




Transportation Department

FLEET SERVICES DIVISION3201 W. Copans Road, Building 4, 2nd Floor • Pompano Beach, Florida 33069 • 954-357-8061

TO: Sonia Lovett, Purchasing Manager
Purchasing Division

FROM: Ross Meslin, Fleet Director 
Fleet Services Division

DATE: January 08, 2021

SUBJ: Request for Authorization to Piggy-Back the Department of Management Services
Fuel Card Services Contract Based on Anticipated Adoption of the NASPO Fuel Card
Services Master Agreement No. 00819 with Contractor WEX Bank

The Broward County Fleet Services Division (FSD) is requesting authorization to access the Department of Management Services Fuel Card Services Contract based on the anticipated adoption of the NASPO Fuel Card Services Master Agreement No. 00819, with the Contractor WEX Bank.

FSD is responsible for the administration of over 2,000 vehicles that staff utilize for business traveling purposes. A part of administration includes supplying fuel for the vehicles. In efforts of streamlining, FSD has utilized the WEX card which can be used at any fuel station. FSD determined that utilization of the State of Florida Contract is the most economical and efficient method to procure fuel card services.

On August 5, 2018, the Director of Purchasing approved FSD's request to piggy-back off the State Contract No. 973-163-10-1 through Contract TRN2115993G1_1 for a three-year term. Contract TRN2115993G1_1 expires on February 05, 2021; usage to date is \$276,713.59, and the remaining amount is \$23,286.41. FSD has been notified of the State's anticipated adoption of NASPO's Fuel Card Services Master Agreement which started on October 26, 2020 and expires on December 31, 2025. Fleet services Division is requesting a threshold of approximately \$100,000 per year, for a total of \$500,000 to cover usage over a five-year term.

Feel free to contact me directly should you have any questions or concerns regarding this request at 954-357-6492.

Cc: J. Porras, Fleet Services Manager, Fleet Services Division