

**RESOLUTION 20-163**

**A RESOLUTION TO AWARD BID FOR FLEET REFUELING TO  
TRI-STAR ENERGY, LLC**

**WHEREAS**, the City requires fleet refueling services for various departments in order for them to perform daily operations; and

**WHEREAS**, an Invitation to Bid was prepared, advertised and routed to three vendors; and

**WHEREAS**, Tri-Star Energy, the City's current vendor, was the sole bidder to have submitted a bid on October 22, 2020; and

**WHEREAS**, Tri-Star Energy satisfied the requirements contained in the Invitation to Bid including having two locations within the City for refueling of City vehicles and multiple locations throughout the area and providing an emergency plan for fueling for City vehicles; and

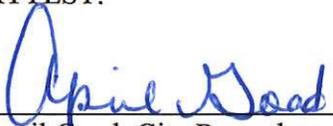
**WHEREAS**, Tri-Star will charge the City at terminal price plus \$0.12 per gallon for purchased fuel.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Mayor and Aldermen of the City of Spring Hill, that bid award be made to Tri-Star Energy, LLC for fleet refueling effective January 1, 2021 for a three-year term with an optional renewal for two additional years at the terminal price plus \$0.12 per gallon.

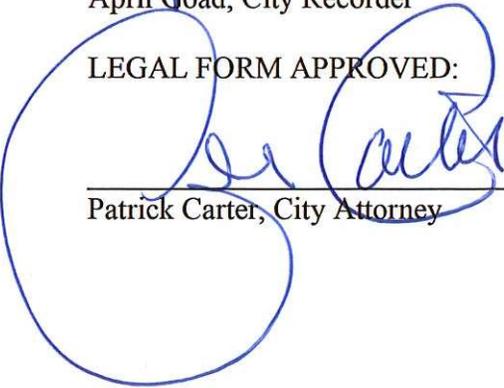
Passed and adopted this 16<sup>th</sup> of November, 2020.

  
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Rick Graham, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney



**City of Spring Hill  
Budget & Finance Advisory Committee  
and  
Board of Mayor and Aldermen**

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Date: October 23, 2020  
Memo to: Budget & Finance Advisory Committee and BOMA  
From: Patti Amorello, Finance Associate  
Re: Bid award - Fleet Refueling

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**RESOLUTION NUMBER 20-163 – A RESOLUTION TO AWARD BID FOR FLEET REFUELING TO TRI-STAR ENERGY, LLC**

**BACKGROUND INFORMATION:** The City requires fleet refueling for nearly all departments in order for them to perform their daily operations. Various grades of unleaded fuel are purchased, as well as diesel fuel.

An Invitation to Bid (ITB) was prepared, advertised and also directly distributed to three pertinent vendors for fleet refueling services. The model for fuel pricing is daily terminal price plus a markup.

One proposal was received on October 22, 2020. Parman (the State Contract vendor) deals primarily in bulk gasoline. An Invitation to Bid was also emailed to Fuelman, but they neither submitted a bid nor responded to an inquiry as to why they hadn't. The sole bid received was from Tri-Star Energy, LLC, the City's current vendor. The markup for the City was bid at .12 per gallon above the daily terminal price. Based upon communication from Tri-Star Energy, that pricing model is what the City is currently being charged. Tri Star lowered pricing for the municipalities they serve back in March due to market volatility and have maintained that structure since.

One requirement of the Invitation to Bid was that the vendor provide an Emergency Plan for fueling the City fleet in the event of a natural disaster or similar event. A satisfactory plan was provided by Tri-Star in their response to the ITB. Tri-Star met all other requirements of the Invitation to Bid, as well.

The bid award will be effective January 1, 2021 for a three-year term with an option to renew for two additional years.

**ATTACHMENTS:** Resolution 20-163

**RECOMMENDATION:** Approve Resolution 20-163 to award bid for fleet refueling to Tri-Star Energy, LLC.