

RESOLUTION NO. 2023-21

AUTHORIZING CONTRACT NO. 2023-014 WITH NORTHEAST LUBRICANTS LTD. FOR THE FURNISHING OF TRANSMISSION FLUID, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$112,275.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has a recurring requirement to obtain transmission fluid, as specified and as required, for a period of one (1) year, to be used by the Authority for 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 one (1) year, at unit prices resulting in a total contract amount not to exceed \$112,275.00, was received on March 1, 2023; and

WHEREAS, said bid was the lowest responsive and responsible bid received in response to the solicitation; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Northeast Lubricants Ltd., to be advantageous to the Authority 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 one (1) year be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she 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 one (1) year.

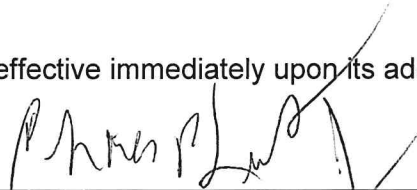
Section 3. This contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$112,275.00 for a period of one (1) year.

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, thereto, 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 Northeast Lubricants Ltd. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

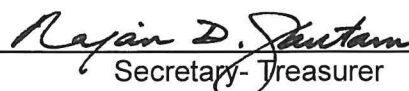
Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: March 21, 2023



President

Attest:



Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF TRANSMISSION FLUID, AS SPECIFIED & AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR VENDOR: NORTHEAST LUBRICANTS LTD. AMOUNT: NTE \$112,275.00	Resolution No.: 2023-21
	Date: March 16, 2023
	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 Greater Cleveland Regional Transit Authority (“Authority”) to enter into a contract for the procurement of transmission fluid, as specified and as required, for a period of one (1) year.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority has a recurring need for transmission fluid for the maintenance of all revenue and non-revenue vehicles.
- 3.0 PROCUREMENT BACKGROUND: The Invitation for Bids (“IFB”) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Thirteen (13) interested parties downloaded the solicitation. Three (3) responsive bids were received on March 1, 2023. The bid of Northeast Lubricants Ltd. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

Supplier	Anticipated Usage Gallons	Cost Per Gallon	Total Contract
Northeast Lubricants Ltd.	4,500	\$24.95	\$112,275.00
Reladyne	4,500	\$28.16	\$126,720.00
Rowleys Wholesale	4,500	\$29.21	\$131,432.90

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 \$112,275.00 for a period of one (1) year. The contract award is approximately 9% below the budget estimate.
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would delay procurement of this product and cause the Authority to be without transmission fluid, adversely affecting the maintenance of all 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, 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