

Stanwood Camano School District

TO : BOARD OF DIRECTORS
FROM : GARY PLATT, EXECUTIVE DIRECTOR – BUSINESS SERVICES
SUBJECT : DIESEL FUEL BID - CONTRACT AWARD
DATE : AUGUST 2, 2016
TYPE : ACTION NEEDED



On June 21, 2016, the board approved a call for bids for diesel fuel. The bid closing date was July 12, 2016. Only one firm submitted a bid. The sole bidder, was Petroleum Trader Corporation.

The bid pricing is based on the average per gallon rack (wholesale refinery) price plus a markup of \$0.0339 per gallon. The previous contract with IPC USA, set the markup rate at \$0.0075 per gallon. Unfortunately, IPC USA did not submit a bid.

The contract term under this bid is for the 2016-17 school year. The contract may be renewed, at district discretion, for two more one-year terms. This will allow time for staff to determine if the quality of fuel and the level of service provided under the contract is acceptable prior to renewing the contract for additional terms.

Recommendation:

We recommend the board *move to award the contract for diesel fuel to the low bidder, Petroleum Trader Corporation.*