

RESOLUTION 2004-04

AUTHORIZING CONTRACT NO. 2003-111 WITH LYDEN OIL CO., FOR THE FURNISHING OF ENGINE OIL, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR WITH AN OPTION FOR ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$234,399.80 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET).

WHEREAS, the Greater Cleveland Regional Transit Authority requires the furnishing of engine oil for lubrication in the Authority's vehicles; and

WHEREAS, the bid of Lyden Oil Co., located at 3711 LeHarps Rd, Youngstown, Ohio 44515 for the furnishing of engine oil, as specified and as required, for a period of one (1) year with a option for one (1) year was received on December 10, 2003, at unit prices resulting in an amount not to exceed two hundred thirty four thousand three hundred ninety-nine & 80/100 dollars (\$234,399.80); and

WHEREAS, the General Manager deems the bid of Lyden Oil Co., 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 of Lyden Oil Co. received on December 10, 2003 be and the same is hereby accepted as a responsive bid from a responsible bidder.

Section 2. That the General Manager of the Authority be and he is hereby authorized to enter into a contract with Lyden Oil Co., for the furnishing of engine oil, as specified and as required, for a period of one (1) year with an option for one (1) year.

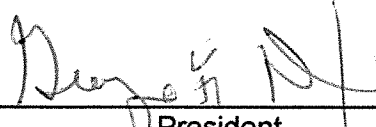
Section 3. That said contract shall be payable from the (General Fund, Fleet Management Department Budget), in an amount not to exceed two hundred thirty four thousand three hundred ninety-nine & 80/100 dollars (\$234,399.80).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda; thereto, if any the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2003-107; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Lyden Oil Co., will attempt to exceed the three percent (3%) minimum DBE goal assigned to this procurement.

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

Adopted: January 27, 2004



President

Attest: 

CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2003-111 WITH LYDEN OIL CO., FOR THE FURNISHING OF ENGINE OIL, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR WITH AN OPTION FOR ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$234,399.80 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET).	Resolution No.: 2004-04
	Date: January 22, 2004
	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 action will allow the Authority to enter into a contract for the furnishing of engine oil, as specified and as required, for a period of one (1) year with an option for one (1) year.
- 2.0 DESCRIPTION/JUSTIFICATION: This contract for engine oil is necessary for the maintenance of the Authority's revenue and non-revenue vehicles with combustion; diesel, gasoline and CNG fueled engines. The Authority utilizes the different types of oil recommended by the different engine manufactures of the revenue and non-revenue vehicles.
- 3.0 PROCUREMENT BACKGROUND: Solicitation packages were sent to a total of seven (7) prospective bidders. Bids were opened on December 10, 2003. Four (4) bids were submitted for this bid. Summary of the four (4) bids are as follows:

<u>COMPANY</u>	<u>TOTAL BID PRICE</u>
Lyden Oil Co. 3711 LeHaps Rd. Youngstown, Ohio 44515	\$234,399.80
American AGIP 666 Fifth Avenue New York, NY 10103	\$241,713.80
The Farley Co. 4411 Crystal Parkway Kent, Ohio 44240	\$314,524.60
Universal Oil Co. 265 Jefferson Ave. Cleveland, Ohio 44113	\$350,884.75

The bid of Lyden Oil Co. has been determined by the Procurement Department to be a responsive bid from a responsible bidder. Lyden Oil Co. has provided services on previous contracts for engine oil. A price analysis has been performed and the Procurement Department has determined the price to be fair and reasonable to the Authority.

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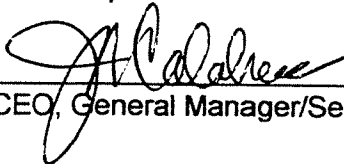
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: All Affirmative Action requirements have been met. A 3% DBE goal was established for this procurement. The Lyden Oil Company has committed to achieve the goal through the utilization of the following DBE firm(s):

DBE(s) Name/Address	DBE Category	Scope of Work	Amount	Percent
*L. Gray Barrel and Drum Company Cleveland, Ohio	African American Male	Supply Reconditioned Drums	\$7,500.00	3%
Total DBE Participation			\$7,500.00	3%

*DBE Supplier. Although the actual DBE subcontract is \$12,500, only 60% of the subcontract amount (\$7,500) can count towards the DBE goal according to the federal regulations.

- 5.0 POLICY IMPACT: Does not apply:
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the General Fund, Fleet Management Department Budget, in an amount not to exceed two hundred thirty four thousand three hundred ninety-nine & 80/100 dollars (\$234,399.80). The bid price is below the \$245,392.00 estimated cost for this procurement.
- 7.0 ALTERNATIVES: Reject all bids. Rejection of this offer would delay procurement of engine oil and risk not having engine oil available to maintain the engines in the Authority's revenue and non-revenue vehicles.
- 8.0 RECOMMENDATION: It is recommended that the bid of Lyden Oil Co., be accepted and the resolution passed authorizing the General Manager to enter into a contract.
- 9.0 ATTACHMENTS: Attachment A – Bid Summary.

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



CEO, General Manager/Secretary-Treasurer

