



INVITATION TO BID

(This is not an order.)

Page 1 of 3

CITY OF CLEVELAND

Division of Purchases & Supplies
601 Lakeside Avenue
Room 128
Cleveland, OH 44114

Buyer: Jules Gilliam
216-664-2621
JGilliam@clevelandohio.gov

Requestor: Tom Kushner
216-420-8107
tkushner@clevelandohio.gov

Procurement Folder	RFB No.	RFB Description
160719	RFB 7015 202600000000396	Antifreeze - August 2026
RFB Closing Date/Time	Department/Division	Public Bid Opening Date/Time
August 20, 2026 3:00 PM	7015	August 20, 2026 3:00 PM

SCHEDULE OF EVENTS

Event Description			Event Date	
Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 1	Antifreeze - August 2026		From To	

*****Purchase Order Valid for One (1) Year or Until Funds Are Exhausted Whichever Occurs First*****

*****Services & Orders Are To Be Provided After Prior Departmental Approval*****

*****Services & Orders Are To Be Provided As Needed*****

*****Purchase Order Not to Exceed \$25,000.00*****

*****Quantities & Orders May Vary*****

*****The Bid Must Be Submitted to: CityofClevelandbids@Clevelandohio.Gov - ONLY*****

*****PLEASE NOTE: Unit Costs MUST Include: Shipping & Handling and ANY Applicable Costs*****

*****Vendor MUST Submit Product & Warranty Information with Bid Submission*****

*****Evaluation Method - Unit Price & Delivery Time Will Be Factored in the Evaluation Process to Determine Lowest & Best Bid Received*****

*****Vendor MUST BE AN AUTHORIZED DISTRIBUTOR OF PRODUCT & PROOF MUST BE SUBMITTED WITH BID*****

*****PLEASE SEE ATTACHMENTS FOR ADDITIONAL DETAILS & SPECIFICATIONS*****

Ship To:	Vendor Response		
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105		Contract Amount	
	\$		

Vendor Response	Vendor Total Amount for Items	Vendor Total Amount for Services	Payment Discount Offer	
	\$	\$	%	Day(s)



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TERMS OF DELIVERY

- Price quoted shall be F.O.B. delivered to the place designated on purchase order. No other terms will be acceptable.
- Delivery quoted must be stated in terms of work days after receipt of the order.
- All charges for shipping must be included within the Unit Price for each item quote unless otherwise designated by a separate line with a specified dollar amount inclusive of all shipping charges.
- No freight charges will be considered nor processed for payment unless apart of the original quote submitted prior to bid award.

EVALUATION CRITERIA

Group/ Line #	Evaluation Criteria Description	Response Type
1 / 1	Lowest and best bidder under Chapter 181 C.O.	NONE

BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW AND ON REVERSE SIDE OF THIS BID

Shipping/Freight Charges

ALL CHARGES FOR SHIPPING MUST BE INCLUDED WITHIN THE UNIT PRICE OF EACH QUOTE UNLESS OTHERWISE DESIGNATED BY A SEPARATE LINE ITEM WITH A SPECIFIED DOLLAR AMOUNT INCLUSIVE OF ALL SHIPPING CHARGES.
NO FREIGHT CHARGES WILL BE CONSIDERED NOR PROCESSED FOR PAYMENT UNLESS APART OF THE ORIGINAL QUOTE SUBMITTED PRIOR TO BID AWARD.

Call Buyer Only

Bidders must address all questions to the Buyer (See Above.) Do NOT contact the "Requestor." Contract only the Buyer listed above.

MSDS required

A Material Safety Data Sheet is required to be shipped with each specific applicable item on this PO.

No Price increase

This Purchase Order does not permit price increases.

Missing information

It is each bidder's individual responsibility to determine for themselves, in advance of bid submission, the accuracy and completeness of any and all information in an RFB. If a potential bidder does not notify the Division of Purchases and Supplies in advance of the bid opening date of any possible discrepancy then any such discrepancy or erratum cannot be the basis for a protest of award. Contact the Buyer immediately if there is a question of accuracy or completeness in these bid documents.



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BIDDER MUST COMPLETE & SIGN BELOW

NAME OF THE FIRM:		
STREET ADDRESS:		
CITY:	STATE:	ZIP CODE:
FED ID # / SSN #:		
PHONE NO.:	FAX NO.:	
EMAIL ADDRESS:		
PLEASE PRINT CONTACT NAME:		
AUTHORIZED SIGNATURE:	DATE:	

All bids and related documents must be enclosed in a sealed envelope and marked with the RFB number.

RETURN BID TO: Division of Purchases & Supplies
601 Lakeside Ave
Room 128, City Hall
Cleveland, OH 44114

Effective Immediately: In accordance with Codified Ordinance 181.13 (I) the City shall receive competitive sealed bids through email. All City of Cleveland bids estimated to be less than 50K in value will be submitted and received electronically via email. All bids must be emailed to CityofClevelandbids@clevelandohio.gov. Upon receipt of your bid, you will receive a reply indicating your bid has been received.

Bidder's Instructions

See enclosed Terms & Conditions. Read and follow all terms and conditions of the bid.

Bids must be submitted to CityofClevelandbids@clevelandohio.gov, the Document ID Number and Buyer's Name must be identified in the email subject line. Also clearly state the Document ID Number, Bid Description, Buyer's Name and Closing Date.

PLEASE NOTE: Bids received after the Closing Date, Closing Time or sent to any other email address not identified in the Bidders Instructions cannot be considered.

Northern Ireland Affidavit must be completed, signed and included with each bid.

The bid must be submitted to: CityofClevelandbids@Clevelandohio.Gov

The bid documents must include:

- ☐ The Document ID Number and Buyers Name in email subject line
- ☐ PDF File of Request For Bid Form
- ☐ Terms & Conditions.
- ☐ Northern Ireland Affidavit.
- ☐ Wage Theft Form.

Contact the Buyer immediately at the number on the Bid Form if you do not have all the required documents.

Subject: Submission of NORTHERN IRELAND FAIR EMPLOYMENT PRACTICES DISCLOSURE

Each bidder and/or appropriate parties should complete the DISCLOSURE and submit it with the bid, if possible. If not submitted with the bid, it must be completed and submitted to the Commissioner of Purchases and Supplies prior to any contract being awarded by the City. If a bidder or appropriate parties fail to complete and submit it, they shall not be eligible for a contract award.

NORTHERN IRELAND FAIR EMPLOYMENT PRACTICES DISCLOSURE

INSTRUCTIONS: Pursuant to Codified Ordinance Sec. 181.36, the information requested on this page must be supplied by all Contractors and any Subcontractors having more than a fifty percent (50%) interest in the proposed contract prior to any contract being awarded by the City of Cleveland. Any Contractor or Subcontractor who is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract. For failure to cure such a default, the Contractor or Subcontractor shall be automatically excluded from bidding for the supply of any goods or services for use by the City for a period of two years.

CHECK WHICHEVER IS APPLICABLE:

A. () The undersigned or any controlling shareholder,* subsidiary, or parent corporation of the undersigned is NOT ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph A. is checked, proceed to the signature line.)

B. () The undersigned or any controlling shareholder,* subsidiary, or parent corporation IS ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph B. is checked, please either check the stipulation contained in paragraph C. or attach documentation that shows that the undersigned has complied with the stipulation contained in paragraph C.

C. () The undersigned and all enterprises identified in paragraph B. are TAKING LAWFUL AND GOOD FAITH STEPS TO ENGAGE IN FAIR EMPLOYMENT PRACTICES WHICH ARE RELEVANT TO THE STANDARDS EMBODIED IN THE "MacBRIDE PRINCIPALS FOR FAIR EMPLOYMENT IN NORTHERN IRELAND." A copy of the MacBride Principles can be obtained from the Office of the Commissioner of Purchases and Supplies. In lieu of checking this paragraph, the undersigned must attach documentation which the undersigned believes shows compliance with the stipulation contained in this paragraph C.

Name of Contractor or Subcontractor
By: _____
Title: _____

*"Controlling shareholder" means any shareholder owning more than fifty percent (50%) of the stock in the corporation or more than twenty-five percent (25%) of the stock in the corporation if no other shareholder owns a larger share of stock in the corporation.



WAGE THEFT AND PAYROLL FRAUD DISCLOSURE

SUMMARY:

Bidders on certain City contracts, recipients of Assistance, and any of their prospective subcontractors must disclose any wage theft or payroll fraud violations over the last three years. Unless they receive a waiver from the City's Fair Wage Employment Board, violators are placed on the City's Adverse Determination List, which prevents them from entering into new contracts with or receiving Assistance from the City. This disclosure requirement and the waiver process are set forth in Chapter 190 of the Codified Ordinances of Cleveland, Ohio, 1976 ("Chapter 190").

INSTRUCTIONS:

Pursuant to Chapter 190, the information requested on this document must be provided by any person or entity bidding on or making a proposal for a Construction or Improvement Contract or a Service Contract, or applying for Assistance, and any of their prospective subcontractors.

Any person or entity that is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract.

DEFINITIONS:

"Adverse Determination" means a final action or adjudication that the person or entity in question has committed Wage Theft or Payroll Fraud and is further defined in Chapter 190.

"Assistance" means any form of City financial assistance, except for financial assistance provided for the development, rehabilitation or other means of providing residential housing. Assistance includes but is not limited to: grants; economic development loans; tax credits, incentives and abatements; subsidies; and bonds. Assistance does not include financial assistance which is received from another government or other entity with the City acting only as a conduit or fiscal agent for the funds, where the City exercises no control over the identity of any recipient or of the terms of the contract. Community Development Block Grant Funds are not considered conduit funds and, to the extent they otherwise qualify, are included as Assistance.

"Construction or Improvement Contract" means any contract entered into pursuant to Chapter 167 or Chapter 185 of the Codified Ordinances.

"Payroll Fraud" means concealing an entity's true payroll tax liability or other financial liability to a government agency from government licensing, regulatory or taxing agencies through misclassification of employees, failure to report or underreported



payment of wages, or executing a cash transaction while failing to maintain proper records of reporting and withholding.

“Service Contract” means any contract or subcontract between a person, business or corporation and the City of Cleveland that primarily involves the furnishing of services to the City (as opposed to the purchase of goods or other property or the leasing of property), and shall be limited to the following categories of services: food service, janitorial, security services, parking lot attendants, home health care, health care aides, waste management, automotive repair services, landscaping, towing contracts, building and maintenance services, carpentry, clerical services, urban forestry, housekeeping, street maintenance and repair, and sidewalk maintenance and repair. This includes services performed on City-owned premises including the following City-owned locations: airports, parking lots, municipal parks, recreational facilities, and City-owned buildings. Contracts that are primarily for the purchase of goods or other property are not considered Service Contracts.

“Wage Theft” means a violation of the Ohio Prompt Pay Statute, RC 4113.15; the Ohio Minimum Fair Wage Standards Act, RC Chapter 4111; Oh. Const. Art. II, Sec. 34a; RC Chapters 4109 or 4115; RC 4113.17, 4113.18, 4113.52 or 4113.61; or a violation of any substantially equivalent federal or state law; as any of these laws may be amended or superseded.

CHECK WHICHEVER IS APPLICABLE:

(A) (☐) The undersigned person or entity HAS NOT had any Adverse Determinations within the last three (3) years.

(B) (☐) The undersigned person or entity HAS had any Adverse Determinations within the last three (3) years.

If (B) is checked, then in an attachment(s) to this form, please disclose all Adverse Determinations within the last three (3) years.

Name of Person or Entity: _____

Signature: _____

Printed Name of Signatory: _____

Title of Signatory: _____

Date: _____

BID – SCHEDULE OF ITEMS

CITY OF CLEVELAND

BID PAGE 1 OF 4

		BIDDER MUST SIGN AND DATE THIS SHEET	
		AUTHORIZED SIGNATURE	
TITLE OF BID: Purchase of Antifreeze/Coolant		DATE	
DESCRIPTION	QTY	UNIT PRICE	EXTENSION
ALL QUANTITIES ARE ESTIMATES			
Group 1	Gallons	Gallon Price	
Item			
1A. Permanent Antifreeze			
Universal Formula	165	_____	_____
55 gallon drums			
1B. Permanent Antifreeze			
Universal Formula	500	_____	_____
Bulk Delivery			
1C. Permanent Antifreeze			
50/50 Mix Universal Formula	110	_____	_____
55 gallon drums			
Mixed w/ de-ionized/ distilled water			
1D. Permanent Antifreeze			
50/50 Mix	300	_____	_____
Universal Formula			
Bulk delivery			
1E. Returnable Drum Deposit per drum	45	_____	_____
Name of manufacturer: _____			

BIDDER MUST SIGN AND DATE THIS SHEET		Delivery (Days)	Payment Discount
ITEM 7A			

BID – SCHEDULE OF ITEMS

CITY OF CLEVELAND

BID PAGE 2 OF 4

		BIDDER MUST SIGN AND DATE THIS SHEET	
		AUTHORIZED SIGNATURE	
TITLE OF BID: Purchase of Antifreeze/Coolant		DATE	
DESCRIPTION	QTY	UNIT PRICE	EXTENSION
ALL QUANTITIES ARE ESTIMATES			
Group 2	Gallons	Gallon Price	
Item			
2A. Dex-Cool (Extended life Antifreeze) 55 gallon drums	165	_____	_____
2B. Dex-Cool (Extended life Antifreeze) Bulk Delivery	500	_____	_____
2C. Dex-Cool (Extended life Antifreeze) 50/50 Mix 55 gallon drums Mixed w/ de-ionized/ distilled water	500	_____	_____
2D. Dex-Cool (Extended life Antifreeze) 50/50 Mix Bulk delivery Mixed w/ de-ionized/ distilled water	300	_____	_____
2E. Returnable Drum Deposit per drum	46	_____	_____
Name of manufacturer: _____			

BIDDER MUST SIGN AND DATE THIS SHEET			

ITEM 7A

Delivery
(Days)Payment
Discount**BID – SCHEDULE OF ITEMS**

CITY OF CLEVELAND

BID PAGE 3 OF 4

		BIDDER MUST SIGN AND DATE THIS SHEET	
		AUTHORIZED SIGNATURE	
TITLE OF BID: Purchase of Antifreeze/Coolant		DATE	
DESCRIPTION	QTY	UNIT PRICE	EXTENSION
ALL QUANTITIES ARE ESTIMATES			
Group 3	Gallons	Gallon Price	
Item			
3A. Heavy Duty Engine Permanent Antifreeze 55 gallon drums Fully formulated SCA-Precharged	110	_____	_____
3B. Heavy Duty Engine Permanent Antifreeze Bulk Delivery Fully formulated SCA-Precharged	200	_____	_____
3C. Heavy Duty Engine Permanent Antifreeze 50/50 Mix 55 gallon drums Mixed w/ de-ionized/ distilled water Fully formulated SCA-Precharged	110	_____	_____
3D. Heavy Duty Engine Permanent Antifreeze 50/50 Mix Bulk delivery Mixed w/ de-ionized/ distilled water Fully formulated SCA-Precharged	300	_____	_____
3E. Returnable Drum Deposit per drum	10	_____	_____
Name of manufacturer: _____			

BIDDER MUST SIGN AND DATE THIS SHEET		Delivery (Days)	Payment Discount
ITEM 7A			

BID – SCHEDULE OF ITEMS

CITY OF CLEVELAND

BID PAGE 4 OF 4

		BIDDER MUST SIGN AND DATE THIS SHEET	
		AUTHORIZED SIGNATURE	
TITLE OF BID: Purchase of Antifreeze/Coolant		DATE	
DESCRIPTION	QTY	UNIT PRICE	EXTENSION
ALL QUANTITIES ARE ESTIMATES			
Group 4	Gallons	Gallon Price	
Item			
4A. Heavy Duty Engine Permanent (Extended life Antifreeze) 55 gallon drums	110		
4B Heavy Duty Engine Permanent (Extended life Antifreeze) Bulk Delivery	300		
4C Heavy Duty Engine Permanent (Extended life Antifreeze) 50/50 Mix 55 gallon drums Mixed w/ de-ionized/ distilled water	110		
4D Heavy Duty Engine Permanent (Extended life Antifreeze) 50/50 Mix Bulk delivery Mixed w/ de-ionized/ distilled water	300		
4E. Returnable Drum Deposit per drum	10		
Name of manufacturer: _____			

BIDDER MUST SIGN AND DATE THIS SHEET			
ITEM 7A		Delivery (Days)	Payment Discount

SPECIFICATIONS/DESCRIPTIONS
OF PRODUCTS AND/OR SERVICES

Division of Motor Vehicle Maintenance

**Antifreeze/Coolant
General Specifications**

- C-1** The City of Cleveland will be purchasing four (4) types of antifreeze/coolant
- (A) Universal formula, ethylene glycol base antifreeze/coolant (95% min.). Must meet new car aluminum protection plus heavy duty truck low silicate requirements
 - (B) Extended life antifreeze/coolants for all General Motors, Ford and Chrysler vehicles. They must be silicate free and last five years or 100,000 miles. Must meet specifications for GM 6277M (Dex Cool) color orange, Ford WSS-M97B51-A1 color yellow and Chrysler MS 9769 color orange
 - (C) Heavy Duty Engine antifreeze/coolant fully formulated SCA-precharged
 - (D) Heavy Duty Engine Extended Life antifreeze/coolant (Chevron or Texaco)

Please note prices must remain firm for the duration of contract period.

- C-2** The antifreeze/coolant must meet or exceed the latest Ford, General Motors, Chrysler, Cummins, Caterpillar, Mack and Federal specifications for various vehicles and equipment.
- C-3** Vendor(s) must submit the name of the manufacturer or brand name and each vendor must submit a copy of their technical data sheets (product information sheets) for each item.
- C-4** All deliveries may be regularly tested to meet specifications. Vendor will be responsible for any and all engine damage as a result of their product not meeting specifications.
- C-5** All prices shall include delivery to the various stations throughout the City of Cleveland, no extra charge. All prices are exclusive of any state or federal taxes.
- C-6** Vendor must deliver all products in drums or for bulk delivery in tankwagon conforming to the latest I.C.C and D.O.T. regulations.
- C-7** All drums must be plainly marked to show nature of contents, name of Manufacturer or brand name and vendor's name and phone number.

SPECIFICATIONS/DESCRIPTIONS
OF PRODUCTS AND/OR SERVICES

- C-8 All drums must be returnable no exceptions. Vendor must pick up all empty drums and dispose them according to the latest governmental regulations. Vendor must state the drum charge, if any, on the appropriate page provided in the bid. A no drum charge does not exempt vendor from picking up the drums. The vendor must pick up all the drums at the city's request whether the vendor submits a drum charge or chooses to indicate no charge.

- C-9 All antifreeze/coolant shall be delivered to the various garages located throughout the City of Cleveland. All **deliveries** must be made within **24-48** hours ARO, (after receipt of order).

- C-10 Two Material Safety Data Sheets (MSDS's) must accompany the initial delivery.

- C-11 Any vendor/bid taking exception to any provisions may be considered unresponsive and may be rejected. Vendors must bid on all items.

- C-12 Purchase order not to exceed \$10,000.00 or one year

- C-13 Bid will be awarded to one vendor only. Bid will not be divided up item by item. Vendor must bid on all items, no exception.

SPECIFICATIONS/DESCRIPTIONS
OF PRODUCTS AND/OR SERVICES

UNIVERSAL FORMULA

Ethylene Glycol base anti-freeze/coolant (95%)

Must meet new car aluminum protection plus heavy duty truck low silicate requirements.

SPECIFICATIONS:

GENERAL

Meets the performance requirements and specifications for aftermarket anti-freeze coolants including:

- ASTM D-3306, ASTM D-4340, 4985, CSMA, SAE J1034 AND SAE J1941
- G. M. 1899 M (Non-Aluminum)
- G.M. 1925 M (Aluminum)
- Ford ESE-M97B44-A
- Chrysler MS 7170
- Cummins 90T8-4
- 0-A-548D (Fed. Spec.)
- A-A-870 GSA
- RP-302A Maintenance Council American Trucking
- Caterpillar
- Mack

Physical and Performance Properties

Method		Test
Properties	Typical Values	Latest Issue
Specific Gravity at 60/60F 1122	1.120-1.130	ASTMD
Boiling Point, Reflux 1120	325° Min.	ASTMD
Foam Test 1881	50 ml./3 sec Max	ASTMD
PH. 50% volume solution 1287	10.5 Min-11.0 Max	ASTMD
Reserve Alkalinity 1121	11. ml. Min	ASTMD
Flash Point COC	250° F., Min	ASTMD 92
Total Water 1123	5% Max	ASTMD
Total Glycols	95%	E 202

SPECIFICATIONS/DESCRIPTIONS
OF PRODUCTS AND/OR SERVICES

**Extended Life
Antifreeze/Coolant
General Specifications**

Must silicate free, ethylene glycol based, Total glycols 95%

Must last 5 years/100,000 miles

Must meet specifications for:

GM 6277M (Dex Cool) color orange
Ford WSS-M97B51-A1 color yellow
Chrysler MS 9769 color orange

**Heavy Duty Engine
Antifreeze/Coolant
General Specifications**

Must meet or exceed the following specifications:

Heavy Duty Engine

RP-329 Maintenance Council, American Trucking
ASTM D-4985
ASTM D-5345 (50% Blend)
ASTM D-6210
Caterpillar
Cummins 14603
Detroit Diesel 7SE298
Freightliner 48-22880
GM 1899M
John Deere H24A1
John Deere H24C1
MTU
Mack Truck
SAE J1941
White/GMC, Div. of Volvo

SPECIFICATIONS/DESCRIPTIONS
OF PRODUCTS AND/OR SERVICES

Heavy Duty Engine Extended Life

Antifreeze/Coolant

General Specifications

Must meet or exceed the following specifications:

Heavy Duty Engine Chevron Delo or Texaco ELC Brands only

RP-329 TMC

ASTM D-4985

ASTM D-5345 (50% Blend)

ASTM D-3306

ASTM D-4656 (50% Blend)

Caterpillar EC-1 products

Cummins

Detroit Diesel

MTU

Mack Truck

Navistar

Volvo

Phosphate free requirements of European OEMS

Silicate free requirements of Japanese OEMS