



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		6/14/10			
Department:		Purchasing/Fleet			
Department Head		Mike Ryan/Reid Choate			
Agenda Coordinator (include phone #): <b>Earl Whitaker x7074</b>					
<b>CAPTION</b>					
To approve a one (1) year contract with five (5) optional renewals for the purchase of Fleet Fuel Cards for the Fleet Department in an estimated amount of \$1,500,000 from Mansfield Oil Company through an existing contract/agreement with Tarrant County, and authorizing the City Manager to execute all necessary documents (Tarrant County Bid No. 2010-056).					
<b>FINANCIAL SUMMARY</b>					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	<b>2009/10; Annual Contract with Renewals</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget		0	5,046,200	1,500,000	<b>6,546,200</b>
Encumbered/Expended Amount		0	-1,480,094	0	<b>-1,480,094</b>
This Item		0	-700,000	-1,500,000	<b>-2,200,000</b>
BALANCE		0	2,866,106	0	<b>2,866,106</b>
<b>FUND(S):    EQUIPMENT MAINTENANCE FUND</b>					
<p><b>COMMENTS:</b> This item approves price quotes. Expenditures will be made in the Fleet Services Department based on need within the approved budget appropriations for each year of the contract. The estimated amount to be spent in FY 2009-10 is \$700,000. The estimated future annual amount is \$1,500,000, which will be made within approved budget appropriations.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing Fleet Fuel Cards and Management Services for Fleet Services relates to the City's Goal of a "Financially Strong City with Service Excellence".</p>					
<b>SUMMARY OF ITEM</b>					
<p>Staff recommends the approval of a one (1) year contract with five (5) optional renewals for the purchase of Fleet Fuel Cards for the Fleet Department in an estimated amount of \$1,500,000 through an existing contract/agreement with Tarrant County. Estimated expenditure for the remainder of fiscal year 09-10 is \$700,000. The City is authorized to purchase from a Local Cooperative Organization pursuant to Section 271 subchapter F of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for Items (Tarrant County Bid No. 2010-056).</p>					



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List of Supporting Documents: Award Memo	Other Departments, Boards, Commissions or Agencies



## **MEMORANDUM**

Date: April 20, 2010  
To: Earl Whittaker, Buyer  
From: Reid Choate, Fleet Manager  
Subject: Fleet Fuel Card and Management Services

It is the recommendation of Fleet Services to enter into an annual contract for Fleet Fuel cards and Management Services from Mansfield Oil Co. through the Tarrant County contract #2010-056. This contract is for a period of one year with an option of 5, one year renewals.

Our current contract with Fuelman expires on July 15, 2010. The new contract with Mansfield Oil Co. through Tarrant County offers the City approximately 200 locations for fueling within the City compared to Fuelman which currently only offers approximately 25.

Approximate annual expenditures for this item will be \$1,500,000. Expenditures for the remainder of FY09-10 is estimated to be \$700,000.00.

If you have any questions, please contact me at 4182.