

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden

INITIATED BY

Public Safety & Justice Committee

SUBMITTED BY



Captain Gary L. Groelle

DRAFTED BY

October 26, 2017

DATE DRAFTED

AWARDING CONTRACT FOR PRIMARY GAS PURCHASES

- 1 WHEREAS, proposals were solicited from qualified gas companies to provide a gas card program for
- 2 Rock County; and,
- 3
- 4 WHEREAS, proposals were received from three vendors and reviewed by Sheriff staff, Council on
- 5 Aging staff, Facilities Management staff and the Purchasing Manager for compliance with the
- 6 specifications; and,
- 7
- 8 WHEREAS, the proposal received from Kwik Trip offered the highest per gallon rebate and is most
- 9 advantageous for the County; and,
- 10
- 11 WHEREAS, the Council on Aging and Facilities Management will be piggy-backing off of this
- 12 contract for their gas purchases; and,
- 13
- 14 WHEREAS, this will be a three-year contract (2018-2020) with the option to renew for two additional
- 15 one-year periods (2021 & 2022).
- 16
- 17 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
- 18 assembled this 16th day of November, 2017 approves and authorizes awarding the Rock
- 19 County Gas Card contract to Kwik Trip of LaCrosse, WI. Per the terms and conditions set forth in
- 20 Request for Proposals #2018-05.

17-11D-408

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

FISCAL NOTE:

Mary Beaver
Mary Beaver, Chair

Funds have been included in the Sheriff, Council on Aging and Facilities Management 2018 Recommended budgets for gasoline purchases.

Henry Brill

Terry Fell

Sherry Oja
Finance Director

Brian Knudson

Phillip Owens

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Jodi Timmerman
Interim Corporation Counsel

AWARDING CONTRACT FOR PRIMARY GAS PURCHASES**EXECUTIVE SUMMARY**

Proposals were solicited from qualified gas companies to provide a gas card program for the Rock County Sheriff's Office. Proposals were received from three vendors and reviewed by Sheriff's staff, Council on Aging staff, Facilities Management staff and the Purchasing Manager. Council on Aging and Facilities will be piggy-backing off of this contract for their gas purchases.

While Kwik Trip and Cambeck Petroleum were tied in scoring, Kwik Trip provided a better financial savings for the County.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

ORIGINAL

PURCHASING DIVISION



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER 2018-05
 PROPOSAL NAME GAS CARDS
 PROPOSAL DUE DATE OCTOBER 3, 2017 – 12:00 NOON
 DEPARTMENT SHERIFF, COUNCIL ON AGING, FACILITIES MANAGEMENT

	KWIK TRIP LACROSSE WI	CAMBECK PETROLEUM JANESVILLE WI	MANSFIELD OIL GAINESVILLE GA
RATER 1	99	75	55
RATER 2	95	62	52
RATER 3	90	75	85
RATER 4	88	93	94
RATER 5	75	95	70
TOTAL SCORE	400	400	356
DISCOUNT	.10 PER GALLON DOES NOT DEDUCT STATE TAX	.06 AT EXXON MOBIL STATIONS ADDITIONAL .03 AT CAMBECK STATIONS (7 IN JANESVILLE & 1 IN EDGERTON, NONE IN BELOIT) ADDITIONAL FEES FOR ADD'L SERVICES (REPORTS/INVOICES)	¾ OF 1% DISCOUNT

Proposals were evaluated based on the following criteria:

- Understanding of services to be provided. **Maximum 10 points**
- Number and locations of stations. **Maximum 25 points**
- Experience of firm & personnel. **Maximum 15 points**
- Cost Proposal. **Maximum 50 points**

Request for Proposal advertised in the Beloit Daily News and on the Internet. Two additional vendors were solicited that did not respond. One vendor submitted a "No Bid".

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Kwik Trip

Robert Spoder 10-26-17
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:
Mark Beaman 5-0 11/6/17
CHAIR VOTE DATE