



Cover Memorandum/Staff Report

File #: 25-857

Agenda Date: 7/15/2025

Item #: 6.J.1.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: July 15, 2025

APPROVAL OF RESOLUTION NO. 120-25 TO AWARD AN AGREEMENT TO PALMDALE OIL COMPANY, LLC FOR OIL & LUBRICANTS UTILIZING MARTIN COUNTY CONTRACT RFB2025-3658 IN THE AMOUNT OF \$125,000.00

Recommended Action:

Motion to approve Resolution No. 120-25 to award an Agreement to Palmdale Oil Company, LLC for Oil & Lubricants utilizing Martin County Contract RFB2025-3658 in the amount \$125,000.00.

Background:

The Fleet Maintenance Division of the Public Works Department (Fleet Maintenance) requires frequent deliveries of motor oils and other lubricants for the maintenance and operation of the City's fleet of vehicles.

On April 27, 2025, the Martin County Board of Commissioners approved Contract RFB2025-3658 with Palmdale Oil, LLC for oil and lubricants pursuant to bids received for RFB2025-3658. The initial term of the agreement is three (3) years with the option to renew for two (2) one-year periods in an amount not to exceed \$300,000.

Fleet Maintenance wishes to procure oil and lubricants utilizing the terms, conditions, and prices of Martin County Contract RFB2025-3658. The agreement value is as follows:

Agreement Term		Amount
Initial Term	Upon execution - April 26, 2028	\$75,000.00
Renewal Term #1	April 27, 2028 - April 26, 2029	\$25,000.00
Renewal Term #2	April 27, 2029 - April 26, 2030	\$25,000.00
TOTAL		\$125,000.00

The City, at its sole discretion, reserves the right to terminate this agreement with or without cause immediately upon providing written notice to contractor. Upon receipt of such notice, the contractor shall not incur any additional costs under the agreement. The City shall be liable only for reasonable costs incurred by contractor prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

This motion is in accordance with the City of Delray Beach Code of Ordinances Chapter 36.02, Commission Approval Required; and Purchasing Policies and Procedures, Accessing Contracts from other Government Agencies and Not-for-Profit Organizations.

Attachments:

1. Resolution No. 120-25
2. Exhibit A to Res. No. 120-25 - P2025-019
3. Exhibit A to P2025-019 - Pricing Sheet
4. Legal Review
5. RFB2025-3658 Agreement
6. RFB2025-3658 Solicitation

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding is available from 501-43-000-549.52-52 (Operating Supplies External Parts).

Timing of Request:

Timely approval is requested to avoid a disruption in procurement.