



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** August 26, 2019

**MEMO TO:** Jessica Vealitzek, Chair  
Operations Committee

**Agenda Item#** 8.3

**FROM:** John E. Nelson  
Director of Operations and Infrastructure

**RECOMMENDATION:** Recommend approval of a Resolution approving renewals of Contracts for the Purchase of Motor Fuel to Petroleum Traders Corporation, Fort Wayne, Indiana, and Avalon Petroleum Co. Inc., Kankakee, Illinois for a 1-year period from October 13, 2019, through October 12, 2020.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability

**FINANCIAL DATA:** Motor fuel is ordered on an as-needed basis. In total, \$622,750.00 is included in the approved FY2018-19 budget (18-month period) for motor fuel.

An amount of \$482,950.00 is budgeted in FY2018-19 for motor fuel as part of the Operations and Infrastructure Department operating budget for District use (\$411,900.00 in the General Fund and \$71,050.00 in the Land Development Levy Fund).

The District also allows the Lake County Sheriff's Office, Health Department and Planning, Building & Development Department to fuel their vehicles at District facilities. Any expense incurred by the District for the use of fuel by Lake County is reimbursed to the District by Lake County. The amount budgeted as an expense and corresponding revenue reimbursement is \$45,000.00 for FY2018-19.

In addition, a total of \$94,800.00 is budgeted in FY2018-19 for Golf operations (\$57,000.00 for Countryside; \$16,800.00 for Brae Loch and \$21,000.00 for ThunderHawk).

**BACKGROUND:** On October 13, 2015, the District entered into contracts with the vendors for the one-year period ending on October 12, 2016. In each contract, the District reserved the right to renew the contracts for up to four additional one-year periods. The first renewal was approved by the Board on September 13, 2016 for the period from October 13, 2016 through October 12, 2017. The second renewal was approved by the Board on September 12, 2017 for the period from October 13, 2017 through October 12, 2018 and, most recently, a third renewal was approved by the Board on September 11, 2018, for the period of October 13, 2018, through October 12, 2019. Should it be approved, this renewal will be the fourth and final extension and will cover the period of October 13, 2019, through October 12, 2020.

Petroleum Traders' contract is for bulk tanker-loads of fuel delivered to the Operations and Public Safety Facility. Avalon's contract is for fuel delivered to small satellite locations such as the maintenance shops and golf courses. Based upon favorable pricing, as well as the delivery record of the vendors, it is recommended that the contracts be renewed a fourth time for the period from October 13, 2019 through October 12, 2020.

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



**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 expired 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**, the term of the third renewal period will expire on October 12, 2019; and

**WHEREAS**, it is in the District's best interest to approve a fourth one-year renewal to each Contract for the period from October 13, 2019 through October 12, 2020;

**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 \_\_\_\_\_, 2019.

AYES:

NAYS:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Angelo D. Kyle, President  
Lake County Forest Preserve District

ATTEST:

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

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