

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a contract with **The Jerry Brown Co., Inc.** for **diesel and unleaded fuel**.

Board Meeting Date: December 2, 2014
Project Name/Contract#: Fuels, Diesel and Unleaded
Primary Contact: Mike McCann Ext. 7379
Purchasing Contact: Sandra Hahn Ext.7163

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:
Original Contract Amount: \$4,000,000/5 years
Additional \$ Previously Approved: N/A
Invoices over last approval: N/A
Percentage over last approval: N/A
Amount this Request: \$4,000,000
Resulting Cumulative Total: \$4,000,000/5 years

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

Contracting Method:
Method of Solicitation: Formal Bid
If applicable, basis for exemption: N/A
Term of Agreement: January 1, 2015 to December 31, 2015
Option to Renew? Yes, up to 5 years maximum
Approval for purchases "as needed" for the life of the contract: Yes

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input checked="" type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

Narrative:

The Board is being asked to approve a new contract with **The Jerry Brown Co., Inc.** for the purchase of fuel and card-lock services.

EWEB requires bulk fuel for the operation of various vehicles and equipment and the delivery of that fuel to EWEB sites (Roosevelt Operation Center, Leaburg, and Carmen-Smith). The utility also requires card lock services, emergency deliveries, winterized diesel fuel deliveries and mobile refueling when necessary.

In October, 2014, EWEB issued a formal Invitation to Bid for the provision of diesel and unleaded fuel. The Invitation to Bid was publicly advertised and three bids were received and evaluated (The Jerry Brown Company, Tyree Oil Inc. and Carson Oil Company.) The final contractor was determined to be the lowest responsive-responsible bidder that met all bid requirements and technical specifications.

This is a requirements contract (price agreement); exact total quantities will be based on need, rather than any fixed dollar amount. No guarantee has been made with the supplier to purchase any specific annual amount. Staff estimates the annual purchases to be \$800,000 the first year, and based on information supplied by the Department of Energy for future fuel prices, we anticipate \$4,000,000 for fuel costs over the total 5-year contract period.

ACTION REQUESTED:

Management requests Board approve award of a contract with **The Jerry Brown Company, Inc.** for purchase of fuel and services on an "as-needed" basis. Funds for these purchases were budgeted for 2014, and will be budgeted annually thereafter.

SIGNATURES:

Project Coordinator: _____
Gary Lentsch

LT Manager: _____
Mike McCann

Purchasing Manager: _____
Gail Murray

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____