

CITY OF FARMINGTON  
INTER-OFFICE MEMORANDUM

TO: Mayor Standley and City Council

FROM: Kristi Benson  
Purchasing Supervisor

DATE: September 18, 2008

SUBJECT: Automotive Oil And Antifreeze, Bid #09-76481

USING DEPARTMENT: Vehicle Maintenance / Warehouse  
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A bid opening was held on September 16, 2008 for Automotive Oil And Antifreeze. Two bidders responded.

The Central Purchasing Department concurs with the recommendation from Vehicle Maintenance to award the bid to Conservancy Oil Group from Durango, Colorado, a responsible bidder submitting the lowest responsive bid meeting specifications for a total awarded amount of \$39,033.09. The 5% in-state preference was given to qualified bidders.

It has been determined by the Central Purchasing Department that the in-state preference is valid for Conservancy Oil. The bid for Conservancy Oil was submitted through their Durango, CO office, which serves as a distribution center/warehouse, but the corporate office is located in Albuquerque, NM. The State Purchasing Department issued Certificate Number 46R97 on October 7, 1993, and is valid for the life of the company.

Kristi Benson (Presenter)  
Consent Agenda/Council Meeting September 23, 2008

xc: H. Andrew Mason, Administrative Services Director  
Rod Hunt, General Services Director  
Jerry Parson, Fleet Customer Service Manager  
Bob Schrag, Warehouse Superintendent

File – Bid#09-76481