

RESOLUTION NO. 2007-123

AUTHORIZING AN INCREASE TO A BLANKET PURCHASE WITH MYERS EQUIPMENT CORP. FOR NON-INVENTORY BUS PARTS, AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$10,000.00 FOR A TOTAL AMOUNT NOT TO EXCEED \$34,500.00 (GENERAL FUND, PARATRANSIT DISTRICT BUDGET)

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

WHEREAS, after a competitive bid process, a small purchase blanket order was entered into with Myers Equipment Corp., located at 8860 Akron-Canfield Road, Canfield, OH 44406, for certain non-inventory bus parts in an amount not to exceed twenty-four thousand five hundred & 00/100 dollars (\$24,500.00); and

WHEREAS, the Authority has identified a need to increase the blanket purchase order with Myers Equipment Corp. for additional non-inventory bus parts in an amount not to exceed ten thousand & 00/100 dollars (\$10,000.00); 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 Myers Equipment Corp. 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 Myers Equipment Corp. to provide certain additional non-inventory bus parts, be and the same is hereby accepted.

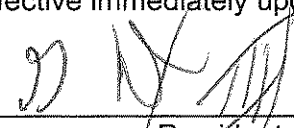
Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to amend the blanket purchase order with Myers Equipment Corp. to provide certain additional non-inventory bus parts.

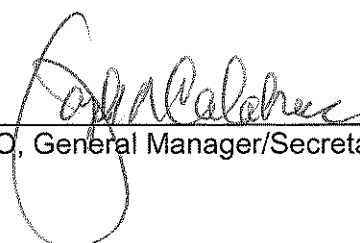
Section 3. That said amendment shall be payable out of the General Fund, Paratransit District budget, in an amount not to exceed ten thousand & 00/100 dollars (\$10,000.00) for a total contract amount not to exceed thirty-four thousand five hundred & 00/100 dollars (\$34,500.00).

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

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

Adopted: August 21, 2007

  
\_\_\_\_\_  
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 MYERS EQUIPMENT CORP. FOR NON-INVENTORY BUS PARTS, AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$10,000.00 FOR A TOTAL AMOUNT NOT TO EXCEED \$34,500.00 (GENERAL FUND, PARATRANSIT DISTRICT BUDGET)	Resolution No.: 2007-123
	Date: August 16, 2007
	Initiator: Paratransit District
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 order with Myers Equipment Corp. for certain non-inventory bus parts.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority initially awarded a small blanket purchase order based upon a competitive procurement in an amount not to exceed \$24,500.00 for certain non-inventory bus parts. The Authority has a requirement for additional non-inventory parts included in the Myers Equipment Corp. blanket purchase order. These additional purchases will exceed the General Manager/Secretary-Treasurer's small purchase authority.
- 3.0 PROCUREMENT BACKGROUND: In February 2007, the Authority entered into a blanket purchase order with Myers Equipment Corp. for certain non-inventory bus parts. Due to increased requirements, an additional \$10,000.00 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 conduct Affirmative Action reviews or establish goals on any procurement that initially was less than \$25,000.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This change order is funded through the Paratransit District budget in an amount not to exceed ten thousand & 00/100 dollars (\$10,000.00) for a total contract amount not to exceed thirty-four thousand five hundred & 00/100 dollars (\$34,500.00).
- 7.0 ALTERNATIVES: Reject this change order. Rejection of this change order would delay furnishing Paratransit vehicles with certain required non-inventory parts and may cause service disruption.
- 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 blanket purchase order.

9.0 ATTACHMENTS: None.

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