



## **STAFF REPORT**

---

**Meeting Date:** January 24, 2022

**Title: Tender for the Supply of Clear Diesel Fuel (Pump) - 2022**

**Prepared By: Blake Poole**

**Department:** Public Works

**Report Number: Public Works-2022-003**

---

### **Recommendation:**

**THAT Council accepts the recommendation to award the tender for the Supply of Clear Diesel Fuel at the pump for the year 2022 to Morgan Fuels of Dryden; being the lowest bidder with a price at the pump of \$1.439 per litre.**

**And that the Mayor and the City Clerk be authorized to sign all documentation related to this matter;**

**And that the necessary By-Law is presented to City Council for ratification.**

### **Background:**

Tenders are requested each year from local suppliers for the City of Dryden fuel requirements. The tender is for clear diesel fuel at the pump. Pricing includes a discount off the pump price or build up daily rack plus margin price at a designated date. The expected annual consumption for the City of Dryden equipment is approximately 35,000 litres.

**Discussion:**

On December 15, 2021 at 3:00 p.m. two tenders were opened. Results are shown below. Suppliers also can provide Percentage Discounts in their bids. Below are final bids which include discount.

<b>Supplier</b>	<b>Price on December 06, 2021/L</b>
Mastrangelo Fuels	\$1.44
Morgan Fuels	\$1.439

From the above costs Staff recommends award to the lowest bidder Morgan Fuels which quoted \$1.439 pump price for City vehicles.

Morgan Fuels operates a 24/7 card lock system. In addition, in the tender for 2022 the successful bidder was requested to be able to supply fuel during an emergency. Morgan Fuels has detailed how fuel will be supplied during an emergency.

At random times throughout the year pricing is reviewed to ensure the City of Dryden is receiving the best available pricing.

**Financial Implications:**

Upon approval of this report by Council the lowest tender price will be reflected in our maintenance and construction project costs in 2022.

Clear Diesel prices have increased 39.7% from 2021.

**Current Budget Allocation:****Account #:**

**Attachments (Reference Material):** n/a