

TO: Reginald Wells, Director, Department of Watershed Management,
Clyde Stovall, Director, Facilities Management
Vernetha Halls, Assistant Director, Fleet Management
Police Chief Mirtha Ramos, Director, Police Services
Oliver R. Hunter, Director, Sheriff's Office

FROM: Kyheem Bristol, Procurement Agent, Team A

SUBJECT: ITB No. 20-101301 Red Dyed Diesel Fuel (Multiyear Contract)

DATE: March 19, 2021

It is requested that you do the following:

1. Please review the attached bids associated with the above referenced solicitation and provide your award recommendation. You are looking for the lowest, responsive and responsible bidder. Your review should ensure that you are confident that your recommended supplier(s) can in fact provide the goods and services required.
2. Please provide the following information in the space provided on page two:
 - a. Specific justification why in your professional opinion the recommended vendor should be awarded the contract.
 - b. Advise of any problems in connection with the selected vendor(s), if any exist.
 - c. If you find bidders who offer lower prices than your recommended supplier(s), then you must provide specific justification why they are either non-responsive* (did not follow the instructions found in the solicitation) or non-responsible** (not able to perform/deliver as minimally required according to the scope of work found in the solicitation).

**Note – The Department of Purchasing and Contracting is ultimately responsible in determining if a bidder is non-responsive, but input/feedback from the user department is always important to us.*

***Note – The user department and the Department of Purchasing and Contracting must mutually agree before determining if a bidder is non-responsible.*

3. Return required documents within *ten (10)* business days.

If you have any questions, please call me at (404) 371-7063.

ITB No.: ITB No. 20-101301 Red Dyed Diesel Fuel (Multiyear Contract)

User Department's Recommendation

Recommended Bidder: Delta Fuel Company, LLC meets our approval.

Amount Spent on Previous Contract: _____

Name of Fund: Facilities Management – Electrical.General Fund - 01120.522203.100

Project Amount This Term: \$60,000.00

Initial Year - \$20,000.00

2nd Year - \$20,000.00

3rd Year - \$20,000.00

Justification:

Facilities Management recommends Delta Fuel Company, LLC as a responsive and responsible bidder.

Clyde D. Stull Director

Name, Title

Date

Clyde D. Stull

Department Director

Date July 30, 2021



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User Department's Recommendation

Recommended Bidder: Delta Fuel Company, LLC meets our approval.

Amount Spent on Previous Contract: n/a

Name of Fund: Enterprise (511)

Project Amount This Term: \$208,500.00 (3 years)

Justification:

The Department of Watershed Management (DWM) recommends Delta Fuel Company, LLC as the recommend bidder based on the total from the bid tabulation form. The bidder is the lowest, responsive, responsible bidder according to the price quoted. This contract is utilized to provide red dye diesel fuel for off road equipments and vehicles , emergency generators and emergency diesel pumps at various county facilities.

Please note that this is a multi-year contract and the amount of \$208,500.00 amount reflects the total for 3 years :

1st Year - \$69,500

2nd Year - \$69,500

3rd Year - \$69,500

Reginald Wells, Director

Name, Title
Date

Reginald Wells

Department Director
Date

Digitally signed by Reginald
Wells
Date: 2021.03.24 16:52:17
-0400'

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ITB No.: ITB No. 20-101301 Red Dyed Diesel Fuel (Multiyear Contract)

User Department's Recommendation

Recommended Bidder: Delta Fuel Company meets our approval.

Amount Spent on Previous Contract: \$10,373.43

Name of Fund: 215 E911

Project Amount This Term: \$10,500

Justification:

Recommendation of award to sole bidder for fueling tower sites

Initial \$3,500
Year 2 \$3,500
Year 3 - \$3,500

Janet A Anderson, Fiscal Officer Sr 3/22/21
Name, Title
Date

Douglas M. Bentley Jr.
Department Director
Date 3/22/2021



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ITB No.: ITB No. 20-101301 Red Dyed Diesel Fuel (Multiyear Contract)

User Department's Recommendation

Recommended Bidder: BOSWELL OIL COMPANY meets our approval.

Amount Spent on Previous Contract: \$ 3,000.00

Name of Fund: GENERAL (03720.531276.100

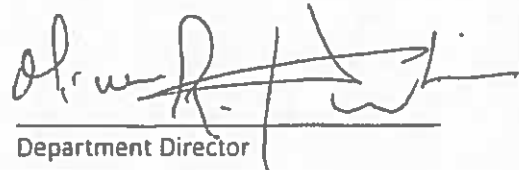
MPH

Project Amount This Term: \$12,000.00 \$4,000 for 3 years
Initial - \$4,000
Year 2 - \$4,000
Year 3 - \$4,000

Justification: FUEL NEEDED TO RUN GENERATORS & FZAE PUMP
IN EVENT OF POWER OUTAGE

M. AYKO / SUPPLY COORDINATOR 8-11-21

Name, Title
Date



Department Director
Date