limit by \$650,000 to a new payment limit of \$3,250,000, for fuel, with no change in the term February 1, 2020 through December 31, 2022. Countywide.

FISCAL IMPACT:

This cost is to be 100% funded through Fleet Services Internal Service Fund.

BACKGROUND:

Public Works operates the fueling station on Waterbird Way in Martinez. Fuel for the station is purchased when needed based on daily bids from fuel distributors. To ensure the availability of fuel when needed, we currently have purchase orders with four vendors. Southern Counties Fuels has been our primary fuel vendor based on their daily bids being the lowest.

The amendment will add \$650,000 to the current payment limit of \$2,600,000. This

<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> OTHER
<input checked="" type="checkbox"/> RECOMMENDATION OF CNTY ADMINISTRATOR	<input type="checkbox"/> RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/09/2022** ☒ 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
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: August 9, 2022

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Ted Lavelle (925)
313-7077

cc:

amendment is needed to ensure the County has access to the vendor's services through the term of the purchase order. The increase in purchase order limit will be used as needed, with no minimum amount that must be used.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the purchase of fuel from Southern Counties Fuels will discontinue.