MEMORANDUM

To: Ted Smith, Chair of TARC Board of Directors

From: Ozzy Gibson, Interim Executive Director

Date: May 22, 2024

Re: Resolution 2024-19 Bulk Oils, Liquids, Fluids and Lubricants (ITB 20211667)

In January 2022, the Board of Directors authorized and approved the Executive Director to enter into an agreement with multiple vendors for bulk oils, liquids, fluids and lubricants to support the maintenance and repair of fleet. A total of five (5) vendors currently in contract for this commodity.

The Procurement Department performed a spend analysis for the first term (2 years) of the contract. The analysis indicated an increase in the volume in FY 2023 and FY 2024 in comparison to the COVID years of FY 2021-2022. We recently completed the initial term of this contract without any price increase.

The Procurement Department is recommending to exercise the first year of the three (3) optional one (1) year terms with an increase of estimated annual spend in the amount of $401,100.00 and the new not-to-exceed amount of $731,015.00 due to a 300% volume product increase.

Please call me at 561-5135 if you have any questions. Thank you.

RESOLUTION 2024-19
BULK OILS, LIQUIDS, FLUIDS AND LUBRICANTS

A Resolution authorizing the Interim Executive Director to enter into the first year of the three (3) optional one (1) year terms for bulk oils, liquids, fluids and lubricants:

WHEREAS, TARC seeks multi-vendor award to provide bulk oils, liquids, fluids and lubricants; and

WHEREAS, a competitive solicitation, Invitation to Bid (ITB) 20211667 was issued on October 2021 for such supplies; and

WHEREAS, TARC received five proposals to its ITB and low bids received and deemed a multi-vendor award to Apollo Oil, Cummins, Landrum, Rely and Valor as being the most responsive and responsible and wish to extend the optional contract; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

The Interim Executive Director is hereby authorized to enter into the first year of the three (3) optional one (1) year terms contract with these suppliers for an annual spend of $401,100, and a not-to-exceed amount of $731,015.

ADOPTED THIS 22ND DAY OF MAY 2024

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Ted Smith, Chair of the Board of Directors