



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Ted Wheeler, Mayor

Tom Rinehart, Chief Administrative Officer

Jennifer Cooperman Chief Financial Officer and Director BRFS

Larry Pelatt
Chief Procurement Officer
Procurement Services

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REGULAR AGENDA

January 31, 2018

TO THE COUNCIL:

The CityFleet Division of the Bureau of Internal Business Services furnishes the fuel used by City of Portland authorized vehicles and equipment.

On April 5, 2017, City Council passed Ordinance No. 188307 authorizing a competitive solicitation for the purchase of fuel for an estimated amount of \$32,500,000.

On October 25, 2017, the Chief Procurement Officer advertised ITB No. 00000560 and ten (10) bids were received and opened on November 28, 2017. All responses were deemed responsive to the requirements of the solicitation. The City issued a Notice of Intent to Award Price Agreements to Associated Petroleum Products and CECO, Inc. on December 5, 2017 with the intent of using the CECO, Inc Agreement only for emergency purposes. No protests were received.

Both Associated Petroleum Products and CECO, Inc. have current City of Portland business tax registration accounts, are in compliance with the City's Equal Benefits Program, and have current EEO Certifications. The Bureau's level of confidence in the cost estimates is high as there is good historical information regarding purchases made for these types of items by the Bureau.

Awarding price agreements to Associated Petroleum Products and CECO, Inc. will allow CityFleet to continue to provide fuel for City vehicles in the most efficient and cost effective manner. It is requested that City Council authorize a price agreement with Associated Petroleum Products for a Not To Exceed amount of \$32,000,000 (Thirty Two Million dollars) for a five (5) year term and a price agreement with CECO, Inc. for a Not to Exceed amount of \$500,000 (Five Hundred Thousand dollars) for a five (5) year term.

Recommended by:

A handwritten signature in black ink, appearing to read "Larry Pelatt".

Larry Pelatt
Chief Procurement Officer


LP:ca


An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

Agenda No.
REPORT
Title

Authorize five-year price agreements for purchase of fuel from Associated Petroleum Products for ~~an amount~~ not to exceed \$32,000,000 and from CECO, Inc. for ~~an amount~~ not to exceed \$500,000.
(Procurement Report – Project #121020)
No.

INTRODUCED BY Commissioner/Auditor: Mayor Wheeler	CLERK USE: DATE FILED <u>JAN 23 2018</u>
COMMISSIONER APPROVAL	Mary Hull Caballero Auditor of the City of Portland By: <u></u> Deputy ACTION TAKEN: JAN 31 2018 ACCEPTED PREPARE CONTRACT
Mayor—Finance & Administration - Wheeler <u>ll</u>	
Position 1/Utilities - Fritz	
Position 2/Works - Fish	
Position 3/Affairs - Saltzman	
Position 4/Safety - Eudaly	
BUREAU APPROVAL	
Bureau: OMF Bureau of Revenue and Financial Services Bureau Head: Jennifer Cooperman <u></u>	
Prepared by: Cate Antisdell Date Prepared: December 15, 2017	
Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
City Auditor Office Approval: required for Code Ordinances	
City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan	
Council Meeting Date: January 31, 2018	

AGENDA
TIME CERTAIN <input type="checkbox"/>
Start time: _____
Total amount of time needed: _____ (for presentation, testimony and discussion)
CONSENT <u></u>
REGULAR <input checked="" type="checkbox"/> 20
Total amount of time needed: <u>20</u> minutes (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz <input checked="" type="checkbox"/>	
2. Fish	2. Fish <input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman <input checked="" type="checkbox"/>	
4. Eudaly	4. Eudaly <input checked="" type="checkbox"/>	
Wheeler	Wheeler <input checked="" type="checkbox"/>	