

Herr Petroleum Corporation, the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost of this contract is \$50,000.00, placing their bid of \$52,270.00 approximately 4.5 percent above the estimate.

The contract shall commence five calendar days after the mailing date of the purchase order and terminate December 31, 2020, or upon expenditure of available funds, whichever occurs sooner.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Ordinance, Revised Appendix D and Appendix V are not included in this contract because it is primarily a furnish and deliver contract.

The bid deposit, in the amount of \$2,500.00, will be retained in lieu of a performance bond, which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order for Contract 19-609-11 to Herr Petroleum Corporation, in an amount not to exceed \$52,270.00.

Funds for the 2019 expenditure, in the amount of \$25,000.00, are available in Accounts 101-66000-623820. The estimated expenditures for 2020 are \$27,270.00. Funds for the 2020 expenditures are contingent on the Board of Commissioners' approval of the District's budget for that year.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm
Respectfully Submitted, Barbara J. McGowan, Chairman, Committee on Procurement
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 16, 2019