

**AGENDA ITEM REPORT**

**DATE:** November 5, 2024  
**DEPARTMENT:** Public Safety  
**REQUESTER:**  
**TITLE:** Approve Piggyback Purchase for EMS Ambulance Fuel Cards

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**I. MOTION REQUESTED**

A) Approve Piggyback No. PB240443CJV to utilize pricing on the State of Florida Contract No. 78181701-21-NASPO-ACS for Fuel Card Services, for the purchase of fuel cards for EMS ambulances, on an as-needed basis, through the contract expiration date of December 31, 2025, and any renewals or extensions approved by State of Florida, as approved in the departments' annual adopted budgets.

B) Grant the County Manager or designee the authority to renew the contract and execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

**II. ITEM SUMMARY**

This item approves a piggyback purchase to use the State of Florida Contract for Fuel Card Services. Usage of this contract is to purchase fuel cards for EMS ambulances, on an as-needed basis. EMS uses fueling sites across the County; however, the availability of these sites and their proximity to stations can cause EMS coverage challenges. This fuel card program will permit ambulances to stay within their primary response zones.

Alternative programs researched were direct credit programs that did not provide robust rebate incentives and were not competitively solicited. Due to the lack of availability of contract programs for these services, along with continuously fluctuating interest rates and fuel costs, it was not feasible to perform a market analysis for this purchase at this time.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

EMS ambulances have generally used several locations for fueling throughout their shift. These include county facilities, as well as facilities operated by the school district of Lee County. Recently, the school district chose to decommission its fueling site in Estero, leaving the southern third of the county without a fueling location for EMS.

This program will allow the use of WEX fuel cards for EMS ambulances across the community. Ambulances will be able to use gas stations in the community where they are located, which will also improve response times over travelling to centralized fueling sites.

The budget for fuel for EMS in the current fiscal year is \$631,234.00. The charges under this program will be paid out of this budget line. In an analysis of fuel costs between these publicly available sites using fuel cards and the cost of fuel procured by fleet. There was little appreciable difference between the two costs. The only risk that may be present is that buying in bulk through fleet box in a cost for the fuel purchased, while fueling using these cards will be subject to variable pricing per gallon at the pump.

There is a transaction fee of \$0.15, which equates to approximately 1 cent per gallon at the high end. However, there is also an incentive program for purchasing which can offset this transaction fee and decrease the price per gallon at the pump. We cannot project at this point in time what the potential cost savings is from the incentive program due to not knowing the total amount of fuel that will be purchased through this card program.

**IV. FINANCIAL INFORMATION**

Current Year Dollar Amount: \$631,234

Included in the Current Budget?: Yes  
Fund: General Fund  
Comments:

Is this a revenue or expense item? Expense  
Is this Discretionary or Mandatory? Discretionary  
Will this item impact future budgets? No  
Program: Public Safety  
Project:  
Account Strings: KF5260100100. 505215  
Fund Type? General Fund

**V. RECOMMENDATION**

Approve

**ATTACHMENTS:**

1721912506 Washington NASPO Fleet Card First Amendment, FL\_WEX-FUELCARD-ADDENDUM\_T1P credit form, NASPO Master Agreement Amended and Restated, Piggyback Summary Form, State of FL Contract No. 78181701-21-NASPO-ACS, WEX Bank Document Package

**REVIEWERS:**

Rebecca Hanna, Public Safety  
Benjamin Abes, Public Safety  
Mary Tucker, Procurement  
Anne Henkel, Budget Services  
Peter Winton, County Manager  
Andrea Fraser, County Attorney  
Christine Brady, County Manager

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