

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #49 (2005-2006)

October 24, 2005

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: ARCTIC GRADE DIESEL FUEL

ASD Goal: *Ensure public accountability through the wise use of financial resources.*

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to award a contract to Suburban Propane as shown on the attached Tabulation of Bids for furnishing Arctic Grade Diesel Fuel (Attachment A) in an estimated amount not to exceed \$294,385 for a one-year period with an option to renew for an additional three (3) one-year periods.

PERTINENT FACTS:

The Invitation to Bid for Arctic Grade Diesel Fuel is for a one-year period with an option to renew the contract for three (3) additional one-year periods. The Arctic Grade Diesel Fuel recommended for award on this Invitation to Bid is for the Transportation Facility.

This invitation to bid allows for storage, supplying and delivery of automotive arctic grade diesel fuel with less than 5 percent sulfur content. The bid is based on delivery into the tanks at the Transportation Facility on a per gallon basis. The District will provide a diesel lubricator supplement. This supplement will be stored at the vendor location to be mixed when fueling.

The District's cost of fuel will be based upon the Oil Producers Information Service (OPIS) weekly contract average price for the Anchorage, Alaska area. The price of fuel will fluctuate according to the weekly OPIS report for the Anchorage area. The invitation to bid is based on the delivery charge of -\$0.046, which will be subtracted from the OPIS weekly contract average per gallon price. The previous contract, which was also held by Suburban Propane, was bid at a

delivery charge that was -\$0.066 per gallon. The bid was for an estimated 164,000 gallons of fuel per year. Quantities were based on actual usage over the past five years and are estimates only.

The following are attached for review by the School Board:

- 1) Tabulation of Bids for Arctic Grade Diesel Fuel (Attachment A)
- 2) Abstract of Bid (Attachment B).

CERTIFICATION OF FUNDS:

Funds Description:

- (01) General Fund (2005-2006)
- (1081) Bus Operations
- (4100) Gasoline

<u>Fund Source:</u>	<u>Fund</u>	<u>Funding Source</u>	<u>Account Code</u>	<u>Amount</u>
Pupil Transportation	01	108101	4100	\$294,385

CC/GV/PC/CW

Attachments

Prepared by: Christine Wright, Sr. Purchasing Agent
Pamela K. Chenier, Director, Purchasing/Warehouse

Approved by: George Vakalis, Assistant Superintendent, Support Services

ANCHORAGE SCHOOL DISTRICT
PURCHASING DEPARTMENT
4919 VAN BUREN ST.
ANCHORAGE, AK 99517-3188

ATTACHMENT A

TABULATION OF BIDS

VENDORS

- | | | | |
|---|--|---|--|
| <p>1. Inlet Petroleum Company
459 W. Bluff Drive
Anchorage, AK. 99501</p> | <p>2. Petro Products
6401 Lake Otis Parkway
Anchorage, AK. 99507</p> | <p>3. Service Oil & Gas, Inc.
7941 Sandlewood Place
Anchorage, AK 99507</p> | <p>4. Suburban Propane
1200 Whitney Road
Anchorage, AK 99501</p> |
|---|--|---|--|

				1	2	3	4
LINE ITEM	EST QTY	UNIT	PRODUCT DESCRIPTION	+/-	+/-	+/-	+/-
1	164,000	Gallons	Delivery Charge (Added to or Subtracted from)	\$ 0	+\$0.035	+\$0.0497	-\$0.046

ANCHORAGE SCHOOL DISTRICT
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ABSTRACT OF BID

Commodity or Service:	ITB2005-510 <u>Arctic Grade Diesel Fuel</u>
Bids Opened:	2:00 P.M., Anchorage Time <u>September 15, 2005</u>
Budget Fund:	<u>General</u>
Number of Invitations Sent:	<u>Thirty-three (33)</u>
Number of Responsive Bids Received:	<u>Four (4)</u>
Number of Non-Responsive Bids Received:	<u>None</u>
Number of "NO BIDS" Received:	<u>None</u>
Advertised Date:	Anchorage Daily News <u>August 30, 2005</u>
Prebid Conference Held:	10:00 A.M., Anchorage Time <u>September 7, 2005</u>
Addenda Issued:	<u>None</u>

