

RESOLUTION NO. 2019- 548

A RESOLUTION AWARDING AN OPEN-END CONTRACT TO PETROCHOICE LLC, AVOCA, PA, FOR THE FURNISHING AND DELIVERY OF TRENT 60 LUBRICATING OIL AND COOLANT FOR THE VINELAND MUNICIPAL ELECTRIC UTILITY – GENERATION DIVISION, IN THE AMOUNT OF \$50,832.18.

WHEREAS, the City of Vineland has heretofore advertised for bids for the furnishing and delivery of Trent 60 Lubricating Oil & Coolant for the Vineland Municipal Electric Utility – Generation Division, for a period of one year starting on January 1, 2020 ending December 31, 2020, in accordance with specifications on file in the office of the Purchasing Agent; and

WHEREAS, on November 26, 2019, bids were received, duly opened and read aloud, being referred to the Business Administrator for tabulation, evaluation, report and recommendation; and

WHEREAS, the Business Administrator has, under date of December 17, 2019 submitted a written report and tabulation of the bids received and has recommended that an open-end contract for the furnishing and delivery of Trent 60 Lubricating Oil & Coolant for the Vineland Municipal Electric Utility – Generation Division, be awarded to PetroChoice LLC, Avoca, PA, in the amount of \$50,832.18, said bid being the only bid received and considered in the best interest of the City of Vineland; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said open-end contract for the furnishing and delivery of Trent 60 Lubricating Oil & Coolant for the Vineland Municipal Electric Utility – Generation Division, for a period of one year starting on January 1, 2020 ending December 31, 2020, be and the same is awarded to PetroChoice LLC, Avoca, PA, on their bid in the amount of \$50,832.18, said bid being the only bid received and considered in the best interest of the City of Vineland, and the Purchasing Agent be and the same is hereby authorized and directed to issue purchase order contract for the same in behalf of the City; and

BE IT FURTHER RESOLVED that the Chief Financial Officer has certified that the funds for the contract to be awarded herein are available.

Adopted:

President of Council

ATTEST:

Deputy City Clerk



December 17, 2019

REPORT TO: THE MAYOR AND COUNCIL

RE: Proposals Submitted to the Purchasing Board 11/26/19

Dear Mayor and Members of Council:

Submitted to you herewith for your consideration is our evaluation of the proposals submitted to the Purchasing Board on November 26, 2019.

FURNISHING AND DELIVERY OF TRENT 60 LUBRICATING OIL & COOLANT FOR THE VINELAND MUNICIPAL ELECTRIC UTILITY – GENERATION DIVISION, FOR A PERIOD OF ONE YEAR STARTING ON JANUARY 1, 2020 ENDING DECEMBER 31, 2020.

It is the recommendation of the Director of Municipal Utilities, which has the concurrence of the Purchasing Agent and Business Administrator that an open-end contract be awarded to the only bidder, Petro Choice, LLC, Avoca, PA, in the amount of \$50,832.18.

We trust that the above recommendation will receive your favorable consideration and that the recommended resolution will be adopted as presented.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robt E. Dickenson, Jr.", with the initials "FOR" and "RD" written to the right of the signature.

Robert E. Dickenson, Jr.
Business Administrator

RD/rl



BID EVALUATION FORM

DEPARTMENT Electric Utility Date: December 3, 2019

The undersigned recommends that a contract be awarded for the following:

1. Bid Title: Lubricating Oil and Coolant
2. Amount to be Awarded: \$50,832.18
 - Encumber Total Award
 - Encumber by Supplemental Release
3. Engineer's Estimate: \$58,000
4. Amount Budget: \$ 60,000
5. Account Number to be Charged: 002-0-09001-27023315,E554X,E554C
6. Date Bids Received: November 26, 2019
7. Date to be Awarded: December 23, 2019
8. Recommended Vendor: Petro Choice LLC
9. Is Recommended Vendor the Apparent Lowest Bidder? Yes No
10. Comments/Special Instructions:
11. Evaluation Performed by: Joseph L. Colla *JLC 12/3/19* *(CSA)* *12-3-19*
12. Approved By: *John Lellic 12-3-19*

13. Attached: (Check-Off List)

- Tabulation of Bids
- Justification for Vendor Recommendation (if applicable)
- Evaluation Data (if applicable)

Send copies to:
Purchasing Department
Business Administration

(Handwritten initials)

TABULATION OF BIDS
TRENT 60 LUBE OIL & COOLANT COV BID # 2019-43
NOVEMBER 26, 2019

Engineers estimate - \$58,000.00

	PETRO CHOICE LLC PO BOX 5066 837 CHERRY ST. AVOCA, PA 18641
Ownership Discl.	YES
Affirm Action	YES
Check List	YES
Proposal	YES
Addenda	YES
Iran Discl	YES
TOTAL	\$50,832.18

Specifications also sent to:

David Weber Oil
Reit Lubricants Co.
Tilley Chemical Co.
Prime Vendor
Deltak

PURCHASING AGENT REVIEW
COV BID # 2019-43

Proposals were received and opened Tuesday, November 26, 2019 at 2:00 PM for Trent 60 Lube Oil & Coolant from the following:

Petro Choice LLC: \$50,832.18

Comments: Petro Choice submitted all the mandatory documents.

Recommendation: Petro Choice LLC submitted the lowest responsive responsible bid. A total of six (6) bid packages were sent to potential bidders, however, Petro Choice was the lone bid received. If no objection from the using department Petro Choice LLC should be awarded the contract.


Miguel A. Mercado, QPA
Purchasing Agent