

RESOLUTION NO. 2017-98

AUTHORIZING CONTRACT NO. 2017-127 WITH NORTHEAST LUBRICANTS, LTD. FOR THE FURNISHING OF TRANSMISSION FLUID, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED \$351,318.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

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

WHEREAS, the bid of Northeast Lubricants, Ltd. located at 4500 Renaissance Parkway, Cleveland, Ohio 44128 for the furnishing of transmission fluid, as specified and as required, for a period of two (2) years in an amount not to exceed \$351,318.00, was received on October 26, 2017; and

WHEREAS, the CEO, 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 transmission fluid, as specified and as required, for a period of two (2) years, be and the same is hereby accepted.

Section 2. That the CEO, General Manager/Secretary-Treasurer be and he is hereby authorized to enter into a contract with Northeast Lubricants, Ltd. for the furnishing of transmission fluid, as specified and as required, for a period of two (2) years

Section 3. This procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$351,318.00 for a period of two (2) years.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon 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. 2015-76; 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.

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

Adopted: November 21, 2017

  
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President

Attest:   
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CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: <b>CONTRACT: REQUIREMENTS CONTRACT FOR TRANSMISSION FLUID</b>  <b>VENDOR: NORTHEAST LUBRICANTS, LTD.</b>  <b>AMOUNT: \$351,318.00 FOR A PERIOD OF TWO YEARS</b>	Resolution No.: <b>2017-98</b>
	Date: <b>November 16, 2017</b>
	Initiator: <b>Fleet Management Department</b>
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 resolution will allow the Authority to enter into a contract for the furnishing of transmission fluid, as specified and as required, for a period of two (2) years.

2.0 DESCRIPTION/JUSTIFICATION: The transmission fluid is required for the routine maintenance of all revenue and non-revenue vehicles operated by the Authority. The estimated annual usage is 10,200 gallons of transmission fluid, with 4,200 gallons purchased in 55 gallon drums and 6,000 gallons purchased in bulk.

3.0 PROCUREMENT BACKGROUND: The Invitation for Bid ("IFB") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Seventeen (17) interested parties downloaded the solicitation package. Four (4) responsive bids were received on October 26, 2017. A summary of the bids is detailed on Attachment A. The total bid of \$351,318.00 from Northeast Lubricants, Ltd., for a period of two years, was determined to be the lowest responsive bid from a responsible bidder.

A price analysis has been performed and the Procurement Department has determined the price submitted by Northeast Lubricants, Ltd. to be fair and reasonable to the Authority.

4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE participation 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 \$351,318.00 for a period of two years. The bid price is approximately 1% below the budget estimate.

7.0 ALTERNATIVES: Reject this offer. Rejection of this offer could impact the timely replacement of transmission fluid, which could impact service quality.

- 8.0 RECOMMENDATION: It is recommended that the offer of Northeast Lubricants, Ltd. be accepted and the resolution passed authorizing the CEO, General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENT: Attachment A – Bid Summary for Transmission Fluid.

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

