RESOLUTION NO. 2009-11

AUTHORIZING CONTRACT NO. 2008-298 WITH NORTHEAST LUBRICANTS, LTD. FOR THE FURNISHING OF ENGINE OIL, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$382,168.00 (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 Northeast Lubricants, LTD., located at 4478 Johnston Parkway, Cleveland, Ohio 44128 for the furnishing of engine oil, as specified and as required, for a period of one (1) year was received on January 22, 2009, at unit prices resulting in an amount not to exceed three hundred eighty-two thousand one hundred sixty-eight & 00/100 dollars (\$382,168.00); and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Northeast Lubricants, LTD 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 Northeast Lubricants, LTD., for the furnishing of engine oil, as specified and as required, be and the same is hereby accepted.
- Section 2. That the General Manager/Secretary-Treasurer be and he is hereby authorized to enter into a contract with Northeast Lubricants, LTD. for the furnishing of engine oil, as specified and as required, for a period of 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 three hundred eighty-two thousand one hundred sixty-eight & 00/100 dollars (\$382,168.00).
- Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2008-061; 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 Northeast Lubricants, LTD. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

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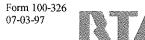
Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: February 17, 2009

President

Attest:

 $CE\phi$, Genera Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2008-298 WITH NORTHEAST LUBRICANTS, LTD. FOR THE FURNISHING OF ENGINE OIL, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$382,168.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)	Resolution No.: 2009-11 Date: February 12, 2009 Initiator: Fleet Management Department
ACTION REQUEST:	
Approval Review/Comment Information Only 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.
- 2.0 DESCRIPTION/JUSTIFICATION: This contract for engine oils is necessary for the maintenance of the Authority's revenue and non-revenue vehicles with combustion; diesel, gasoline and CNG fueled engines. The Authority utilized the different types of oil recommended by the different engine manufacturers of the revenue and non-revenue vehicles.
- 3.0 PROCUREMENT BACKGROUND: The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Two (2) bids were received on January 22, 2009 as follows:

GCRTA Part No	Estimated Usage	Northeast Lubricants	Universal Oil
		Unit Cost	Unit Cost
61-162A-Bulk	1,500 gal.	\$7.00	\$9.50
61-185-Bulk	55,000 gal.	\$6.72	\$7.15
61-185A-Drum	275 gal.	\$7.52	\$7.49
Total Bid Price		\$382,168.00	\$409,559.75

The bid of Northeast Lubricants, Ltd. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder. Northeast Lubricants has provided services on the furnishing of engine oil on the Authority's last contract. 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 will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed three hundred eighty-two thousand one hundred sixty-eight & 00/100 dollars (\$382,168.00).
- 7.0 ALTERNATIVES: <u>Reject all bids</u>. 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 Northeast Lubricants, LTD. 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.

CEO, General Manager/Secretary-Treasurer