City Council Agenda #4C
Meeting of June 8, 2010

CITY OF BELMONT

FROM: Public Works, Rico Acquisti

RE: Resolution Authorizing a Purchase Order for Unleaded Gasoline and Diesel Fuel from Valley Oil Company for an Amount not to Exceed $25,000

City Councilmembers:

Description of Purchase Request
City Council is requested to authorize a purchase order for unleaded gasoline and diesel fuel from Valley Oil Company for an amount not to exceed $25,000 to purchase fuel for Belmont City vehicles.

Financial Implications
The amount of the purchase order will be $25,000. The funding source is in the budget for FY 2010, Account Number 573-0-000-1711/Fuel. Fleet Management purchases fuel in bulk which allows the City to receive discount pricing and eliminates delivery fees. Fleet Management received three quotes and the quote from Valley Oil Company was the least expensive.

Alternatives
1. Take no action.
2. Refer back to staff for further information.

Attachments
A. Resolution

Respectfully submitted,

Rico Acquisti Senior Mechanic	Carlos de Melo Acting Public Works Director
Jonathan Gervais Acting Public Works Director	Thomas Fil Acting City Manager

Staff Contact:
Rico Acquisti, Senior Mechanic
650-595-7466
racquisti@belmont.gov

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT AUTHORIZING A PURCHASE ORDER FOR UNLEADED GASOLINE AND DIESEL FUEL FROM VALLEY OIL COMPANY FOR AN AMOUNT NOT TO EXCEED $25,000

WHEREAS, the City's purchasing policy requires that purchases exceeding $5,000 must be approved by the City Council; and,

WHEREAS, the Public Works Department, Fleet Management Division, purchases fuel for Belmont City vehicles; and,

WHEREAS, Fleet Management purchases fuel in bulk which allows the City to receive discount pricing and eliminates delivery fees; and,

WHEREAS, Fleet Management received three quotes and the quote from Valley Oil Company was the least expensive; and,

WHEREAS, the funds necessary for this on-going operational expense are included in the FY 2010 budget, Account Number 573-0-000-1711/Fuel.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Belmont authorizes the purchase order to Valley Oil Company for unleaded gasoline and diesel fuel for the amount not to exceed $25,000.

* *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on June 8, 2010 by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS:_____

ABSTAIN, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS:_____

_____
CLERK of the City of Belmont

APPROVED:

_____
MAYOR of the City of Belmont