



# City of San Antonio

## Agenda Memorandum

**File Number:**20-6738

---

**Agenda Item Number:** 8.

**Agenda Date:** 12/17/2020

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Light Duty Vehicles

### **SUMMARY:**

This ordinance authorizes acceptance of contracts with Ancira Motor Company, Caldwell Country Chevrolet, Gunn Chevrolet LTD and Silsbee Toyota to provide thirty-five Light Duty Vehicles for a total cost of \$1,120,656.50.

Funding in the amount of \$1,033,692.50 is available from the FY 2021 Equipment Renewal and Replacement Fund Budget, and in the amount of \$86,964.00 is available from FY 2021 General Fund Budget.

### **BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is the attached tabulation of seven bids to provide thirty-two replacements and three additional light duty vehicles. This purchase includes twenty-six sedans, one mini-van, seven one-ton trucks of varying configurations, and one flatbed truck.

These vehicles will be utilized by Building & Equipment Services, City Center Development & Operations, Development Services, Fire, Health, Information Technology Services, Police, Public Works, and Solid Waste Management departments. Vehicles shall be used for administrative functions citywide, combination supply and staff transport, light duty equipment and material hauling and trash cart transport.

The Invitation for Bid (IFB) was evaluated based on the published bid specifications.

The low bid for Item 1 is recommended for award to Caldwell Country Chevrolet which is a non-local business. In accordance with the Local Preference Program, no local preference was applied since the local bidder is not within 3% of the recommended non-local bidder.

The low bid for Item 2 is recommended for award to Silsbee Toyota which is a non-local business. There were no bids submitted from local bidders for this item; therefore, the Local Preference Program was not applied.

The low bid for items 3, 4, 6, 8 and 9 are recommended for award to Ancira Motor Company, a local business. Therefore, application of the Local Preference Program was not required.

The low bid for items 5 and 7 are recommended for award to Gunn Chevrolet LTD. a local business. Therefore, application of the Local Preference Program was not required.

Item 10 was deleted and may be bid at a later date.

### **ISSUE:**

These contracts will provide thirty-five light duty vehicles that are used for daily operations across nine departments. Thirty-two vehicles are replacements of current vehicles, and three vehicles will be additions to the City fleet. This purchase includes twenty-six sedans, one mini-van, seven one-ton trucks of varying configurations, and one flatbed truck. The replacement of these units is consistent with the City's Equipment Replacement and Renewal Fund (ERRF) program.

Vehicles are covered at minimum of three year or 36,000 miles warranty. The warranty will start on the day each unit is placed in service.

The life expectancy for one-ton trucks is 96 months, or 100,000 miles. The life expectancy for sedans, mini-van, and flatbed truck is 120 months, or 100,000 miles.

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.

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

### **ALTERNATIVES:**

The current light duty vehicles 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 cost 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 acceptance of contracts with Ancira Motor Company, Caldwell Country Chevrolet, Gunn Chevrolet LTD and Silsbee Toyota to provide thirty-five Light Duty Vehicles for a total cost of \$1,120,656.50.

Funding in the amount of \$1,033,692.50 is available from the FY 2021 Equipment Renewal and Replacement

Fund Budget, and in the amount of \$86,964.00 is available from FY 2021 General Fund Budget.

**RECOMMENDATION:**

Staff recommends the approval of four contracts to purchase light duty vehicles from Ancira Motor Company for a cost of \$236,902.00, Caldwell Country Chevrolet for a cost of \$550,772.00, Gunn Chevrolet LTD. for a cost of \$143,996.50 and Silsbee Toyota for a cost of \$188,986.00, for a total amount of \$1,120,656.50.

These contracts are procured on the basis of low bid and a Contracts Disclosure Form is not required.