

RESOLUTION NO. 2013-74

AUTHORIZING CONTRACT NO. 2013-098 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 \$50,304.80 WITH AN OPTION FOR ONE (1) ADDITIONAL YEAR IN AN AMOUNT NOT TO EXCEED \$50,304.80, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$100,609.60. (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires the replacement of antifreeze in the routine maintenance of all revenue and non-revenue vehicles; and

WHEREAS, the bid of Universal Oil, Inc, located at 265 Jefferson Avenue, Cleveland, Ohio 44113 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 was received on June 27, 2013, at unit prices resulting in a total contract amount not to exceed \$100,609.60; 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, as specified and as required, for a period of one (1) year with an option for one (1) additional year, 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 Universal Oil, Inc., 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.

Section 3. That said contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$50,304.80 with an option for one (1) additional year in an amount not to exceed \$50,304.80, for a total contract amount not to exceed \$100,609.60.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon funding for future years and compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2013-031; 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: August 20, 2013



President

Attest:



CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF ANTIFREEZE, AS SPECIFIED AND AS REQUIRED VENDOR: UNIVERSAL OIL, INC. AMOUNT: NOT TO EXCEED \$100,609.60	Resolution No.: 2013-74
	Date: August 15, 2013
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> 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 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:** The antifreeze is required for the routine maintenance of all revenue and non-revenue vehicles operated by the Authority.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid was posted on the GCRTA Procurement web site and advertised in the local newspapers. Bids were opened on June 27, 2013. The following is a summary of the bids received:

Bidders	Anti Freeze	Anticipated Usage (gals)	Unit Cost Per Gallon	Base Year	Option Year	Extended Cost with Option
Universal Oil	Bulk	10,000	\$4.44	\$44,400.00	\$44,400.00	
	Drum	1,200	\$4.88	\$5,904.80	\$5,904.80	\$100,609.60
Innovative Fluids	Bulk	10,000	\$4.87	\$48,700.00	\$48,700.00	
	Drum	1,200	\$5.09	\$6,158.90	\$6,158.90	\$109,717.80
Northeast Lube	Bulk	10,000	\$5.92	\$59,200.00	\$59,200.00	
	Drum	1,200	\$6.88	\$8,324.80	\$8,324.80	\$135,049.60
Auto Dist.	Bulk	10,000	\$5.69	\$56,900.00	\$56,900.00	
	Drum	1,200	\$6.01	\$7,272.10	\$7,272.10	\$128,344.20

A price analysis has been performed and the Procurement Department has determined the price of Universal Oil, Inc. to be fair and reasonable to the Authority.

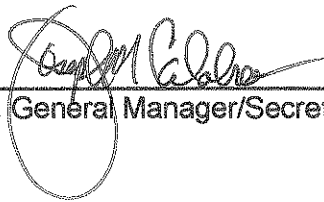
Staff Summary & Comments

Antifreeze

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- 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 \$50,304.80 with an option for one (1) additional year in an amount not to exceed \$50,304.80 for a total contract amount not to exceed \$100,609.60. The bid price is 47% below the budget estimate.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would cause delays in the procurement of antifreeze and impact service quality.
- 8.0 RECOMMENDATION: It is recommended that the offer of Universal Oil, 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.



CEO, General Manager/Secretary-Treasurer