



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-138-2025

Work Session: May 19, 2025

First Reading: N/A

Final Adoption: May 20, 2025

Staff Work By: Committee

Presentation By: R. McReynolds

Recommendation:

Approve the Resolution

Executive Summary:

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. It is the recommendation of the Fleet Maintenance Manager and the Procurement Manager to extend the propane & propane conversion kits with Blossman Gas with no increase at \$.325 per gallon mark-up margin above the daily laid-in propane price in Elizabethton, TN.

The time frame for this renewal is July 1, 2025 through June 30, 2026.

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

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—