



# City of San Antonio

## Agenda Memorandum

**File Number:** 19-1942

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**Agenda Item Number:** 7.

**Agenda Date:** 3/21/2019

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Live Animal Transport Trucks

### **SUMMARY:**

This ordinance authorizes the acceptance of an offer from Grande Truck Center of San Antonio, Texas to provide the City of San Antonio Animal Care Services Department with four (4) Live Animal Transport trucks, of which two (2) trucks are replacements and two (2) trucks are new additions to the City fleet, for a total cost of \$218,048.00.

Funding for the two (2) replacement trucks in the amount of \$108,824.00 is available from the FY 2019 Equipment Renewal and Replacement Fund (ERRF) Budget, and funding for the two (2) additional trucks in the amount of \$109,224.00 is available from the FY 2019 General Fund Budget.

### **BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is the attached offer from Grande Truck Center to provide the Animal Care Services (ACS) Department with four live animal transport trucks for a total cost of \$218,048.00. These trucks will be used for animal control operations.

This purchase will provide a total of four live animal transport trucks. Two trucks are replacement units and will be funded through the City of San Antonio's Equipment Renewal and Replacement Fund (ERRF); two trucks are additions to the City's fleet and will be funded through the Animal Care Services Department's General Fund for a total cost of \$218,048.00, which includes a \$400.00 BuyBoard Cooperative Fee.

In FY 2019, the Animal Care Services budget included five new positions and the necessary equipment to improve responsiveness to calls from residents and to address the illegal sale of puppies. This budget initiative included the purchase of two additional live animal transport trucks for use by the new animal control officers. An Invitation for Bid was issued in December 2018 which resulted in no bids being received for these units. In order to expedite the procurement process and minimize the delivery time for these vehicles, a Buyboard cooperative contract awarded to Grande Truck Center was utilized since the additional personnel has already been on boarded by the department.

Currently, there are 24 live animal transport trucks operating in the City's fleet. This procurement will increase the number of transport trucks to 26.

These units will be purchased from Grande Truck Center utilizing the Texas BuyBoard contract number 521-16 and will be made in accordance with the Texas Local Government Purchasing Cooperative passed through Ordinance Number 97097 dated January 30, 2003.

The Texas BuyBoard Cooperative is administered by the Texas Association of School Boards (TASB). All products and services that are part of this cooperative have been competitively bid and awarded by the Cooperative's Board of Trustees based on Texas Statutes.

#### **ISSUE:**

This contract will provide the Animal Care Services Department with four live animal transport trucks. Replacement of two units is consistent with the City's Equipment Renewal and Replacement Fund and two additional units will be provided for to the Animal Care Services Department for animal control operations.

The cab and chassis are covered by 36 month/36,000 miles warranty and the live animal transport truck bodies are covered by 12 months parts and labor basic warranty and 60 months parts and labor on the heating, ventilation, and air conditioning system.

The life expectancy of the new equipment is 96 months.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Business Program does not apply to good/supplies contracts, so no preference was applied to this contract.

#### **ALTERNATIVES:**

The current live animal transport trucks scheduled for replacement have met or will meet their age and or mileage requirement cycles before they are replaced. The replacement date is considered the optimum time for replacement in that delay of the acquisition could result in the vehicles incurring higher maintenance costs as a result of age or high mileage. This could impact the City's ability to provide essential services to the residents of San Antonio.

**FISCAL IMPACT:**

This ordinance authorizes the acceptance of an offer from Grande Truck Center of San Antonio, Texas to provide the City of San Antonio Animal Care Services Department with four (4) Live Animal Transport trucks, of which two (2) trucks are replacements and two (2) trucks are new additions to the City fleet, for a total cost of \$218,048.00.

Funding for the two (2) replacement trucks in the amount of \$108,824.00 is available from the FY 2019 Equipment Renewal and Replacement Fund (ERRF) Budget, and funding for the two (2) additional trucks in the amount of \$109,224.00 is available from the FY 2019 General Fund Budget.

**RECOMMENDATION:**

Staff recommends the approval to purchase four live animal transport trucks from Grande Truck Center for a total cost of \$218,048.00.

This contract was procured on the basis of cooperative purchasing and a Contracts Disclosure Form is not required.