
TO: CITY MANAGER **DATE:** 2019 April 03

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: RFP#PS20180305

SUBJECT: CONTRACT AWARD
SUPPLY AND DELIVERY OF FUEL PRODUCTS

PURPOSE: To obtain Council approval to award a contract for the supply and delivery of gasoline, diesel, bio-diesel and related fuel products.

RECOMMENDATION:

1. **THAT** Council approve a contract award to Suncor Energy Products Partnership for a total estimated cost of \$16,750,000 including GST in the amount of \$797,619.05 as outlined in this report.

REPORT

The City of Vancouver issued a Request for Proposal on behalf of the British Columbia Petroleum Product Buying Group (“BCPPBG”), of which the City of Burnaby is a member. The BCPPBG is comprised of approximately 70 regional and municipal governments, and school board member organizations, which in total purchase approximately 37 million litres of fuel products annually.

Five proposals were received by the closing time on 2018 May 2. The evaluation was based on a set of evaluative criteria including product, operational and service support, financial and sustainability requirements, and the City of Vancouver has advised that Suncor Energy Products Partnership has been awarded the contract.

The scope of work for this contract involves the supply and delivery of gasoline, diesel, bio-diesel and related fuel products. The contract term is for a five year period from 2019 March 04 to 2024 March 3 with an option to renew up to two additional one year periods. The estimated total contract value is \$16,750,000.00 including GST in the amount of \$797,619.05.

The recommended bidder, Suncor Energy Partnership has not previously undertaken a contract for the City; however, City staff concur with the BCPPBG recommendation and indicates that the contractor has the equipment and personnel capability to successfully complete the work required under this contract.

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The Director Engineering, Director Parks, Recreation and Cultural Services and the Fire Chief concur with this recommendation.

Funding for this contract is provided in various operating accounts within the 2019 – 2023 Provisional Financial Plan.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

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Copied to: Director Engineering
 Director Parks, Recreation and Cultural Services
 Fire Chief