

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#11a

Date: 1/24/2019 Weekly Agenda Date: 1/29/2019

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Approve contract for propane for heating county buildings for FY 2019

ACTION REQUIRED:

- | | | |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/> |

EXECUTIVE SUMMARY:

The county annually receives bids for propane supplied for heating for the Secondary Road Department, Emergency Services, Conservation and the Little Courthouse at Anthon.

BACKGROUND:

The county takes bids for approximately 50,200 gallons of propane each year. Contracts have been returned by the successful low bidder, Johnson Propane.

FINANCIAL IMPACT:

Propane is an annual budget item for the county departments.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

- Yes No

RECOMMENDATION:

Recommend that the board approve the contract for propane supply for FY 2019 with Johnson Propane.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the contract for propane supply for FY 2019 with Johnson Propane.

County Woodbury

SUPPLY CONTRACT

THIS AGREEMENT made entered into by and between Woodbury County, by its Board of Supervisors, consisting of the following members Rocky L. DeWitt, Marty J. Pottebaum, Keith W. Radig, Matthew A. Ung and Jeremy J. Taylor Party of the first part, and Johnson Propane of Battle Creek, IA, party of the second part.

WITNESSETH: That the party of the second part, for and in consideration of \$1.00 per gallon payable as set forth in the specifications constituting a part of this contract, hereby agrees to furnish f. o. b. the locations as designated in the Instructions to bidders, and within the time specified propane as follows: Furnish and deliver approximately 50,200 gallons of propane fuel at the bid price of \$1.00/per gallon to the Woodbury County Secondary Roads Department, Conservation Department, Sheriff's Department, Emergency Services Department, Emergency Operations Department and Treasurer's Office.

Deliveries to be made at locations as noted in the NOTICE/INSTRUCTIONS TO BIDDERS.

Deliveries to be made within forty-eight (48) hours of County order unless other delivery arrangements are agreed upon by both parties.

This contract is valid only for the period commencing September 1, 2018 through and including August 31, 2019.

Payment to vendor will be made from current funds upon receipt of invoices.

IN WITNESS WHEREOF, the parties hereto have set their hands for the purpose herein expressed, to this and three other instruments of like tenor, this _____ day of _____ 2018

Woodbury County, Iowa
Party of the First Part

By _____
Rocky L. DeWitt, Chairman

Johnson Propane
By _____
Party of the Second Part