

To: John Baumgartner, City Manager

Ciyt

From: Gabriella Paiz, Purchasing Supervisor

CC: Jody Hooks, Director Public Works
Marcos Gonzalez, Fleet Administrator
Wesley Baker, Shop Foreman
Yvonne Calderon, Consultant

Date: 10/1/2025

Re: Request for Proposal (RFP 25-029 City Wide Fuel and Petroleum Products)
Evaluation and Award Recommendation

Enclosed for your review and approval is the award recommendation for 25-029 City Wide Fuel and Petroleum Products, released RFP, Proposal Tabulations, recommended awardee's submission, and Evaluation Summary

HISTORY

On August 13, 2025, Request for Proposal (RFP 25-029 City Wide Fuel and Petroleum Products) was released to the public. The objective of the solicitation was to find qualified proposers to provide city wide fuel and petroleum products at a price that is most advantageous to and best meets the needs of the City while taking into consideration the evaluation factors set forth in the RFP. The proposals were received and opened September 16, 2025, at 10 a.m. CST.

AWARD RECOMMENDATION

After receiving the seven (7) proposals, the proposals were evaluated and tabulated. Based on scoring of the pricing as tabulated, references, qualifications and experience, and an emergency response plan, the Purchasing Department recommends awarding the contract to Bay Oil as the highest scoring, most qualified responsive proposer who can fulfill the full scope of services.

Gabriella Paiz
Gabby Paiz
Purchasing Supervisor