



## **FLEET MAINTENANCE DEPARTMENT**

### **City of Kingsport, Tennessee**

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**To:** Nikisha Eichmann, Assistant Procurement Manager  
**From:** Steve Leonard, Fleet Manager  
**Date:** May 2, 2025  
**Re:** Propane Purchase Recommendation

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This memo will confirm my review to renew the current contract for propane fuel & propane conversion kits for FY26. It is my recommendation to extend the current purchasing contract to Blossman Gas.

Blossman Gas service and fuel delivery times have met our expectations in the past and are expected to in the future. There are no changes in mark-up percentage or cost for propane conversion kits.

Should you have any questions on this recommendation, please do not hesitate to contact me.

Thank you.