

RESOLUTION NO. 2020-29

AUTHORIZING CONTRACT NO. 2020-144 WITH J. ROSS EXPRESS INC. FOR MOTOR VEHICLE TOWING AND FLAT TIRE REPLACEMENT SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO, ADDITIONAL ONE YEAR OPTIONS FOR RENEWAL, AT A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$563,800.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has a recurring need for towing and flat tire services for its fleet of revenue and non-revenue vehicles and, when necessary, the towing of parking violators; and

WHEREAS, the bid of J. Ross Express Inc., located at 3160 East 79<sup>th</sup> Street Cleveland, Ohio 44104, for the furnishing of towing and flat tire services for the Authority's revenue and non-revenue vehicles, as specified and as required, for a period of three years with two, additional one-year options for renewal, was received on March 18, 2020, at unit prices resulting in an amount not to exceed \$338,280.00 for the base three years, and in an amount not to exceed \$112,760.00 per option year, resulting in a total contract amount not to exceed \$563,800.00 for the five-year period; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of J. Ross Express 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 J. Ross Express Inc., for the furnishing of towing and flat tire services, as specified and as required, for a period of three years with two, additional one-year options for renewal, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and is hereby authorized to enter into a contract with J. Ross Express Inc., for the furnishing of towing and flat tire services, as specified and as required, for a period of three years with two, additional one-year options for renewal, exercisable by the General Manager, Chief Executive Officer.

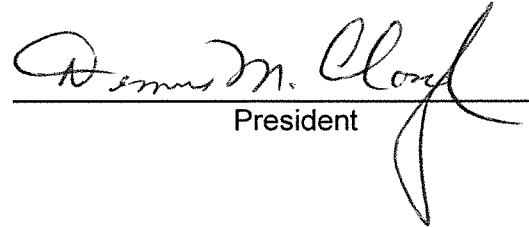
Section 3. That said contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$338,280.00 for the period three years and in an amount not to exceed \$112,760.00 for each option year, for a total contract amount not to exceed \$563,800.00 for the five-year period.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; 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 J. Ross Express 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 14, 2020

  
\_\_\_\_\_  
President

Attest:   
\_\_\_\_\_  
Interim Secretary-Treasurer



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

<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> MOTOR VEHICLE TOWING AND FLAT TIRE REPLACEMENT SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO, ADDITIONAL ONE-YEAR OPTIONS FOR RENEWAL  <b>VENDOR:</b> J. ROSS EXPRESS INC.  <b>AMOUNT:</b> NOT TO EXCEED \$563,800.00	<b>Resolution No.:</b> 2020-29
	<b>Date:</b> April 9, 2020
	<b>Initiator:</b> Fleet Management Department
<b>ACTION REQUEST:</b> <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 authorize the Authority to enter into a contract for Motor Vehicle Towing and Flat Tire Replacement Services for revenue and non-revenue vehicles, as specified and as required, for a period of three years with two, one-year options for renewal.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has a recurring need for towing and flat tire services for its fleet of revenue and non-revenue vehicles and, when necessary, the towing of parking violators.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Sixteen interested parties downloaded the solicitation. Bids were opened on March 18, 2020 and the Authority received two responsive bids from two responsible bidders as follows:

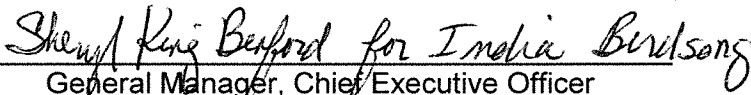
Bidder	Base Three Year Total	Option Year One	Option Year Two	Contract Total
J. Ross Express Inc.	\$338,280.00	\$112,760.00	\$ 112,760.00	\$ 563,800.00
Rich's Towing	\$407,445.00	\$148,244.00	\$ 152,811.00	\$ 708,500.00

A price analysis has been performed, and the Procurement Department has determined the price submitted by J. Ross Express Inc. to be fair and reasonable to the Authority. The total bid price is 9.26% below the budget estimate.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative 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 \$338,280.00 for a period of three years, and in an amount not to exceed \$112,760.00 for each option year, for a total contract amount not to exceed \$563,800.00 for the five year period.

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would impact the Authority's ability to provide reliable and timely service.
- 8.0 RECOMMENDATION: It is recommended that the bid of J. Ross Express Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENT: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
General Manager, Chief Executive Officer