

City of Bethel Action Memorandum

Action memorandum No.	18-56		
Date action introduced:	July 24, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:	July 24, 2018	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Action Title: Authorizing the City Manager to negotiate and execute a contract with the top scoring proposer for Bulk Fuel Services.

Attachment(s): Proposed Contract for Services

Department/Individual:	Initials:	Remarks:
Pete Williams, City Manager		
Jim Wyckoff, Purchasing Agent		
Patty Burley, City Attorney		Procurement process complied with BMC & AK law

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
XX	Funds in City Budget.	Spread amongst numerous departments
	Funds not in City Budget.	

Summary Statement:

On May 23, a Request for Proposals for Bulk Fuel was released. The RFP was open until June 15, 2018. During the time it was open, no questions were submitted, and no protests as to the RFP itself were received. No protests to the award were received either.

A total of two (2) responses were received and scored by a team of 3 employees. Scoring was overseen by the Purchasing Agent. After reviewing and scoring the proposals, the one with the highest score was chosen.

Summary of Scores

	Company A (Chosen)	Company B (not chosen)
Price	120	90
Security	24	30
Charges at Pump	71	75
Employment Practices	45	45
Measurement Tools	28	30
TOTAL	288	270

A proposed contract is attached.