

RESOLUTION NO. 2023- 559

A RESOLUTION AWARDING AN OPEN-END CONTRACT TO PETROCHOICE, KING OF PRUSSIA, PA, FOR THE FURNISHING OF TRENT 60 LUBRICATING OIL AND COOLANT FOR VINELAND MUNICIPAL ELECTRIC UTILITY.

WHEREAS, the City of Vineland has heretofore advertised for bids for the furnishing of Trent 60 Lubricating Oil & Coolant for Vineland Municipal Electric Utility, for a period of one year with the option for an additional year, COV BID #2023-47, in accordance with specifications on file in the office of the Purchasing Agent; and

WHEREAS, on November 9, 2023, 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 November 21, 2023 submitted a written report and tabulation of the bids received and has recommended that an open-end contract for the furnishing of Trent 60 Lubricating Oil & Coolant, be awarded to PetroChoice, King of Prussia, PA, in the amount of \$63,302.10 based on estimated quantities and proposed unit prices, 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 of Trent 60 Lubricating Oil & Coolant for Vineland Municipal Electric Utility, COV BID #2023-47, be and the same is awarded to PetroChoice, King of Prussia, PA, for a period of one year with the option for an additional year,, in the amount of \$63,302.10 based on estimated quantities and proposed unit prices, 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:

\_\_\_\_\_  
City Clerk



November 21, 2023

REPORT TO: THE MAYOR AND COUNCIL

RE: Proposals Submitted to the Purchasing Agent 11/9/23

Dear Mayor and Members of Council:

Submitted to you herewith for your consideration is our evaluation of the proposals submitted to the Purchasing Agent on November 9, 2023.

FURNISHING OF TRENT 60 LUBRICATING OIL & COOLANT FOR VINELAND MUNICIPAL ELECTRIC UTILITY, FOR A PERIOD OF ONE YEAR WITH THE OPTION FOR AN ADDITIONAL YEAR, COV BID #2023-47

It is the recommendation of the Director of Municipal Utilities, which has the concurrence of the Purchasing Agent and the Business Administrator that a contract be awarded to the only bidder, PetroChoice, King of Prussia, PA, in the amount of \$63,302.10 based on estimated quantities and proposed unit prices.

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robert E. Dickenson, Jr.", is written over a large, light blue circular scribble.

Robert E. Dickenson, Jr.  
Business Administrator

/wr





**BID EVALUATION FORM**

DEPARTMENT VMEU - Generation

Date: 11/13/2023

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

- 1. COV Bid # 2023-47
- 2. Bid Title: Trent 60 Lubricating Oil & Coolant
- 3. Amount to be Awarded: \$ 63,302.10  
 Encumber Total Award  
 Encumber by Supplemental Release
- 4. Engineer's Estimate: \$ 50,000.00
- 5. Amount Budget: \$ 80,000.00
- 6. Account Number to be Charged: 3-05-55-502-9001-53315 E554X/E554C (50/50 Split)
- 7. Date Bids Received: 11/09/2023
- 8. Date to be Awarded: 11/28/2023
- 9. Recommended Vendor: Petro Choice, LLC
- 10. Is Recommended Vendor the Apparent Lowest Bidder?  Yes /  No
- 11. Comments/Special Instructions: Petro Choice - lowest qualified bid.
- 12. Evaluation Performed by: William Burns, Assistant Engineer, Ext. 4977
- 13. Approved By: *John Lella*

Attached: (Check-Off List)

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

**Send copies to:**  
Purchasing Division  
Business Administration



**PURCHASING AGENT RECOMMENDATION AWARD**  
**COV BID # 2023-47**

Proposals were received and opened Friday, November 9, 2023 at 2:00 PM for Trent 60 Lubricating Oil & Coolant from the following:

Petro Choice LLC:	\$63,302.10
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Comments: The Loan Bidder submitted all the mandatory documents.

**Recommendation:** Award should be to Petro Choice LLC since they were a responsive responsible bidder. Although the price was over the estimated cost, it was not over the overall budget. The department should look over the proposal to make sure it meets their requirements before making their award.

Jeanine N. Brownlee, QPA  
Purchasing Agent

A small, handwritten signature in blue ink, appearing to be the initials "JNB".

**TABULATION OF BIDS**

**TRENT 60 LUBE OIL & COOLANT COV BID # 2023-47**

**NOVEMBER 9, 2023**



Engineers estimate - \$50,000.00

	<b>PETRO CHOICE LLC PO BOX 5066 837 CHERRY ST. AVOCA, PA 18641</b>
Ownership Discl.	YES
Affirm Action	YES
Check List	YES
Proposal	YES
Addenda	YES
Iran Discl	YES
<b>TOTAL</b>	<b>\$63,302.10</b>

**Specifications also sent to:**

- Reit Lubricants Co.
- Tilley Chemical Co.
- Cummins Sales
- Clean Harbors
- Prime Vendor
- Safety-Kleen