

# Propane Fuel CSP 151104

December 8, 2015

## SUMMARY:

This item requests approval of CSP 151104 for Propane Fuel.

## BOARD GOAL:

VI. Growth, Change and Fiscal Responsibility...demonstrate effective and efficient management of district resources.

## PREVIOUS BOARD ACTION:

The previous two year bid was approved on November 12, 2013.

## BACKGROUND INFORMATION:

While the district is not required to bid fuel per Ed. Code Chapter 44.031, quoting each fuel purchase has become very tedious. By bidding a constant fuel price per gallon over the Fuel Index Price per gallon, the district would save an enormous amount of time and eliminate excessive price increases.

## SIGNIFICANT ISSUES:

Proposals were submitted by four companies, Enderby Gas, FerrellGas, Northwest Propane and Pinnacle Propane. Services and references were evaluated by the committee consisting of Gene Holloway, Alan Wilcox, Cheryl Farmer and Kathy Arrington. With fuel prices fluctuating daily, locking in the constant will ensure the best price for the district. It has been estimated that the district will purchase an additional 10 to 15% more fuel during the term of this proposal. The vendor selected for recommendation is the best value for the district.

<u>Proposer</u>	<u>Ranking</u>	<u>Total Estimated Spending</u>
Enderby Gas	1	\$478,800.00
Northwest Propane Gas	2	\$502,950.00
Ferrellgas	3	\$533,400.00
Pinnacle Propane	4	\$671,300.00

## FISCAL IMPLICATIONS:

The cost will be paid from the Transportation Department budget.

## BENEFIT OF ACTION:

District is in compliance with bid laws and local procedures. Passage will allow the Transportation Department to expedite fuel purchases at the price for that day.

## PROCEDURAL AND REPORTING IMPLICATIONS:

None

## SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the highest ranked proposer, Enderby Gas, be accepted as the awarded vendor for one term of two (2) years with an estimated overall spending of \$478,800.00.

## STAFF PERSONS RESPONSIBLE:

Debbie Monschke, Assistant Superintendent of Administrative Services  
Gene Holloway, Interim Director of Transportation  
Alan Wilcox, Fleet Maintenance Supervisor  
Kathy Arrington, Purchasing Agent  
Cheryl Farmer, Assistant Purchasing Agent

## ATTACHMENTS:

Proposal Tabulation and Ranking

## APPROVAL:

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature of Divisional Assistant Superintendent: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_

Comments: \_\_\_\_\_