



**Department of Purchasing and Contracting
NON-COMPETITIVE PROCUREMENT REQUEST FORM**

Requesting Department: PW - Sanitation
 Department Contact Person: Tina Phan Telephone: 404 294-2708
 Email: tphan@dekabcountyga.gov

Requisition Number: _____ Suggested Supplier: PS Energy Group, Inc.
 Estimated Amount of Purchase: \$ 225,000.00
 Detailed Description of the Goods or Services to be purchased: Compressed Natural Gas for Sanitation garbage trucks/vehicles.

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: _____

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

There are only 2 nearest CNG fuel stations within the 20 mile radius from the Seminole Landfill station, owned by PS Energy Group, Inc. It is cost effective and most convenient for Sanitation to utilize these fuel stations for its CNG trucks/vehicle. See below for further information.

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

No

3. Explain the impact to the County or Public if this request is not approved.

If this request is not approved, Sanitation would have to redirect its CNG trucks/vehicles to the contract CNG station located on Buford Highway that is approximately 70 minutes driving distance from its operations.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name): Tracy Hutchinsor Signature: [Signature] Date: 3/12/19

Do Not Write Below -- for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) _____ Signature: _____ Date: _____

Procurement Manager (Typed/Printed Name) P Head Signature: [Signature] Date: 3/12/19

Approved Not Approved

Signature: [Signature], Director, Department of Purchasing and Contracting Date: 3/12/19

P&C Rev. 8/21/2017

Print Form

Handled by manager

(Additional information, attach pages if required):

The Sanitation Division utilizes CNG fuel for its entire fleet of CNG garbage trucks/vehicles. The Seminole Landfill CNG fuel station, owned by Sanitation, will be inaccessible for approximately one month, beginning the end of April or early May, due to repairs on the natural gas pipeline by the Atlanta Gas Light Company.

Currently, our contract with AFS is for one CNG station located on Buford Hwy. I contacted AFS, and they do not have any CNG station that is within the 20-mile radius from the landfill.

During the shutdown period of our CNG station, we will need to redirect our CNG trucks/vehicles to the nearest two CNG stations owned by PS Energy.

I contacted PS Energy, and they are willing to allow our trucks to purchase fuel at their stations using their company's CNG fuel cards. The fuel cards will be issued within 4-5 business days upon the receipt of a purchase order. Sanitation has about 184 trucks/vehicles. We estimate that the cost for this one-month period will be approximately \$150K - \$175K. Below are the two nearest CNG stations:

2490 Lithonia Industrial Blvd.
Lithonia, 30058

1833 Tucker Industrial Blvd.
Stone Mountain, 30084



ps energy group inc

March 4, 2019

Ms. Talisa Clark, CPO
DeKalb County Department of Purchasing & Contracting

Re: CNG Fuel Stations

Dear Ms. Clark:

This letter will confirm that PS Energy Group's CNG Fuel Stations which are located at 2490 Lithonia Industrial Blvd., Lithonia, GA 30058 and at 1833 Tucker Industrial Blvd., Stone Mountain, GA 30084 are the closest existing CNG fuel stations within 20 miles of the County's Sanitation Seminole Road Landfill and the East Collection Lot locations and are also the most convenient for your vehicles to access.

If you have any questions, please do not hesitate to contact me at (404) 609-0548.

Sincerely,

Business Development Representative