



## STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** July 7, 2022

**Staff Contact:** Carol Akers, Purchasing & Contracts Administrator and Darren Schulz, Public Works Director

**Agenda Title:** For Possible Action: Discussion and possible action regarding purchase authority under joinder contracts for a total amount not to exceed \$1,137,554 for Fiscal Year (“FY”) 2023 to secure: (1) bulk fuel and related delivery services utilizing State of Nevada joinder contract 99SWC-NV20-4287 with Interstate Oil Company (“Interstate”), 99SWC-NV20-4867 with Carson Valley Oil Co., Inc. (“Carson Oil”) and 99SWC-NV20-4283 with Flyers Energy, LLC (“Flyers”); and (2) additional fuel access through a card lock fueling network using State of Nevada joinder contract 99SWC-NV21-7551 with Pilot Thomas Logistics, LLC (“Pilot”). (Carol Akers, cakers@carson.org and Mike Shaffer, mshaffer@carson.org)

**Staff Summary:** Through these joinder contracts, the City purchases bulk fuel for City-owned vehicles and provides a card lock fueling network which allows City employees to refuel City vehicles when unable to refuel at a City refueling location.

**Agenda Action:** Formal Action / Motion

**Time Requested:** Consent

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### **Proposed Motion**

I move to approve the purchase authority as presented.

### **Board's Strategic Goal**

Efficient Government

### **Previous Action**

N/A

### **Background/Issues & Analysis**

The joinder contracts with Interstate, Carson Oil and Flyers (collectively, “Bulk Fuel Contracts”) permit the purchase of bulk fuel and associated delivery services. Since bulk fuel prices fluctuate daily, the Bulk Fuel Contracts require that each daily purchase be made from the lowest cost supplier, which is determined by obtaining quotes from the three contracted vendors in the region to determine the lowest cost for the day.

The joinder contract with Pilot would permit City employees to purchase fuel for an amount based on market fluctuations at gas stations through the card lock fueling network when fuel through the Bulk Fuel Contracts is unavailable.

The FY 2023 not to exceed amount of \$1,137,554 is for the entire City and based on the budgets for each City department that will utilize these joinder contracts, as provided in the supporting materials. The updated FY 2023 fuel cost projections are based on current fuel pricing and historical monthly fuel consumption.

This is an annual request; the purchase amount exceeds \$50,000 and therefore requires Board of Supervisors' approval pursuant to City policy.

The Bulk Fuel Contracts, detailed below, all expire January 31, 2024:

- 99SWC-NV20-4287 between the State of Nevada and Interstate
  - 99SWC-NV20-4867 between the State of Nevada and Carson Oil
  - 99SWC-NV20-4283 between the State of Nevada and Flyers
- [https://purchasing.nv.gov/Contracts/Documents/Bulk\\_Fuels/](https://purchasing.nv.gov/Contracts/Documents/Bulk_Fuels/)

The card lock joinder contract, detailed below, expires March 31, 2025:

- 99SWC-NV21-7551 between the State of Nevada and Pilot
- [https://purchasing.nv.gov/Contracts/Documents/Fuel\\_Card\\_Lock/](https://purchasing.nv.gov/Contracts/Documents/Fuel_Card_Lock/)

**Applicable Statute, Code, Policy, Rule or Regulation**

NRS 332.195

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** City-wide vehicle fuel/oil accounts that were approved in the FY 2023 budget. See attached spreadsheet.

**Is it currently budgeted?** Yes

**Explanation of Fiscal Impact:** Each department will manage their account. FY 2023 expenditures will not exceed \$1,137,554.

**Alternatives**

Do not approve joinder contracts and purchases and/or provide alternative direction to staff.

**Attachments:**

[Vehicle Fuel 2023.pdf](#)

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____

\_\_\_\_\_  
(Vote Recorded By)

Org	Object	Dept	Description	2020 Actual	2021 Actual	2022 Revised Budget *	2022 Actual (6-14-2022)	2023 Revised Budget
1010400	500660	Assessor	VEHICLE FUEL/OIL	475.15	520.89	1,400.00	567.41	1,400.00
1010500	500660	DA's Office	VEHICLE FUEL/OIL	1,044.63	2,147.99	3,000.00	2,195.68	3,000.00
1010620	500660	Purchasing	VEHICLE FUEL/OIL	896.47	995.52	1,000.00	498.21	1,000.00
1010710	500660	IT	VEHICLE FUEL/OIL	128.81	927.86	735.00	1,185.25	735.00
1011425	500660	Planning	VEHICLE FUEL/OIL	1,123.44	1,251.22	1,425.00	1,411.39	1,425.00
1012005	500660	Sheriff:Admin	VEHICLE FUEL/OIL	8,206.26	6,516.36	5,800.00	10,714.68	5,800.00
1012011	500660	Sheriff: Investigations	VEHICLE FUEL/OIL	20,530.06	25,953.75	23,000.00	33,959.40	32,000.00
1012012	500660	Sheriff: Operations	VEHICLE FUEL/OIL	110,392.01	127,820.50	126,900.00	172,442.02	156,900.00
1012013	500660	Sheriff: General	VEHICLE FUEL/OIL	0.00	227.80	2,000.00	1,646.43	2,000.00
1012014	500660	Sheriff: Detention	VEHICLE FUEL/OIL	2,762.01	1,395.00	4,000.00	808.47	4,000.00
1012018	500660	Sheriff: TriNet	VEHICLE FUEL/OIL	1,325.33	878.25	3,000.00	1,281.32	3,000.00
1012505	500660	Fire: Admin	VEHICLE FUEL/OIL	2,941.89	2,713.31	1,225.00	4,236.59	1,225.00
1012512	500660	Fire: Operations	VEHICLE FUEL/OIL	27,039.19	33,034.82	35,000.00	48,770.66	35,000.00
1012515	500660	Fire: Prevention	VEHICLE FUEL/OIL	5,658.98	9,220.61	11,000.00	14,640.87	11,000.00
1012520	500660	Fire: Training	VEHICLE FUEL/OIL	3,302.28	5,271.21	3,000.00	9,263.61	3,000.00
1012545	500660	Fire: Wildland	VEHICLE FUEL/OIL	584.08	2,199.54	5,500.00	6,029.64	5,500.00
1012705	500660	Juvenile Probation	VEHICLE FUEL/OIL	4,153.33	3,445.29	6,500.00	6,934.66	6,500.00
1012706	500660	Juvenile Detention	VEHICLE FUEL/OIL	131.90	0.00	0.00	0.00	0.00
1012800	500660	Alt. Sentencing	VEHICLE FUEL/OIL	4,312.61	3,542.02	6,255.00	2,948.19	6,255.00
1013034	500660	Facilities	VEHICLE FUEL/OIL	10,800.01	14,286.50	13,260.00	21,522.41	13,260.00
1013904	500660	Landfill	VEHICLE FUEL/OIL	174,648.43	198,386.44	205,000.00	321,603.95	205,000.00
1015005	500660	Parks: Admin	VEHICLE FUEL/OIL	2,177.53	1,088.75	595.00	172.52	595.00
1015012	500660	Parks: Maintenance	VEHICLE FUEL/OIL	31,890.45	32,499.38	42,500.00	44,514.18	42,500.00
1015057	500660	Parks: Recreation	VEHICLE FUEL/OIL	1,075.69	498.70	2,625.00	1,324.45	2,625.00
1016200	500660	Library	VEHICLE FUEL/OIL	0.00	0.00	420.00	0.00	420.00
1016800	500660	Health	VEHICLE FUEL/OIL	1,076.60	2,241.25	2,500.00	1,342.87	2,500.00
1016853	500660	Environmental Health	VEHICLE FUEL/OIL	0.00	0.00	3,000.00	0.00	3,000.00
1016854	500660	Douglas Environ. Health	VEHICLE FUEL/OIL	1,505.02	1,877.30	2,000.00	3,221.35	2,000.00
2253026	500660	Transit	VEHICLE FUEL/OIL	89,304.25	99,299.92	160,000.00	153,283.20	130,000.00
2401424	500660	Parking	VEHICLE FUEL/OIL	574.03	406.83	900.00	506.34	900.00
2545047	500660	QofL: Open Space	VEHICLE FUEL/OIL	5,425.13	4,423.52	7,000.00	6,351.89	7,000.00
2563038	500660	Street Maint.	VEHICLE FUEL/OIL	103,065.15	108,149.80	140,000.00	176,594.37	140,000.00
5012525	500660	Ambulance	VEHICLE FUEL/OIL	31,257.93	35,457.78	35,000.00	50,615.07	35,000.00
5012535	500660	Ambulance: Med.Trans	VEHICLE FUEL/OIL	11,140.70	11,788.09	14,000.00	15,395.05	14,000.00
5012537	500660	Ambulance: BLS	VEHICLE FUEL/OIL	105.19	0.00	8,000.00	0.00	8,000.00
5053702	500660	Stormwater	VEHICLE FUEL/OIL	2,306.97	4,126.61	9,000.00	4,545.63	9,000.00
5103201	500660	Wastewater	VEHICLE FUEL/OIL	56,748.56	40,281.27	56,000.00	86,977.28	56,000.00
5203502	500660	Water	VEHICLE FUEL/OIL	46,379.27	60,188.84	70,000.00	77,519.99	70,000.00
5305067	500660	Cemetery	VEHICLE FUEL/OIL	1,359.78	230.56	2,000.00	458.01	2,000.00
5603025	500660	Fleet	VEHICLE FUEL/OIL	8,217.07	8,608.40	10,000.00	8,696.06	10,000.00
5900745	500660	Insurance	VEHICLE FUEL/OIL	0.00	0.00	600.00	0.00	600.00
				\$ 774,066.19	\$ 851,901.88	\$ 1,025,140.00	\$ 1,294,179.10	\$ 1,034,140.00

10% Contingency 103,414.00

\$ 1,137,554.00

\*Prior to any augmentations proposed at the June 16, 2022 meeting.