BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
Dr. Dan A Sims, Superintendent

From: Anthony V. Jackson, Director of Transportation
Sam Kitchens, Assistant Superintendent of Operations

Subject: Gas and Diesel Fuel Purchase

Summary

The Transportation Department is requesting authorization for the Superintendent to issue a purchase order for fuel purchases from Walthall Oil Company, Mansfield Oil Company, and Boswell Oil Company.

Background

Price quotes for diesel and gasoline are obtained from Walthall, Mansfield and Boswell Oil Companies prior to each order. Fuel orders are then placed with the supplier that submits the lowest quoted price for that order.

Recommendation

It is recommended that the Bibb County Board of Education authorizes the Superintendent to issue purchase orders for gas and diesel fuel purchases from Walthall Oil Company, Mansfield Oil Company, and Boswell Oil Company in amounts not expected to exceed $450,000.00. The funding source is the General Fund budget.

Superintendent's Comments and Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved