



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** September 1, 2016  
**MEMO TO:** S. Michael Rummel, Chair  
Finance and Administrative Committee  
**FROM:** John E. Nelson  
Director of Operations and Infrastructure

**Agenda Item#** 8.7

**RECOMMENDATION:** Recommend approval of a Resolution approving renewals of Contracts for the Purchase of Motor Fuel (gasoline and diesel) with Petroleum Traders Corporation, Fort Wayne, Indiana, and Avalon Petroleum Co. Inc., Kankakee, Illinois.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability

**FINANCIAL DATA:** Motor fuel is ordered on an as-needed basis. A total of \$385,000.00 is budgeted annually as part of the District's operating budgets for Mechanical Services (\$285,000.00 in account 15533800-611000 and \$100,000.00 in account 20533800-611000) for fueling the District's fleet.

A total of \$83,000.00 is budgeted for Golf Operations (\$50,000.00 for Countryside; \$15,000.00 for Brae Loch and \$18,000.00 for ThunderHawk).

The District also allows the Lake County Sheriff's, Health, and Planning, Building & Development Departments to fuel their vehicles at District facilities. Any additional expense incurred by the District for the use of fuel by Lake County is reimbursed to the District by Lake County.

**BACKGROUND:** On October 13, 2015, the District entered into contracts with the above vendors for the purpose of supplying motor fuel to the District. The contracts were each for a period of one year ending on October 12, 2016, and the total amount of the contracts was not to exceed \$455,000.00. In each contract the District reserved the right to renew the contracts for up to four additional one-year periods.

Based upon favorable pricing, as well as the delivery record of the vendors, it is recommended that the contracts be renewed for one year.

**REVIEW BY OTHERS:** Chief Operations Officer, Director of Finance and Corporate Counsel

**PRESENTER:** John Nelson

STATE OF ILLINOIS)  
  ) SS  
COUNTY OF LAKE )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
REGULAR SEPTEMBER MEETING  
SEPTEMBER 13, 2016**

**MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:**

Your **FINANCE AND ADMINISTRATIVE COMMITTEE** presents herewith "A Resolution Approving Renewals of Contracts for the Purchase of Motor Fuel" and requests its adoption.

**FINANCE AND ADMINISTRATIVE COMMITTEE**

Date: 9-1-2016       Roll Call Vote: Ayes: \_\_\_ Nays: \_\_\_\_\_  
   Voice Vote Majority Ayes; Nays: 0

**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**A RESOLUTION APPROVING RENEWALS OF CONTRACTS  
FOR THE PURCHASE OF MOTOR FUEL**

**WHEREAS**, on October 13, 2015, the Lake County Forest Preserve District (the "District") approved contracts for the purchase of motor fuel with Petroleum Traders Corporation, ("Petroleum Traders"), and Avalon Petroleum Co., Inc., ("Avalon Petroleum") pursuant to which Petroleum Traders and Avalon Petroleum, agreed to provide motor fuel to be used by the District (the "Contracts"); and

**WHEREAS**, the initial terms of the Contracts expire on October 13, 2016; and

**WHEREAS**, in each Contract, the District reserved the right to renew the Contract for four one-year periods; and

**WHEREAS**, it is in the District's best interest to approve renewals to the Contracts;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

**Section 1: Recitals.** The recitals set forth above are incorporated as part of this Resolution by this reference.

**Section 2. Approval of Renewals.** Each Contract is hereby renewed for a one-year period through October 13, 2017. The Executive Director and Secretary are authorized and directed to take any action necessary to effectuate such renewals.

**Section 3: Effective Date.** This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES:

NAYS:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Ann B. Maine, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_\_