

RESOLUTION 2005- 47

AUTHORIZING CONTRACT NO. 2005-023 WITH UNIVERSAL OIL INC. FOR THE FURNISHING OF ANTIFREEZE, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$91,983.25 WITH AN OPTION FOR ONE (1) ADDITIONAL YEAR AT THE SAME AMOUNT FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$183,966.50 (GENERAL FUND - FLEET MANAGEMENT DEPARTMENT BUDGET).

WHEREAS, the Greater Cleveland Regional Transit Authority requires the furnishing of antifreeze for the routine maintenance of the Authority's revenue and non-revenue vehicles; and

WHEREAS, the bid of Universal Oil Inc, located at 265 Jefferson Avenue, Cleveland, Ohio 44515 for the furnishing of antifreeze, as specified and as required, for a period of one (1) year with an option for one (1) year was received on April 7, 2005, at unit prices resulting in an amount not to exceed ninety one thousand nine hundred eighty-three & 25/100 dollars (\$91,983.25) for the base year with an option for one (1) additional year at the same rates; and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Universal Oil 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 of Universal Oil Inc., for the furnishing of antifreeze be and the same is hereby accepted as a responsive bid from a responsible bidder.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Universal Oil Inc. for the furnishing of antifreeze, as specified and as required, for a period of one (1) year with the right to exercise the option for one (1) additional year at the bid price.

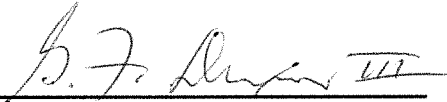
Section 3. That said contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed ninety-one thousand nine hundred eighty-three & 25/100 dollars (\$91,983.25) for the base year with an option for one (1) additional year at the same rates.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years, compliance by the contractor to the Specification and Addenda; if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2004-112; 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 Universal Oil 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: April 19, 2005

  
\_\_\_\_\_  
President

Attest:   
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CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority  
**STAFF SUMMARY AND COMMENTS**

F-3

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2005-023 WITH UNIVERSAL OIL INC, FOR THE FURNISHING OF ANTIFREEZE, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$91,983.25 WITH AN OPTION FOR ONE (1) ADDITIONAL YEAR AT THE SAME AMOUNT FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$183,966.50 (GENERAL FUND - FLEET MANAGEMENT DEPARTMENT BUDGET).	Resolution No.: 2005- 47
	Date: April 14, 2005
	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 antifreeze, as specified and as required, for a period of one (1) year with an option for one (1) additional year.
- 2.0 DESCRIPTION/JUSTIFICATION: This contract for antifreeze is required in the routine maintenance of all revenue and non-revenue vehicles operated by the Authority.
- 3.0 PROCUREMENT BACKGROUND: Notification of this solicitation was sent to a total of four (4) prospective bidders. Bids were opened on April 7, 2005. Two (2) responsive bids were submitted for this procurement. Summary of the two (2) bids are as follows:

<u>Anticipated Usage</u>	<u>Universal Oil Co.</u>	<u>Northeast</u>
1,925 (gal) \$6.89 55 gal Drums/Yr	\$6.89	\$8.03
12,000 gal. /Yr.	\$6.56	\$6.86
Total Bid	\$183,966.50	\$195,555.55

The bid of Universal Oil Inc. has been determined by the Procurement Department to be a responsive bid from a responsible bidder. Universal Oil Inc. has provided services on previous contracts for antifreeze. A price analysis has been performed and the Procurement Department has determined the price to be fair and reasonable to the Authority. Attachment A reflects the bid history on recent antifreeze purchases.

- 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 subcontracting opportunities
- 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 ninety-one thousand nine hundred eighty-three & 25/100 dollars (\$91,983.25) for the base year with an option for one (1) additional year at the same rates.
- 7.0 ALTERNATIVES: Reject all bids. Rejection of this bid would delay procurement of antifreeze leaving the Authority without enough antifreeze to service the Authority's revenue and non-revenue vehicles causing potential disruptions in service.

- 8.0 RECOMMENDATION: It is recommended that the bid of Universal Oil Inc. be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: Attachment A, Bid History.

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



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CEO, General Manager/Secretary-Treasurer

**ATTACHMENT A**

Bid History of Antifreeze

<b>Year</b>	<b>55 Gal. Drum</b>		<b>UsageBulk</b>	<b>Usage</b>
2004	\$7.90	(3,135 gal)	\$7.70	(7,600 gal)
2005	\$6.89	(1,925 gal)	\$6.56	(12,000 gal)