OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS

BOARD OF DIRECTORS COMMUNICATION
FEBRUARY 18, 2014, AGENDA

Subject:	**Action Required:**	**Approved By:**
To establish an annual purchase order for the purchase of fuel for all City Fleet Units.	Ordinance √ **Resolution** Approval Information Report	
Submitted By: Fleet Services Department		Bruce T. Moore City Manager

SYNOPSIS	Approval of a resolution authorizing the City Manager to enter into a contract with Mid-South Sales for the purchase of fuel for use in all City of Little Rock Fleet Units. This annual purchase order (APO) is for one (1)-year, with an option to renew annually for two (2) additional years.
FISCAL IMPACT	Purchases under this APO are estimated to be $ 3,570,000.00 annually. Funds for this purchase are allocated in the Fleet Services Fuel account #600011-63390.
RECOMMENDATION	Approval of the resolution.
CITIZEN PARTICIPATION	N/A
BACKGROUND	Fleet Services Staff developed specifications for the formal bidding process. Five (5) bids were received meeting specifications, with Mid-South Sales submitting the lowest qualifying bid.