

DATE: December 2, 2019
TO: Matt Jordan, General Manager
FROM: Charles H. Carden, Chief Operating Officer *CHC*
SUBJECT: Fuel Supply Services: Gasoline & Diesel, Contract No. 2020-703 – *Approve*

SUMMARY

Tampa Bay Water uses fuel products for generators, fleet and other mechanical equipment at select locations. The current contract for supply of this product is set to expire on December 31, 2019. Staff is requesting to award Contract No. 2020-703 to Port Consolidated, Inc. as a piggyback of Pinellas County Board of County Commissioners Contract #145-0387-B(PF).

RECOMMENDATION

Approve Contract No. 2020-703 with Port Consolidated, Inc. for Fuel Supply Services.

COST/FUNDING SOURCE

Not to Exceed \$312,500.00 - Approved FY 2020 Uniform Rate

DISCUSSION

The current contract for Fuel Supply Services will expire on December 31, 2019. Agency staff evaluated a contract entered into by the Pinellas County Board of County Commissioners and Port Consolidated, Inc. for Fuel (Gasoline & Diesel) and found that it meets the requirements of Tampa Bay Water and pricing is fair and reasonable. Contract #145-0387-B(PF) was awarded on December 16, 2015 and expires on December 15, 2020.

In order to evaluate the qualifications of Port Consolidated, Inc., agency staff conducted reference checks with Pinellas County staff to confirm contract compliance, service and performance, verified corporation information with the Division of Corporations on www.sunbiz.org and evaluated the contract specifications.

The Board of Directors adopted Tampa Bay Water's Purchasing Procedures Manual on April 21, 2014 which allows the purchase of commodities and contractual services from the purchasing agreements of other special districts, municipalities, or counties ("piggyback.").

The proposed piggyback agreement has been approved as to form by Tampa Bay Water General Counsel's Office.

mj