



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

29

2. Council Meeting Date:

January 31, 2008

TO: MAYOR & COUNCIL

THROUGH: CITY MANAGER

3. Date Prepared: January 10, 2008

4. Requesting Department: Management Services

5. **SUBJECT:** Approval to utilize the State of Arizona contract for fleet fuel cards with Voyager Fleet Systems in an amount not to exceed \$50,000.

6. **RECOMMENDATION:** Recommend approval to utilize the State of Arizona contract for fleet fuel cards with Voyager Fleet Systems in an amount not to exceed \$50,000.

7. **HISTORICAL BACKGROUND/DISCUSSION:** The primary use of the Voyager Fleet Fuel card is to fuel Police Department motorcycles. City motorcycles require premium grade fuel, which is not provided by other contracted vendors. The Voyager Card allows City motorcycles to be fueled at virtually all retail fuel vendors. Voyager forwards a consolidated monthly invoice, which identifies the City staff who authorized the respective fuel purchase along with purchase metrics, such as date and time, location, gallons and purchase amount. The primary advantage of the Voyager Fleet Fuel card is the respective purchase amount are forwarded net of the Federal Excise tax, which the City is exempt, thereby eliminating the requirement to retain individual purchase receipts necessary to file a quarterly tax return to recover the federal excise tax paid at a retail fuel vendor.

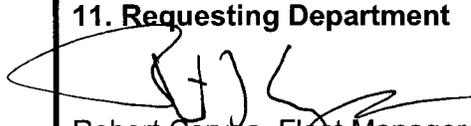
8. **EVALUATION PROCESS:** The requested service has been bid by the State Purchasing Office. By utilizing the State contract, the City of Chandler will save the costs and time associated with the bid process.

9. **FINANCIAL IMPLICATIONS:** Funds for the requested contract will come from General Fund, Fleet Services, Fuel Inventory (101.1270.0000.1510) and are charged back to the using department.

10. **PROPOSED MOTION:** Move to approve use of the State of Arizona contract for fleet fuel cards with Voyager Fleet Systems in an amount not to exceed \$50,000.

APPROVALS

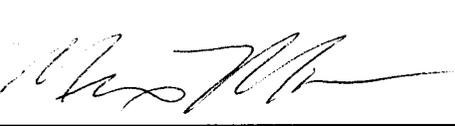
11. Requesting Department


Robert Coryea, Fleet Manager

12. Department Head


Dennis Strachota, Management Services Director

13. Buyer/Contract Admin.


Mike Mandt

14. City Manager


W. Mark Pentz