

RESOLUTION NO. 2025-38

AUTHORIZING CONTRACT NO. 2024-225 WITH J. ROSS EXPRESS INC. FOR MOTOR VEHICLE TOWING AND FLAT TIRE REPLACEMENT SERVICES, AS SPECIFIED AND AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$596,805.00 FOR A THREE-YEAR PERIOD, AND IN AN AMOUNT NOT TO EXCEED \$198,935.00 FOR EACH OF TWO OPTION YEARS, FOR A TOTAL FIVE-YEAR CONTRACT AMOUNT NOT TO EXCEED \$994,675.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has a recurring need for towing and flat tire services for all Authority owned vehicles and, when necessary, the towing of parking violators; and

WHEREAS, the bid from J. Ross Express Inc., located at 3160 E. 79th Street, Cleveland, Ohio 44104, for the furnishing of towing and flat tire services for the Authority's revenue and non-revenue vehicles, as specified and as required, for a period of three years with two, additional one-year options, was received on February 7, 2025 in an amount not to exceed \$596,805.00 for the base three years, and in an amount not to exceed \$198,935.00 per option year, resulting in a total contract amount not to exceed \$994,675.00 for the five-year period; and

WHEREAS, the Authority's General Manager, Chief Executive Officer deems the bid from J. Ross Express Inc. to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid from J. Ross Express Inc. for the furnishing of towing and flat tire services, as specified and as required, for a period of three years with two, additional one-year options for renewal be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with J. Ross Express Inc. for the furnishing of towing and flat tire services, as specified and as required, for a period of three years with two additional one-year options for renewal exercisable by the General Manager, Chief Executive Officer.

Section 3. This contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$596,805.00 for a period of three years, and in an amount not to exceed \$198,935.00 for each of two option years, for a total contract amount not to exceed \$994,675.00 for the five-year period.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor with the specifications and addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

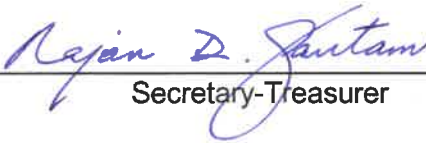
Section 5. That the Authority's Board of Trustees expects that J. Ross Express Inc. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: MARCH 18, 2025



President

Attest: 

Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: MOTOR VEHICLE TOWING AND FLAT TIRE REPLACEMENT SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO ADDITIONAL ONE-YEAR OPTIONS FOR RENEWAL VENDOR: J. ROSS EXPRESS INC. AMOUNT: NTE \$596,805.00 FOR A THREE-YEAR PERIOD AND IN AN AMOUNT NOT TO EXCEED \$198,935.00 FOR EACH OF TWO OPTION YEARS, FOR A TOTAL FIVE-YEAR CONTRACT AMOUNT NOT TO EXCEED \$994,675.00	Resolution No.: 2025-38
	Date: March 13, 2025
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will allow the Greater Cleveland Regional Transit Authority (“Authority”) to enter into a contract for motor vehicle towing and flat tire replacement services for all Authority owned vehicles, as specified and as required, for a period of three years with two, one-year options for renewal.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has a recurring need for towing and flat tire replacement services for its fleet of revenue and non-revenue vehicles and, when necessary, the towing of parking violators.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid was posted on the Authority’s Procurement Department website and advertised in the local newspapers. Nine (9) interested parties downloaded the solicitation package. Bids were opened on February 7, 2025. The Authority received two responsive bids as follows:

Bidder	Base Three Year Total	Option Year One	Option Year Two	Contract Total
J. Ross Express Inc.	\$596,805.00	\$198,935.00	\$198,935.00	\$994,675.00
Interstate Towing & Transport	\$1,178,895.00	\$392,965.00	\$398,315.00	\$1,970,175.00

J. Ross Express Inc. was determined to be a responsible bidder. A price analysis has been performed, and the Procurement Department has determined the bid from J. Ross Express Inc. to be fair and reasonable to the Authority. The annual pricing is based upon estimated quantities for various towing and flat tire replacement services multiplied by the bid price for each category of service. The total bid price is approximately 12% above the independent cost estimate of \$884,750.00 for the five-year period.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.

- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$596,805.00 for a period of three years, and in an amount not to exceed \$198,935.00 for each of two option years, for a total contract amount not to exceed \$994,675.00 for the five-year period.
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would impact the Authority's ability to respond to fleet maintenance needs throughout the service area.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the March 4, 2025 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the bid from J. Ross Express Inc. be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer