

RESOLUTION NO. 2020-83

AUTHORIZING CONTRACT NO. 2020-091 WITH NORFLEET DISTRIBUTORS, LLC FOR THE FURNISHING OF PERSONAL PROTECTIVE EQUIPMENT (PPE), AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE YEAR NOT TO EXCEED \$110,160.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires its employees to wear Personal Protective Equipment (PPE) while working; and

WHEREAS, the bid of Norfleet Distributors, LLC located at 32493 Jefferson Drive, Solon, Ohio 44139, for the furnishing of personal protective equipment, as specified and as required, in an amount not to exceed \$110,160.00 for the period of one year, was received on September 16, 2020; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Norfleet Distributors, LLC 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 Norfleet Distributors, LLC for the furnishing of personal protective equipment, as specified and as required, for a period of one year, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with Norfleet Distributors, LLC for the furnishing of personal protective equipment, as specified and as required, for the period of one year.


Section 3. That this procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$110,160.00 for the period of one year.

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; 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 Norfleet Distributors, LLC, will attempt to exceed the 12% minimum DBE goal assigned to this procurement.

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

Adopted: November 17, 2020



President

Attest:



Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF PERSONAL PROTECTIVE EQUIPMENT (PPE), AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE YEAR VENDOR: NORFLEET DISTRIBUTORS, LLC AMOUNT: NOT TO EXCEED \$110,160.00	Resolution No.: 2020-83
	Date: November 12, 2020
	Initiator: Fleet Management Department
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 action will allow the Authority to enter into a contract for the purchase of Personal Protective Equipment (PPE) for the Authority's employees, as specified and as required, for a period of one year.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Due to the COVID-19 pandemic, the Authority has a need for PPE. This contract will provide the Authority's Supply Chain Management Department with up to 600,000 nitrile gloves and up to 48,000 disposable masks that will be available for use by Authority employees when on Authority property.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Two hundred thirty-three interested parties downloaded the solicitation. Four responsive bids were opened on September 16, 2020 as follows:

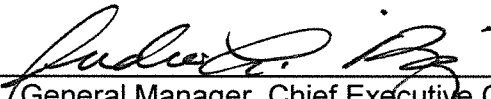
Bidder	Nitrile Gloves	Dust/Surgical Mask	Total
Norfleet Distributors	\$102,000	\$8,160	\$110,160
Neopart	\$109,500	\$3,840	\$113,340
Trans Logic	\$114,000	\$39,840	\$153,840
TSS	\$150,000	\$28,320	\$178,320

The Total Bid from Norfleet Distributors, LLC was determined to be a responsive bid from a responsible bidder. A price analysis has been performed and the Procurement Department has determined the total price submitted by Norfleet Distributors, LLC to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 12% DBE goal was established for this procurement. Norfleet Distributors, LLC has committed to \$7,931.52 or 7% DBE participation on the contract through the utilization of ZayMat (African American-owned) to supply materials in the amount of \$13,219.20 (equals \$7,931.52 under Federal Regulations). Norfleet Distributors, LLC also submitted documentation that demonstrates sufficient good faith effort has been made to achieve the 12% DBE participation goal.
- 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 \$110,160.00 for the period of one year. The bid price is approximately 39% below the budget estimate.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer could affect the Authority's ability to provide its employees with PPE, which would impact the Authority's ability to provide safe and reliable service to the public.
- 8.0 **RECOMMENDATION:** It is recommended that the bid of Norfleet Distributors, LLC 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