



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 8/27/2024

ALL

Item Creation Date: 7/12/2024

E32782.A1 – Fuel Cards and Related Services (U.S. Bank National Association) –  
MOTION

Agenda Item#: 5.

**Summary:**

**NOT A REAL CAPTION**

**AMEND Council Motion No. 2023-0284**, passed on May 3, 2023, to increase the Spending Authority for fuel cards and related services from **U.S. BANK NATIONAL ASSOCIATION** through the Texas SmartBuy Purchasing Cooperative Program; extension of term from Sept. 1, 2024, through Feb. 28, 2025 for the Fleet Management Department

**Background:**

**E32782.A1 – Amend Council Motion No. 2023-0284**, passed on May 3, 2023, to increase the spending authority amount from \$5,166,494.41 to \$10,053,372.81 for fuel cards and related services from **U.S. Bank National Association** through the Texas SmartBuy Purchasing Cooperative Program extension Term from Sept. 1, 2024, through Feb. 28, 2025 for the Fleet Management Department.

**Specific Explanation:**

The Director of the Fleet Management Department (FMD) and the Chief Procurement Officer recommend that the City Council approve an amendment to Council Motion No. 2023-0284 to increase the spending authority from **\$5,166,494.41 to \$10,053,372.81** for fuel cards and related services from **U.S. Bank National Association** through the Texas SmartBuy Purchasing Cooperative Program extension Term from **Sept. 1, 2024, through Feb. 28, 2025** for the Fleet Management Department.

The original spending authority was approved on May 3, 2023, by Motion No. 2023-0284 for an amount of \$5,166,494.41. As of July 12, 2024, expenditures totaled \$4,865,151.31. Texas SmartBuy has extended its contract with U.S. Bank National Association through February 28, 2025. The additional spending authority will cover through the end of the term of the award.

The fuel cards are primarily used by the Houston Fire Department (HFD) and Houston Police Department (HPD). Both departments use the cards in city areas without a nearby City-owned fueling facility, including southwest Houston, Kingwood, and Greenspoint areas.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that “a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

**MWBE Participation:**

Zero-Percentage Goal document approved by the Office of Business Opportunity.

**Fiscal Note:**

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial

Policies.

8/21/2024

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**Jedediah Greenfield, Chief Procurement Officer**  
Finance/Strategic Procurement Division

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**Department Approval Authority**

8/21/2024

**Estimated Spending Authority**

Department	FY2025	Out Years	Total
Fleet Management Department	\$4,886,878.40	\$0.00	\$4,886,878.40

**Prior Council Action:**

Motion No. 2023-284, passed on May 3, 2023

**Amount and Source of Funding:**

\$4,886,878.40 - Fleet Management Fund (1005)

**Contact Information:**

NAME: DEPARTMENT/DIVISION PHONE NO:

NAME:	DEPARTMENT/DIVISION	PHONE NO
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Candice Gambrell, Assistant Director	FIN/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	FIN/SPD	(832) 393-9126

**ATTACHMENTS:**

Description	Type
OBO Waiver	Backup Material
Motion 2023-284	Backup Material
Previous RCA -E32782	Backup Material
Tax Report	Backup Material
Certification of Funds	Backup Material
Justification Form	Backup Material
Fiscal Form A	Financial Information
Ownership Form	Backup Material
946-M3 Extension Letter Fully Executed	Backup Material
Funding Verification	Financial Information