



Approve the Release of a Request for Proposal for Joint Purchase of Fuel & Lubricants

Consent

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Attachments: No

Approved by: James Corless

Referring Committee: Policy & Innovation

Issue:

Approval of the release of a request for proposals (RFP) for automotive fuel and lubricants that pools together local government annual purchasing and authorize the executive director to select a vendor, and negotiate and execute a contract with the selected vendor.

Recommendation:

The Policy & Innovation Committee recommended that the board authorize the Executive Director to: (1) release an RFP for the joint purchase of fuel and lubricants; (2) authorize the Executive Director to select a vendor; and (3) authorize the Executive Director to negotiate and execute a contract with the selected vendor.

Background/Analysis:

This item maintains our current available services focused on building out our council of governments role by performing a re-solicitation of our joint purchase of fuel and lubricant contract.

In 2014 and again in 2019, SACOG established a master agreement for fuels and lubricants on behalf of cities, counties and special districts in the region. This solicitation will mirror the prior approach by pooling together each local government agency's fuel purchasing data into a comprehensive proposal, where it will be released as a single procurement.

The agreement will be available to local governments on an on-demand or as-needed basis structured as an indefinite quantity-indefinite delivery solicitation, requiring no formal commitment from participating agencies. The RFP will be structured to allow for multiple vendor awards under one agreement. Fifteen agencies have been consistently using the master agreement to purchase fuel and lubricant over the life of this contract.

Our current contract is effective through September 1, 2024. The term of the new contract will be three years with two one-year options to extend.

Discussion/Analysis:

The pooled purchasing approach offers cost savings through bulk purchase and saves a substantial amount of time by reducing soft services required to complete a competitive solicitation process by each local

government. The current contract is used by 15 cities, counties, and special districts across the region to purchase automotive fuel and lubricant.

Fiscal Impact/Grant Information:

SACOG receives an administrative fee based on the gallons of fuel purchased in order to support regional and cooperative efforts as a council of governments.