

1 **BILL NO. S-21-01-14**

2 SPECIAL ORDINANCE NO. S-_____

3 AN ORDINANCE approving PURCHASE OF DIESEL
4 FUEL CONSUMED AT LASSUS STATIONS FOR
5 USE BY ALL CITY DEPARTMENTS - \$150,000.00 by
6 the City of Fort Wayne, Indiana, by and through its
7 Department of Purchasing and LASSUS BROS. OIL,
8 INC. for the Fleet Operations Department.

9 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON**
10 **COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

11 **SECTION 1.** That the PURCHASE OF DIESEL FUEL CONSUMED
12 AT LASSUS STATIONS FOR USE BY ALL CITY DEPARTMENTS - \$150,000.00
13 by and between the City of Fort Wayne, by and through its Department of
14 Purchasing and LASSUS BROS. OIL, INC. for the Fleet Operations, respectfully
15 for:

16 THE PURCHASE OF 65,000 GALLONS OF DIESEL FUEL AT
17 LASSUS STATIONS

18 involving a total cost of ONE HUNDRED FIFTY THOUSAND AND 00/100
19 DOLLARS – (\$150,000.00). A copy of said Contract is on file with the Office of the
20 City Clerk and made available for public inspection, according to law.

21 **SECTION 2.** That this Ordinance shall be in full force and effect from
22 and after its passage and any and all necessary approval by the Mayor.

23 _____
24 Council Member

25 APPROVED AS TO FORM AND LEGALITY

26 _____
27 Carol Helton, City Attorney
28
29
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COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	Lassus Diesel @ Lassus locations
Awarded To	Lassus Brothers Inc.,
Amount	\$150,000
Conflict of interest on file?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of Registrants	
Number of Bidders	NA
Required Attachments	

EXTENSIONS

Date Last Bid Out	
# Extensions Granted To Date	

SPECIAL PROCUREMENT

Contract #/ID <i>(State, Federal, Piggyback--Authority)</i>	
Sole Source/ Compatibility Justification	Twenty-eight locations throughout the City stations close to Fire stations and north maintenance street facility. Closer fueling sites not going out of service to fuel up.

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	Purchase off Spot pricing/OPIS.
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	Supplies Diesel fuel at twenty eight locations throughout the City emergency vehicles/Fire trucks not having to go out of service for a long period of time traveling to fuel up at the City complex on Lafayette street. Station close to the Street department north maintenance facility

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	

FUNDING SOURCE

<i>Account Information.</i>	Fleet Department budget line 406CNTC3 5232

Memo

To: City Council
From: Larry Campbell, Director of Fleet Operations
Date: January 8, 2021
Re: Diesel Fuel Lassus Brothers INC, 2021

Dear Council

In regard to the Diesel Fuel for 2021 contract with Lassus Brothers INC, estimated not to exceed \$150,000. for 65,000 Gallons. Per gallon price is of OPIS pricing which changes daily. Pricing of this commodity changes on a daily basis.

This is a unique opportunity to obtain diesel fuel for 2021 from twenty-eight local stations throughout the area. This is used by the Public safety/Fire Department and Street Department throughout the year so they do not have to drive back to the Lafayette street complex to refuel having to go out of service. Along with City Utilities departments in emergency such as a flood to keep the large pumps running.

City Fleet Management is able to download transactions from Lassus daily and import into the City Fleet management software program just like if they had fueled at the City complex.

Lassus Brothers is registered as buy Indiana and local Fort Wayne Company

Thank you Larry Campbell

G/ drive shared award letters 2020 Diesel Fuel Lassus 2021