



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Meeting **MEETING DATE:** October 5, 2021
FROM: Scott Schultz, Asst. Water Utilities Director
SUBJECT: City Council authorization to purchase fuel from Gate Petroleum through Cooperative Bid No. 17-BA-122, effective December 1, 2019 through December 30, 2022, to provide unleaded and diesel fuel for all City Departments, and to issue a Purchase Order to Gate Petroleum in the amount of \$160,000 for FY 2022.

BACKGROUND

Bid No. 17-BA-122 was established for the purchase and delivery of Unleaded Gasoline, #2 Undyed Diesel, and Dyed Diesel Fuel needs for The School Board of Clay County, The Board of Clay County Commissioners, The City of Green Cove Springs, and The Town of Orange Park. Ten (10) bids were solicited and five (5) bids were received. The vendor awarded is the lowest most qualified responsive bidder meeting specifications. Contract Period is December 1, 2019 through December 30, 2022.

FISCAL IMPACT

Fuel is charged to each department based on actual usage.

RECOMMENDATION

Authorize the purchase of fuel from Gate Petroleum through Cooperative Bid No. 17-BA-122, effective December 1, 2019 through December 30, 2022, to provide unleaded and diesel fuel for all City Departments, and to issue a Purchase Order to Gate Petroleum in the amount of \$160,000 for FY 2022.