



**AGENDA ACTION FORM**

**Consideration of a Resolution Renewing the Award of the Bid for Propane & Propane Conversion Kits**

To: Board of Mayor and Aldermen  
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-106-2026  
Work Session: April 20, 2026  
First Reading: N/A  
Final Adoption: April 21, 2026  
Staff Work By: Steve Leonard  
Presentation By: R. McReynolds

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**Strategic Focus Area: Sustainable Infrastructure**

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**Recommendation:**  
Approve the Resolution

**Executive Summary:**  
If approved, this resolution authorizes the City to renew the award for propane and propane conversion kits to Blossman Gas for an additional 12-month period with no increase at \$.325 per gallon markup above the daily laid-in propane price in Elizabethton, TN.

Bids were opened on May 23, 2018 for the purchase of Propane which includes propane conversion kits for use by the City. The City’s Invitation to Bid included a renewal option clause which allows the City to renew the award for an additional 12-month period if costs are acceptable to both parties with BMA approval.

The time frame for this renewal is July 1, 2026 through June 30, 2027.

Please see the attached documents for more information.

Funding is identified in various City and Schools accounts.

- Attachments:**
- 1. Resolution
  - 2. Bid Opening Minutes
  - 3. Recommendation Memo & Renewal Letter

	<u>Y</u>	<u>N</u>	<u>O</u>
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—