



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: November 6, 2014
MEMO TO: Pat Carey, Chair
Finance and Administrative Committee
FROM: Michael G. Tully, Director of Operations and Public Safety
SUBJECT: Renewals of Contracts for the Purchase of Motor Fuel

RECOMMENDATION: Recommend approval of a Resolution approving one-year renewal of contracts with Petroleum Traders Corporation, Fort Wayne, Indiana, and Avalon Petroleum Co., Antioch, Illinois, for the purchase of motor fuel (gasoline and diesel) for use by the District.

BACKGROUND: The District has entered into contracts with Petroleum Traders Corp. and Avalon Petroleum Co. pursuant to which the District may purchase motor fuel for its own use and for use by the Lake County Sheriff's Office and the Lake County Division of Transportation. All expenses incurred by the District for fuel used by Sheriff's Office and County DOT are reimbursed to the District by the County of Lake. The initial terms of the contracts expired on November 20, 2013, and each contract allowed for two one-year renewal periods. In 2013, the District exercised one-year renewals of each contract. Those renewals expire November 20, 2014. Staff recommends that the District exercise an additional one-year renewal period for each contract.

REASON FOR RECOMMENDATION: Committee recommendation and Board approval are required in accordance with District Policy.

REVIEW BY OTHERS: Director of Finance and Purchasing Manager

FINANCIAL DATA: Motor fuel is ordered on an as-needed basis. A total of \$562,000.00 is budgeted annually for motor fuel and oil products as part of the approved 2014/15 General Corporate Budget (\$345,000.00 in Account Number 15533800-611000), Development Levy Budget (\$100,000.00 in Account Number 20533800-611000) and the Golf Enterprise Budget (\$117,000.00 in various accounts). All expenses incurred by the District for the use of fuel by the Lake County Sheriff's Office and the Lake County Division of Transportation are reimbursed to the District by the County of Lake.

PRESENTER: Michael G. Tully

STATE OF ILLINOIS)
) SS
 COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
 LAKE COUNTY FOREST PRESERVE DISTRICT
 REGULAR NOVEMBER MEETING
 NOVEMBER 11, 2014**

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 approval.

FINANCE AND ADMINISTRATIVE COMMITTEE:

Yea Nay

 Pat Carey, Chair

 S. Michael Rummel, Vice Chair

 Sandra Hart

 Aaron Lawlor

 Audrey Nixon

 Diana O'Kelly

 Linda Pedersen

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

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

WHEREAS, on November 20, 2012, 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 expired on November 20, 2013; and

WHEREAS, the District reserved the right to renew the contracts for two one-year periods; and

WHEREAS, the one-year renewal terms of the Contracts expires on November 20, 2014; and

WHEREAS, it is in the District's best interest to approve the one-year 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. 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 _____, 2014.

AYES:

NAYS:

APPROVED this _____ day of _____, 2014.

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie A. Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____