



City of San Antonio

Agenda Memorandum

File Number:20-4906

Agenda Item Number: 5.

Agenda Date: 10/1/2020

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Cargo and Passenger Vans

SUMMARY:

This ordinance authorizes acceptance of contracts with Grande Truck Center, Gunn Chevrolet, LTD., and Silsbee Ford to provide an estimated twenty-three cargo and passenger vans for the Building and Equipment Services, Solid Waste, Fire, Library, Metropolitan Health District, Parks and Recreation, and Human Services Departments for FY 2020 and FY 2021 for a total cost of \$852,539.50.

Funding in the amount of \$217,710.50 is available from the FY 2020 Equipment Renewal and Replacement Fund (ERRF) Budget, \$37,999.00 is available from the FY 2020 Solid Waste Operating and Maintenance Fund Budget and \$64,330.00 is available from the FY 2020 General Fund Budget for a total amount of \$320,039.50. Additional purchases from this contract are subject to the appropriation of subsequent annual funding.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the attached bid tabulation of four bids to provide an estimated twenty-three cargo and passenger vans in FY 2020 and FY 2021. These annual contracts would provide cargo and passenger vans for the Building and Equipment Services, Fire, Library, Metropolitan Health District, Parks and Recreation, and Human Services Departments.

These contracts will provide six replacement and one additional passenger van for the Solid Waste Management Department and two additional cargo vans for the Parks and Recreation Department for FY 2020. Fourteen cargo and passenger vans are pending replacement in FY 2021 that are subject to budget appropriation funding from the ERRF.

The Invitation for Bid (IFB) was evaluated based on the published bid specifications. The bid submitted by Gunn Chevrolet LTD, Item 1 did not include pricing for a high roof option and high roof shelving; the bid submitted by Silsbee Ford did not include pricing for the high roof shelving and both vendors' bids were deemed non-responsive. Cargo Leasing Solutions, LLC submitted monthly rental pricing for cargo and passenger vans for all items and the entire bid was deemed non-responsive. The low responsive bidder for Item 1 is Grande Truck Center and is recommended for award and is a local business. Therefore, application of the Local Preference Program (LPP) was not required.

The low bid for Item 2 is recommended for award to Gunn Chevrolet, LTD., a local business. Therefore, application of the Local Preference Program (LPP) was not required.

The low bid for Item 3 is recommended for award to Silsbee Ford, 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 low non-local bidder.

There are 70 cargo vans of various configurations in the City fleet. Cargo vans have dedicated uses, such as transporting books between library branches, facility and landscape maintenance vehicles, warehouse support, and hauling supplies between city facilities. There are 75 passenger/shuttle vans, and 30 ADA accessible vans dedicated for senior services, youth programs, work crew transportation, and airport parking patron transportation.

ISSUE:

These annual contracts will supply an estimated twenty replacement cargo and passenger vans and three additional cargo and passenger vans as program improvements. The SWMD is adding one van to transport staff to distribute door hanger flyers for residential refuse collections. The Parks & Recreation Department is adding two maintenance vans for HVAC and plumbing trade staff to meet demands at recreation facilities. The replacement of existing vans is consistent with the City's ERRF program. The FY 2021 cargo and passenger van purchases from this contract would be subject to the appropriation of subsequent annual funding.

These vehicles are covered by a minimum 36 month/36,000 mile warranty that will start on the day each van is placed in service. The life expectancy for cargo and passenger vans is 120 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.

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

ALTERNATIVES:

The current cargo and passenger vans scheduled for replacement have met their age and/or mileage requirement cycles. If the replacement equipment is not purchased, necessary field work may be compromised and create the potential of delays in delivery of essential services to the residents of San Antonio. The alternative is to continue to use the vans currently available and incur increasing maintenance costs, thus possibly compromising services throughout the City.

FISCAL IMPACT:

This ordinance authorizes acceptance of contracts with Grande Truck Center, Gunn Chevrolet, LTD., and Silsbee Ford to provide an estimated twenty-three cargo and passenger vans for the Building and Equipment Services, Solid Waste, Fire, Library, Metropolitan Health District, Parks and Recreation, and Human Services Departments for FY 2020 and FY 2021 for a total cost of \$852,539.50.

Funding for the purchase of nine cargo and passenger vans in FY 2020 is available in the amount of \$217,710.50 from the FY 2020 Equipment Renewal and Replacement Fund (ERRF) Budget, \$37,999.00 is available from the FY 2020 Solid Waste Operating and Maintenance Fund Budget and \$64,330.00 is available from the FY 2020 General Fund Budget for a total amount of \$320,039.50.

Additional purchases from this contract are subject to the appropriation of subsequent annual funding.

RECOMMENDATION:

Staff recommends the approval of three contracts to purchase an estimated twenty-three cargo and passenger vans from Grande Truck Center for a cost of \$313,051.00; Gunn Chevrolet for a cost of \$246,510.50; and Silsbee Ford for a cost of \$292,978.00; for a total cost of \$852,539.50 for FY 2020 and FY 2021.

These contracts were procured on the basis of low bid and Contracts Disclosure Forms are not required.