



CITY COUNCIL CONSENT ITEM

CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Approval of a resolution authorizing the execution of an agreement with Anytime Fuel Pros LLC for on-site fuel delivery, expenditure of the required funds, and execution of all applicable documents by the City Manager

DATE: August 7, 2025

DEPARTMENT: Finance

PRESENTED BY: Consent Item: Clayton Hoelscher, Procurement Manager

INTRODUCTION/BACKGROUND:

The City currently operates an above-ground fuel tank on the City campus to enhance emergency preparedness and operational resiliency. This on-site tank ensures City vehicles—including public safety units—can continue operating during extended power outages, winter storms, or other disasters that may limit access to commercial fuel stations. Installed in 2024, the tank has since been refueled through contracted on-site fuel delivery services.

To ensure best value, the City issued a Request for Proposals (RFP) for fuel delivery services. Five proposals were received and evaluated based on:

- Qualifications and Experience
- Project Approach
- Price

Following evaluation, Anytime Fuel Pros LLC was selected as the highest-ranked provider. Pricing is based on the daily wholesale average reported by the Oil Price Information Service, plus a contractor markup of \$0.28 per gallon for both gasoline and diesel - the lowest markup among all proposals. Additionally, the vendor will provide electronic fuel gauges at no cost to help monitor fuel levels automatically.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

- Supports 5.3 of the Strategic Action Plan for Service Delivery Expectations and Best Practices.
- Strengthens the City's emergency preparedness and operational resiliency by ensuring fuel availability during extended power outages, winter storms or other emergencies.
- Complies with procurement requirements.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Fuel will be purchased on an as-needed basis. There is no minimum or maximum amount guaranteed in the agreement.

LEGAL ANALYSIS:

Resolution approved as to form. The City's standard agreement is being utilized.

RECOMMENDATION/PROPOSED MOTION:

Consent Item: I move to approve a resolution authorizing the execution of an agreement with Anytime Fuel Pros LLC for on-site fuel delivery, expenditure of the required funds, and execution of all applicable documents by the City Manager.