



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 4, 2026

Originating Department: Public Works

Agenda Title: Resolution 112-11-26 - Agreement (Piggyback) - Bulk Fuel, Gasoline, Diesel, Heating and Emergency Generator and Biodiesel Fuel - Palmdale Oil Company

Agenda Category: New Business

Approved by Town Manager: _____ **Date:** _____

Cost of Item: TBD **Funding Source:** General Fund/Marina Fund

Account Number: 001-141.100 & 001-141.200/ 401-141.201 **Finance Signature:** Barbara Gould

Advertised:

Date: N/A **Newspaper:** _____

Attachments: Resolution 112-11-26

Agreement between the Town of Lake Park and Palmdale Oil Company

Reference – City of Port St. Lucie Contract No. 20180128 – Palmdale Oil Company

Reference – City of Port St. Lucie Contract No. 20180128 – Initial Agreement

Reference – Amendment No. 2 to City of Port St. Lucie Contract No. 20180128

Please initial one:

_____ Yes, I have notified everyone.

DB _____ Not applicable in this case

Summary Explanation/Background:

The Public Works Department requests the Town Commission's consideration to enter into an Agreement with Palmdale Oil Company to provide a reliable and uninterrupted bulk fuel supply of diesel, gasoline, heating, and emergency generator fuel to support Town operations, including sanitation collection, stormwater and roadway maintenance, parks services, fleet operations, marina operations and sales, as well as emergency response.

Note: The proposed Agreement would ensure that the Town purchases all fuel in a manner that is competitively solicited and in accordance with the Town's procurement policy and state law. To date, the Town has not maintained a contract with the current fuel vendor (although Palm Beach County provided pricing that appears to be competitively solicited) which is not in compliance with the Town's procurement policies and state law. This issue was identified early in 2025, and the PBC Inspector General's Office (IG) will be notified of this issue and the Town's efforts to resolve the non-compliance.

To ensure the lowest price possible, staff is recommending that the Town piggyback off the current City of Port St. Lucie competitively awarded contract, which was awarded to Palmdale Oil Company through a competitive selection process (Contract No. 20180128) for the purchase and delivery of diesel, gasoline, heating, and emergency generator fuel, as needed.

Note: Various documents related to this competitive selection process are either attached and/or available for review by contacting the Town Clerk's Office, including the City of Port St. Lucie competitively awarded Contract No. 20180128 and published addenda, as required.

The proposed piggyback Agreement with Palmdale Oil Company would establish a direct, independent procurement mechanism for future bulk-fuel deliveries; expand fuel-source flexibility; support continuity of operations and emergency readiness; and provide access to competitively established pricing, terms, and conditions.

Note: The Town and Palm Beach County (since 2017) have maintained an intergovernmental arrangement for fuel-management services and reciprocal use of fueling facilities [Palm Beach County Agreement No. R2017-0723 – 2017 & First (Renewal) Amendment No. R2022-0189 – January 8, 2022, to January 8, 2027]. Although this agreement enables the Town and PBC staff, including PBSO, to fuel at both entities' facilities (and provide payment back to the provider agency), it does not authorize the purchase and delivery of various types of bulk fuels (including fuel utilized and sold at the Town's Marina and Public Works facilities) from a petroleum vendor for the Town's facilities nor did the Town Commission approve a separate and distinct agreement for these types of purchases.

As provided within the Town's Purchasing Code, Sec. 2-249. Alternative Source Selection:

1. Cooperative purchases: Purchases utilizing contracts of other Florida entities: Notwithstanding any requirements of this division, the purchase of goods and services under a contract with a Florida municipal governmental agency, political subdivision, or government-related association for the same scope of services may be made, provided that the originating entity utilized a competitive process substantially similar to that used by the Town.

Note: Utilizing an existing competitively awarded contract will enable the Town to streamline the procurement process, benefit from pre-negotiated, volume-based pricing, and engage a vendor with a proven record of performance and technical expertise. Furthermore, piggybacking on this agreement will accelerate project mobilization, support cost control, and ensure compliance with state and local procurement requirements.

If approved, the Town Commission would accept Palmdale Oil Company pricing by piggybacking on the City of Port St. Lucie competitively awarded Contract No. 20180128, including all terms, conditions, and pricing therein. The proposed Agreement would expire on July 1, 2028 with no renewal options. The Town will not expend more than the amount within the approved budget as it may be adopted/amended each year for these goods and services over the term of this contract.

The proposed purchase prices for each of the various types of fuel that are offered within this Agreement will be dependent upon market pricing, and the markup to the Town will be defined by the approved markup amounts within the approved City of Port St. Lucie Term Contract No. 20180128.

Funding to support these fuel purchases is provided within the current FY 2027 Budget – Various Funds, including the Town’s Marina and Public Works Department Funds.

The proposed Agreement was developed by the Public Works Director and the Operations Manager, reviewed the proposed vendor, Palmdale Oil Company, the Marina Director, the Finance Director and Town Attorney.

The Town has previously worked with the proposed vendor and they have provided a quality product and good customer service.

Recommended Motion:

I move to adopt Resolution 112-11-26 and authorize a piggyback Agreement with Palmdale Oil Company for the purchase and delivery of bulk fuel supply of gasoline, diesel, heating and emergency generator and biodiesel fuel; and authorize the Mayor to execute the Agreement.