

RESOLUTION NO. 2006-7

AUTHORIZING AN INCREASE TO A BLANKET PURCHASE WITH PREVOST BUS INC. FOR NON-INVENTORY BUS PARTS, AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$4,004.21 FOR A TOTAL PURCHASE AMOUNT NOT TO EXCEED \$28,954.21 (GENERAL FUND – FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has identified a need to procure certain non-inventory bus parts to support the bus fleet's vehicles; and

WHEREAS, after a competitive bid process, a small purchase contract was entered into with Prevost Bus Inc., P.O. Box 5592, Elgin, IL 60121 for certain non-inventory bus parts at a price not to exceed \$24,950.00; and

WHEREAS, the Authority has identified a need to increase the blanket purchase with Prevost Bus Inc. for additional non-inventory bus parts in an amount not to exceed four thousand four & 21/100 dollars (\$4,004.21); and

WHEREAS, said increase will exceed the General Manager/Secretary-Treasurer's small purchase authority; and

WHEREAS, the General Manager/Secretary-Treasurer has deemed it to be in the best interest of the Authority to procure these parts by increasing the blanket purchase order with Prevost Bus Inc. 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 offer of Prevost Bus, Inc. to provide additional non-inventory bus parts be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to amend the blanket purchase with Prevost Bus Inc. to provide certain additional non-inventory bus parts.

Section 3. That said amendment shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed four thousand four & 21/100 dollars (\$4,004.21), for a total amount not to exceed twenty-eight thousand nine hundred fifty-four & 21/100 dollars (\$28,954.21).

Section 4. That all other terms and conditions of said purchase shall remain unchanged.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: _____, 2006

President

Attest: _____
CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING AN INCREASE TO A BLANKET PURCHASE WITH PREVOST BUS INC. FOR NON-INVENTORY BUS PARTS, AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$4,004.21 FOR A TOTAL PURCHASE AMOUNT NOT TO EXCEED \$28,954.21 (GENERAL FUND – FLEET MANAGEMENT DEPARTMENT BUDGET).	Resolution No.: 2006-7
	Date: January 19, 2006
	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 increase a blanket purchase with Prevost Bus Inc. for certain additional non-inventory bus parts.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority initially awarded a blanket purchase order using competitive procurement in an amount not to exceed \$24,950.00 for certain non-inventory bus parts. The Authority has a requirement for additional non-inventory parts included in the Prevost Bus blanket purchase order. These additional purchases will exceed the General Manager/Secretary-Treasurer's small purchase authority.
- 3.0 PROCUREMENT BACKGROUND: In January 2005, the Authority entered into a blanket purchase order agreement with Prevost Bus Inc., for certain non-inventory bus parts. Due to an increase requirement, an additional \$4,004.21 will be required. Since this amount exceeds the General Manager/Secretary-Treasurer's small purchase limit, Board authorization is required.

A price analysis has been performed and the Procurement Department has determined the pricing to be fair and reasonable.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not establish goals on small purchases.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This amendment is funded through the General Fund, Fleet Management Department budget in the amount not to exceed four thousand four & 21/100 dollars (\$4,004.21) for a total amount not to exceed twenty eight thousand nine hundred fifty four & 21/100 dollars (\$28,954.21).
- 7.0 ALTERNATIVES: Reject this change order. Rejection of this change order would delay furnishing revenue vehicles with certain required non-inventory parts and may cause disruption of service.

- 8.0 RECOMMENDATION: It is recommended that the change order be accepted and the resolution passed authorizing the General Manager/Secretary Treasurer to modify the purchase order.
- 9.0 ATTACHMENTS: None.

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

CEO, General Manager/Secretary-Treasurer