



AGENDA ITEM REPORT

DATE: August 2, 2022
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Approve Contract Amendment for Lubricant Products - Countywide

I. MOTION REQUESTED

A) Approve Amendment No. 1 with Palmdale Oil Company, Inc., under Solicitation No. B210268LLP, Lubricant Products, to increase the price for the purchase of various lubricant products under Category 9 – Diesel Exhaust Fluids, in accordance with the amended Fee Schedule.

B) Authorize the County Manager or designee to execute the amendment on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves a contract amendment with Palmdale Oil Company, Inc., under the solicitation for Lubricant Products, to increase the price for the purchase of various lubricant products in Category 9 – Diesel Exhaust Fluids, in accordance with the amended fee schedule. The price increase is due to increased market rates for these types of products. The price for diesel exhaust fluid per gallon increased from \$1.35 to \$2.66 and the price per gallon of the 55-gallon drum increased from \$3.18 to \$6.24. Total expenditures during Fiscal Year 2021-2022 were approximately \$82,747.49.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On October 19, 2021, the Board of County Commissioners awarded B210268LLP, Lubricant Products, to Palmdale Oil Company, Inc. to provide lubricant products, on an as needed basis. The original term of the contract was for three years with an option to renew three additional years.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See Comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be on an as-needed basis, as approved in the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Palmdale Oil Original Executed Contract	7/18/2022	Contract
Proposed Amendment 1 - Palmdale Oil	7/18/2022	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	7/20/2022 - 2:05 PM
Budget Services	Henkel, Anne	Approved	7/21/2022 - 7:17 AM
Budget Services	Winton, Peter	Approved	7/21/2022 - 2:03 PM
County Attorney	Halverson, David	Approved	7/26/2022 - 8:49 AM
County Manager	Winton, Peter	Approved	7/26/2022 - 10:07 AM