

## Purchasing Summary

<b>EVENT #</b> 5056	<b>TITLE:</b> Oils, Lubricants, and Anti-Freeze	<b>COST:</b> \$2,644.60
<b>TYPE OF PROCUREMENT:</b> Contract Modification	<b>ANNUAL CONTRACT</b> <input checked="" type="checkbox"/> <b>ANNUAL MAINTENANCE AGREEMENT</b> <input type="checkbox"/>	<b>ONE TIME PURCHASE</b> <input type="checkbox"/>
<b>CONTRACT TERM (IF APPLICABLE)</b> June 22, 2017 thru June 21, 2018		
<b>M/WBE (IF APPLICABLE)</b> N/A		
<b>MATRIX (IF APPLICABLE)</b> N/A		

### NOTES

Recommend approval of Contract Modification No. 1 for the oils, lubricants, and anti-freeze annual contract to Colonial Fuel & Lubricant Services in the amount of \$2,644.60.

The oils, lubricants, and anti-freeze are used by Fleet Maintenance and other City departments to provide routine preventative maintenance for City vehicles and other equipment. The items are maintained in inventory at the Central Warehouse and at the Fleet Services Department.

This contract modification is necessary due to an industry-wide price increase of lubricants by six percent. Per Section 4.19 of the contract, changes to contract pricing can be evaluated and made on a quarterly basis due to the historical price volatility of this commodity. All major suppliers provided documentation to Colonial Fuel & Lubricant Services to verify this increase for 2018. The new prices will go into effect February 2, 2018.

This contract was originally approved by Council on June 22, 2017 in the total amount of \$68,410.28, of which \$44,076.70 was awarded to Colonial Fuel & Lubricant Services. The amount of this contract to date, including this modification, is \$ 71,054.88.

Recommend approval of Contract Modification No. 1 to Colonial Fuel & Lubricant Services in the amount of \$2,644.60.