

RESOLUTION NO. 2008-49

AUTHORIZING CONTRACT NO. 2007-134 WITH ANA LABORATORIES, INC. FOR THE FURNISHING OF OIL/FLUIDS ANALYSIS SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED \$114,995.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has recurring requirements for services to test used motor oil for impurities which might indicate an engine problem; and

WHEREAS, the bid of Ana Laboratories, Inc. located at 130-D Harding Avenue, Bellmawr, NJ 08031 for the furnishing of oil/fluids analysis services, as specified and as required, for a period of two (2) years in an amount not to exceed one hundred fourteen thousand nine hundred ninety-five & 00/100 (\$114,995.00) was received on March 19, 2008; and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Ana Laboratories, 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 Ana Laboratories, Inc. for the furnishing of oil/fluids analysis services 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 enter into a contract with Ana Laboratories, Inc. for the furnishing of oil/fluids analysis services, as specified and as required, for a period of two (2) years.

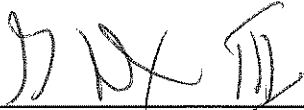
Section 3. That said contract shall be payable from the General Fund, Fleet Management Department Budget, in an amount not to exceed one hundred fourteen thousand nine hundred ninety-five & 00/100 dollars (\$114,995.00) for a period of two (2) years.

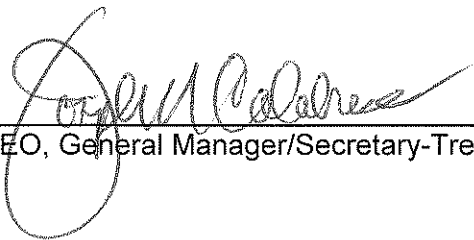
Section 4. That said contract shall be binding upon and an obligation of the Authority, contingent upon the availability of future funding; compliance by the contractor to the Specifications and Addenda; thereto, if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2007-064 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 Ana Laboratories, 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 15, 2008

  
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President

Attest:   
\_\_\_\_\_  
CEO, General Manager/Secretary-Treasurer



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

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2007-134 WITH ANA LABORATORIES, INC. FOR THE FURNISHING OF OIL\FLUIDS ANALYSIS SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED \$114,995.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)	Resolution No.: 2008-49
	Date: April 10, 2008
	Initiator: Fleet Management Department
ACTION REQUEST: X 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 oil/fluids analysis services, as specified, on a requirement basis for a period of two (2) years
- 2.0 DESCRIPTION/JUSTIFICATION: This service provides the Authority with an analysis of various lubricating oils, fuel and other fluids used in our bus and rail fleets. The early detection of contaminants provide the Authority with an early warning of potential failures. The contractor will provide all labor and materials necessary to perform the service and provide the Authority with recommended maintenance practices for our fleet.
- 3.0 PROCUREMENT BACKGROUND: The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in local newspapers. Two (2) bids were received on March 19, 2008 as follows:

<u>Company</u>	<u>Cost Per Month</u>	<u>Annual Bid Price</u>
Ana Laboratories, Inc.	\$4,791.45	\$57,497.50
Stavely Services	\$8,716.66	\$104,600.00

The bid of Ana Laboratories, Inc. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder. Ana Laboratories has provided services on previous oil analysis contracts and they have also performed these services on small purchase procurements.

A price analysis has been performed and the Procurement Department has determined the price to be fair and reasonable to the Authority.

- 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 procurement shall be payable from the General Fund, Fleet Management Department budget in an amount not to exceed one hundred fourteen thousand nine hundred ninety-five & 00/100 dollars (\$114,995.00) for a period of two (2) years. The annual expenditure of \$57,497.50 is 16.5% above the estimated cost of \$48,000.00 per year for this procurement. Additional monies are available to cover the shortage.

- 7.0 ALTERNATIVES: Reject all bids. Rejection of this offer would cause delays in the procurement of the oil/fluids analysis services and possibly affect the GCRTA's ability to forecast engine failures and increase fleet downtime.
- 8.0 RECOMMENDATION: It is recommended that the bid of Ana Laboratories, Inc. be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer 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.



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CEO, General Manager/Secretary-Treasurer