



To: President and Members of Town Council
From: Staff of Public Works
Meeting: February 19, 2024
Re: Purchase Two New Fuel Pumps – Gas & Diesel

Background

Munster Public Works to purchase two new fuel pumps, gas and diesel which is scheduled for replacement in 2024 in line with the Street Division 5-Year Capital Improvement Plan.

Methodology

Munster Public Works received a proposal from B & K Equipment, Lansing, IL for the fuel pumps, gas and diesel, in the amount of \$26,258.88 through Sourcewell. Sourcewell takes the complexity out of the solicitation/bidding process by providing procurement services to governmental units through national contracts with vendors procured through a competitive bidding process that secures the lowest competitive pricing complying with Indiana law I.C. 5-22-10-5. The Town of Munster is a Sourcewell member (ID# 28145).

The vendor requested a \$15,000.00 deposit when the proposal is accepted. Because this exceeds the 50% allowed under the payment in advance statute (IC 5-11-10-1.6) and Town policy (Ordinance 1913), a deposit of \$13,129.44 will be made. The vendor has been made aware of this change and is in agreement.

Budget Note: Listed in our 2023 Capital Projects List, the fuel pumps will be funded from the 2023 G.O. Bond, 4413-9152123-64440.

Recommendation: By motion and voice vote, approve the purchase of two fuel pumps, gas and diesel in the amount of \$26,258.88 from B & K Equipment with a down payment of \$13,129.44.