



City of San Antonio

Agenda Memorandum

File Number:15-4501

Agenda Item Number: 9.

Agenda Date: 9/10/2015

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Light Utility Vehicles

SUMMARY:

This ordinance authorizes acceptance of contracts with River City Marketing d/b/a Mission Golf Cars and San Antonio Southwest Trailers to provide City departments with light duty utility vehicles for a total cost of \$149,271.00. Funding for this purchase is available from the Equipment Renewal and Replacement Fund, the Tree Mitigation Fund, and the General Fund.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the attached tabulation of three competitive bids to provide 4 replacement and 7 additional light utility/ 4x4 all terrain vehicles and 2 additional trailers for a total cost of \$149,271.00. This equipment will be utilized by the Transportation and Capital Improvements, Convention & Sports Facilities, and Parks & Recreation departments for daily operational and grounds keeping maintenance.

The Invitation for Bid (IFB) was evaluated based on the published bid specifications. Items 3, 5, 7, 8, 9, and 11 are recommended for award to River City Marketing d/b/a Mission Golf Cars. Items 12 & 13 are recommended for award to San Antonio Southwest Trailers. Each of these vendors is the lowest responsive bidder, who is also a local business. Therefore, application of Local Preference Program was not required. Items 1, 2, 4, 6 and 10 were deleted and will be bid at a later date.

These contracts will provide 13 units to the City's fleet including 10 units for Parks & Recreation, 2 units for

Convention & Sports Facilities, and 1 unit for Transportation & Capital Improvements.

Disposition of Equipment: Vehicles and equipment that meet their expected life cycle are usually sold at auction but may also be traded-in to the selling dealer. The equipment that is being replaced will be sold at auction. If the Fleet asset is in the City's fleet replacement program then the proceeds are returned to the (ERRF). The proceeds are then used to purchase new similar vehicles and equipment.

These vehicles could not be acquired as propane powered because the specific operational requirements of these vehicles precluded this option. These vehicles could not be acquired in a compressed natural gas (CNG) configuration due to limited (CNG) fueling infrastructure.

ISSUE:

These contracts will provide for the purchase of 11 light utility vehicles and 2 trailers to meet the needs of three City of San Antonio departments. The units will be used by the departments for a variety of tasks to include: loading and off loading of various materials, landscaping projects, grounds keeping, and on-site employee transport throughout the City's designated job sites.

Due to the lack of small, minority, and/or women businesses available to provide these goods, the SBEDA Program did not apply to this solicitation.

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

ALTERNATIVES:

The current light utility vehicles have met their age and/or mileage requirement cycles and are no longer economically feasible to repair. If the replacement equipment is not purchased, necessary field work may be compromised and thus create the potential of delays in delivery of essential services to the residents of San Antonio. The alternative is to continue to use the current fleet and incur increasing maintenance costs, thus compromising services throughout the City.

FISCAL IMPACT:

These contracts are for the purchase of 11 light utility vehicles and 2 trailers for a total cost of \$149,271.00 of which \$51,614.00 will be funded from the Equipment Renewal and Replacement Fund (ERRF), \$85,887.00 will be funded from the General Fund, and \$11,770.00 will be funded from the Tree Mitigation Fund as new equipment to the fleet.

The Equipment Renewal and Replacement Fund charges a monthly lease rate to each respective department/fund the entire time a department/fund has possession of a vehicle or equipment. When the vehicle or equipment reaches the end of its life-cycle or the contractually obligated period the replacement fund provides the financial resources for its like replacement. The replacement of these units is consistent with the City's vehicle replacement program.

RECOMMENDATION:

Items 3, 5, 7, 8, 9, and 11 are recommended for award to River City Marketing d/b/a Mission Golf Cars for a total award of \$131,664.00. Items 12 and 13 are recommended for award to San Antonio Southwest Trailers for a total award of \$17,607.00.

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