

customer pricing below retail and robust fuel management software, including real-time reporting, employee and vehicle data, along with immediate access control.

To enable the City to structure its fuel management, RFP number 2025-P046 was developed to facilitate an agreement with a fuel provider able to satisfy the City of West Kelowna's requirements for fuel supply and delivery.

Three proposals were received by the City in response to the Request for Proposal. The submissions underwent a thorough review process conducted by a panel consisting of two evaluators with the CWK Procurement department independently overseeing and evaluating the pricing component of the RFP to ensure fairness and transparency. As future pricing of fuel is continually variable, the evaluation included a comparison of proponents submitted historic pricing which was based on the City's annual fuel consumption volumes of an estimated 260,000 – 280,000 litres. The 2026 budget includes \$406,500 for fuel.

The agreement will be for a three-year term with an option to extend up to two additional one-year terms and the City's sole discretion.

As outlined in the Request for Proposal, the evaluation criteria were applied according to the weighted matrix below:

- Profile, Experience and Qualifications 30%
- Approach and Methodology 40%
- Pricing Proposal 30%

Through the evaluation process the following weighted scores were established:

Company	Weighted Score
Barry Beecroft Fuel Distributors Ltd.	94.56%
Suncor Energy	84.34%
Parkland Corporation	72.50%

Highest ranked score for the Project was Barry Beecroft Distributors Ltd. With an evaluated score of 94.56%.

FINANCIAL IMPLICATIONS

Following standard market adjustments, there should be no additional impact to the proposed 2026 Operating Budget.

Below are the historical estimated volumes and actual amounts spent on fuel that were referenced as part of the RFP evaluation:

Year	Volume	Amount
2023	280,000 Liters	\$526,804
2024	260,000 Liters	\$452,773