



Legislation Text

File #: 23-0902, **Version:** 1

Resolution to Authorize the Purchase of Vehicle and Equipment Fluids for the City's Fleet for Five Years Beginning FY2024

The Fleet and Facilities Unit annually purchases approximately \$75,000.00 of various fluids for use in City vehicles and equipment. These fluids consist of motor oil, hydraulic fluid, transmission fluid, grease, anti-freeze, DEF and washer solvent. Since many of these fluids are petroleum based, Fleet and Facilities staff have found that receiving "spot" quotes, the current price when the product is needed, for the purchase and delivery of the vehicle fluids is the most advantageous and cost-effective method of purchase. This method also allows us better management of our vehicle fluid inventory.

This resolution will authorize the purchase of vehicle fluids from any product distributor that complies with the requirements of the City's Conflict of Interest and Non-discrimination Ordinance and is the lowest responsible bidder. We currently request quotes from the following list of product distributors:

Corrigan Oil Company, Brighton, MI
Shrader Tire & Oil, Toledo, OH
Vesco Oil Corporation, Southfield, MI

Additional distributors can be added as we become aware of them, and they complete the City's required compliance documents.

Budget and Fiscal Impact: Adequate funds for fluid purchases have been budgeted in the approved FY24 Fleet and Facilities Unit Operations and Maintenance budget. Fluid purchases in FY25, FY26, FY27 and FY28 would be subject to the availability of funds in subsequent fiscal years. Vehicle fluid charges are passed through to the using service units via the fleet rates.

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Reviewed by: John Fournier, Deputy City Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The Fleet and Facilities Unit purchases various fluids for the City's vehicles and equipment;
and

Whereas, It has been determined that it is advantageous to obtain spot bids at the time of vehicle and equipment fluid purchases;

RESOLVED, That City Council approve the purchase of vehicle and equipment fluids from any product distributor that meets the City of Ann Arbor's Conflict of Interest and Non-discrimination Ordinance requirements and is the lowest responsible bidder;

RESOLVED, That City Council authorizes the Fleet and Facilities Unit to purchase vehicle and equipment fluids as necessary using spot bidding for five years beginning with fiscal year 2024,

subject to the availability of funding in subsequent fiscal years; and

RESOLVED, That the City Administrator be authorized to take the necessary actions to implement this resolution.