



Department of Public Works
Operations Division
Buildings and Fleet Services

Jeffrey J. Mantes
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January 20, 2006

Ald. Robert Bauman, Chair
Ald. Joseph Dudzik, Ald. Robert Puente,
Ald. Willie Wade, and Ald. Terry Witkowski
Public Works Committee

Gentlemen:

Enclosed please find information regarding the Fuel Management System (File #051190) and a copy of the Mutual Aid Agreement (File #051266).

I will be pleased to answer any questions or concerns you may have about the enclosures.

Sincerely,

VENU J. GUPTA, Superintendent
Buildings and Fleet Services

Enclosures

VG/mbm

January 20, 2006

FUEL MANAGEMENT SYSTEM (File #051190)

The following process to purchase and install the fuel management system is believed to be very efficient and cost effective. The funds will be fully utilized for the fuel management system and the department does not plan to spend any funds for consultants, but instead allow the competing vendors to provide the most capable fuel management system for the City at the best price. This project is extremely important for the management of City-wide fleet operations and fuel management.

As the first part of this process, an RFQ (Request for Qualification) is being sent to a number of companies which produce and install fuel management systems. The RFQ identifies system requirements and capabilities to prospective vendors (RFQ attached).

Once information is received from these companies, a DPW evaluation team will select the most qualified three or four vendors.

The most qualified vendors selected will then be asked to propose the system that best meets the City's requirement and a price to supply and install the fuel management system via RFP (Request for Proposal) process. The evaluation team will select the vendor with the best proposal and negotiate a contract for the fuel management system. Some information on a typical modern fuel management system is attached.

In 2004, \$233,000 initial funding was requested and approved in the Capital Budget with the knowledge that additional funds would be required in the following years. The project was always expected to take two years to specify, receive proposals, and install. The project was estimated to cost \$700,000 to \$800,000. The department plans to work with the Budget Office to use available funds from Facilities Systems Capital Program, a program that allocates funds for various electro-mechanical repairs and system replacements. This Capital Program currently has \$4,425,000 in unencumbered funds.