



Open Session Item

SUBJECT: Contract Award (PUR-1707) for Gasoline and Diesel Fuel Deliveries

PRESENTATION DATE: November 19, 2024

PRESENTATION BY: Brandi Naugle, CPPO, Buyer, Purchasing Department; Zane Rowe, Deputy Director, Washington County Highway Department.

RECOMMENDED MOTION: Move to award the bids for gasoline and diesel fuel transport deliveries under four (4) separate contracts to the responsive, responsible bidders who submitted the lowest bids. Item No. 7 of the bid will be contingent upon individual departmental requirements.

1. Contract for **gasoline tank-wagon deliveries** to **James River Solutions LLC of Ashland, VA** at the unit bidder factor prices as stated in its bid dated October 17, 2024.
2. Contract for **gasoline transport deliveries** to **Petroleum Traders Corporation of Fort Wayne, IN.** at the unit bidder factor prices as stated in its bid dated October 18, 2024.
3. Contract for **diesel tank-wagon deliveries** to **James River Solutions LLC of Ashland, VA** at the unit bidder factor prices as stated in its bid dated October 17, 2024.
4. Contract for **diesel transport deliveries** to **Petroleum Traders Corporation of Fort Wayne, IN.** at the unit bidder factor prices stated in its bid dated October 18, 2024.

REPORT-IN-BRIEF: The following tabulations listed below were made from the bids received on October 21, 2024, based on the bid factor submitted for the contract period that is tentatively to begin on December 1, 2024, and end on November 30, 2025. The contracts are for a one (1) year term with no option to renew. These are requirements contracts and the County guarantees neither a maximum nor a minimum quantity.

The Invitation to Bid was advertised on the State of Maryland's eMMA "*eMaryland Marketplace Advantage*" website, on the County's website, the County's new online bidding site and in the local newspaper. Thirty-five (35) persons/companies registered/downloaded the bid document online and seven (7) bids were received. The bids were evaluated based on the bidder's bid factor; bids were submitted as per the attached bid tabulation.

DISCUSSION: The contract requirements for the City of Hagerstown, Washington County Public Schools and Hagerstown Community College are also included in the above recommendations. Those entities will also make their own formal contract awards.

FISCAL IMPACT: Funds are available in various departmental operating budgets for fuels.

CONCURRENCES: N/A

ATTACHMENTS: The complete Bid Tabulation may be viewed online at <https://www.washco-md.net/wp-content/uploads/purch-pur-1707-bidtab.pdf>