



## Legislation Details (With Text)

**File #:** 18-0862      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 5/16/2018      **In control:** Board of Supervisors

**On agenda:** 6/12/2018      **Final action:** 6/12/2018

**Title:** Chief Administrative Office, Procurement and Contracts Division on behalf of the Community Development Services Administration and Finance Division, recommending the Board approve the following:

- 1) Award Request for Proposal 18-405-029 for the purchase of aviation fuel and related services to the low qualified proposer, EPIC Aviation, LLC of Salem, Oregon; and
- 2) Authorize the Chairman to execute an agreement for services in the amount of three million five hundred thousand dollars (\$3,500,000) for a five (5)-year period.

**FUNDING:** Airport Enterprise Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Eval Summary 18-0862 6-12-18

| Date      | Ver. | Action By            | Action   | Result |
|-----------|------|----------------------|----------|--------|
| 6/12/2018 | 1    | Board of Supervisors | Approved | Pass   |

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**DEPARTMENT RECOMMENDATION**

Chief Administrative Office, Procurement and Contracts Division on behalf of the Community Development Services Administration and Finance Division, recommending the Board approve the following:

- 1) Award Request for Proposal No. 18-405-029 for the purchase of aviation fuel and related services to the low qualified proposer, EPIC Aviation, LLC of Salem, Oregon; and
- 2) Authorize the Chairman to execute an agreement for services in the amount of three million five hundred thousand dollars (\$3,500,000) for a five (5)-year period.

Make findings that it is more feasible and economical to contract out the needed services in accordance with County Ordinance Chapter 3.13, as Community Development Services Administration and Finance Division does not possess the ability to perform aviation fuel distribution and related services.

## **DISCUSSION / BACKGROUND**

At the request of the Community Development Services Administration and Finance Division, the Procurement and Contracts Division issued a Request for Proposals (RFP) for aviation fuel and related services, including, but not limited to, delivery of aviation fuel to the Placerville and Georgetown Airports, product identification, credit card programs, point of sale and credit card imprinter equipment programs, product integrity programs, training and manuals, self-serve equipment, software improvements and updates, and other considerations and incentives.

Requests for proposals were mailed to eleven (11) firms; three (3) qualified responses were received. No local vendors provide this service.

An Evaluation Summary is attached for review.

## **ALTERNATIVES**

The Board could choose not to award this RFP; however, Community Development Services Administration and Finance Division will not be able to move forward with an aviation fuel contract, and the Placerville and Georgetown Airports would be unable to supply aviation fuel to airport tenants and users.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

NA

## **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

## **FINANCIAL IMPACT**

Procurement and Contracts Division has been advised that funding is available within the Community Development Services Administration and Finance Division's budget.

## **CLERK OF THE BOARD FOLLOW UP ACTIONS**

NA

## **STRATEGIC PLAN COMPONENT**

N/A

## **CONTACT**

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Community Development Services, Administration and Finance Division