

**AGENDA**



**Recommendation for Council Action (Purchasing)**

Austin City Council	Item ID:	25264	Agenda Number	58.
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Meeting Date:	June 27, 2013
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Department:	Purchasing
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**Subject**

Authorize award and execution of Amendment No. 5 to increase the contract amount for a Cooperative Purchasing Network (TCPN) contract with FLEETCARD, INC. dba IMPAC FLEET, for fuel credit card services in an amount not to exceed \$360,000 for a revised total contract amount not to exceed \$2,584,033.

**Amount and Source of Funding**

Funding in the amount of \$360,000 is available in the Fiscal Year 2012-2013 Operating Budget of the Fleet Services Department.

**Fiscal Note**

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Contract Amendment
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Prior Council Action:	May 21, 2009, Council approved award of the original contract.
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For More Information:	Jeff Dilbert, Purchasing Manager, 973-2021.
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	This contract was awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.
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**Additional Backup Information**

This contract is for fuel credit card services to be used by various City departments. The cards are used to fuel City vehicles outside the Austin area during the execution of City related business. These cards are also used to provide access to fueling at commercial retail fueling facilities in areas of Austin, surrounding counties, and other locations where the City does not currently have City-owned fueling facilities. In addition, cards are used for premium fuels (must be required by manufacturer currently not available at city owned sites. This contract provides Fleet Services the ability to track and verify transaction data from each credit card.

The additional authorization is needed to cover increased usage during the course of the contract primarily by Austin Energy (AE) and the Emergency Services (EMS) Department. There was also a nominal increase to cover actual usage by other departments.

During the course of the contract, AE's usage increased significantly beyond what was anticipated for a period of time. This was due to a one time allowance by Fleet Services authorizing AE to use the fuel card to purchase regular diesel fuel for 110 of their units pending an analysis of downtime and repairs claims on AE units using biodiesel. Fleet's analysis of repair data found that there was no direct correlation between the use of biodiesel and downtime and repairs. AE resumed using biodiesel with the exception of non- city owned rental units which use fuel cards to purchase diesel.

Additionally, during the course of the contract, EMS enhanced services to Travis County areas located outside of the City of Austin's corporate limits. This resulted in an increase in fuel card usage since there are no City-owned fueling facilities for units assigned to these areas. All fuel purchased for these units is done so using the fuel card.

This contract was awarded through TCPN to provide credit card services nationwide as a result of a competitive bidding process. Utilizing the TCPN contract provides for volume discount pricing.

This recommended Council action is to approve Amendment No. 5 for the authorization to increase the contract by \$360,000 for the last extension option, for a final contract value of \$2,584,033.

Contract Summary

ACTION	DESCRIPTION	AMOUNT
Contract Award	Original 5-month contract	\$187,500
Amendment No. 1	Exercise the first extension option	\$472,500
Amendment No. 2	Exercise the second extension option	\$496,125
Amendment No. 3	Exercise the third extension option	\$520,931
Amendment No. 4	Exercise the fourth extension option	\$546,977
Proposed Amendment No. 5	Authorization	\$360,000
Total Contract Amount		\$2,584,033