

# BOARD OF PORT COMMISSIONERS OF THE LEE COUNTY PORT AUTHORITY

1. **REQUESTED MOTION/PURPOSE:** Request Board authorize the award of RFB 24-0019MC for the Purchase and Delivery of Diesel and Unleaded Fuel for Lee County Port Authority to Palmdale Oil Company LLC, the lowest, most responsive, responsible bidder and authorize unit price expenditures pursuant to the bid needed to support the annual diesel and unleaded fueling needs at RSW and FMY.
2. **FUNDING SOURCE:** General Airport Operating Revenues collected during the normal operation of RSW & FMY in account WJ5600041200.505210 and UH5120041203.505210
3. **TERM:** Initial term of three (3) years with the option for two (2) additional two-year terms.
4. **WHAT ACTION ACCOMPLISHES:** Establishes a service provider agreement for the purchase and delivery of diesel and unleaded fuel for an initial three-year term.

5. **CATEGORY:** 30  
Administrative Agenda

6. **ASMC MEETING DATE:** 8/20/2024

7. **BoPC MEETING DATE:** 9/5/2024

8. **AGENDA:**

- CEREMONIAL/PUBLIC PRESENTATION
- CONSENT
- ADMINISTRATIVE

9. **REQUESTOR OF INFORMATION:**  
(ALL REQUESTS)

NAME Mark R. Fisher

DIV. Aviation

10. **BACKGROUND:**

On April 22, 2024, Lee County Port Authority advertised RFB 24-0019MC Purchase and Delivery of Diesel and Unleaded Fuel for Lee County Port Authority utilizing the Port Authority's automated procurement system. The scope outlined in the RFB includes the purchase and delivery of diesel and unleaded fuel for use at RSW and FMY.

LCPA received one qualifying bid, from Palmdale Oil Company LLC, with a per gallon markup of \$0.1485 for diesel and unleaded fuel. These prices represent the vendor's mark-up amount, excluding sales tax, above the current base price per gallon list on the Oil Price Information Service (OPIS). The per gallon markup represents a 19% increase from the current contract, which was signed in 2019, and is consistent with current market conditions and inflationary impacts of the last five years.

The total spend through this service provider agreement is estimated between \$750,000 and \$1,250,000 annually based on the market price of fuel, and any additional equipment required to support the numerous capital projects expected to come online during the term of this contract.

Request Board award RFB 24-0019MC for the Purchase and Delivery of Diesel and Unleaded Fuel for Lee County

### 11. RECOMMENDED APPROVAL

<u>DEPUTY EXEC DIRECTOR</u>	<u>COMMUNICATIONS AND MARKETING</u>	<u>OTHER</u>	<u>FINANCE</u>	<u>PORT ATTORNEY</u>	<u>EXECUTIVE DIRECTOR</u>
Mark R. Fisher	Victoria B. Moreland	N/A	David W. Amdor	Andrea R. Fraser	Steven C. Hennigan

12. **SPECIAL MANAGEMENT COMMITTEE RECOMMENDATION:**

APPROVED  (6-0)  
 APPROVED as AMENDED  
 DENIED  
 OTHER

13. **PORT AUTHORITY ACTION:**

APPROVED  
 APPROVED as AMENDED  
 DENIED  
 DEFERRED to  
 OTHER

**Background (continued)**

Port Authority to Palmdale Oil Company LLC, the lowest, most responsive. responsible bidder for an initial term of three (3) years with the option for two (2) additional two-year terms.

**Attachments:**

1. RFB 24-0019MC Purchase of Diesel and Unleaded Fuel
2. Bid Tabulation for RFB 24-0019MC Purchase of Diesel and Unleaded Fuel
3. LCPA Forms associated with RFB 24-0019MC Purchase of Diesel and Unleaded Fuel