



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 12

Agenda Date: January 30, 2025

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Purchase of Trailers

SUMMARY:

This ordinance authorizes a contract with San Antonio Southwest Trailers, Ltd. for one (1) replacement trailer and seven (7) trailer fleet additions for the San Antonio Fire, Parks & Recreation, and Public Works Departments for a total cost of \$218,310.00. Funding is available from the General Fund in the amount of \$8,875.00, from the Stormwater Operating Fund in the amount of \$149,534.00, from the Equipment Renewal and Replacement Fund in the amount of \$29,244.00, and from the American Rescue Plan Act Grant in the amount of \$30,657.00 for the Fire Department.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by San Antonio Southwest Trailers, Ltd. to provide one (1) replacement trailer and one (1) addition for the Parks & Recreation; one (1) addition trailer for the Fire Department; and five (5) addition trailers for the Public Works Department, for a total of eight (8) trailers. The trailers will transport skid steer loaders, front-end loaders, backhoes, materials, and other cargo as needed between City

worksites. The one (1) addition trailer for the Fire Department is funded by the American Rescue Plan Act grant that expires December 31, 2026.

The City issued an Invitation for Bid (IFB) for “Purchase of Trailers” (IFB 6100018479) on September 30, 2024, with a submission deadline of October 21, 2024. The IFB was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential bidders. Three bids were received. The low bidder for Item 1 withdrew their bid response; and the low bidders for Items 2 – 5 were deemed non-responsive for failing to meet specifications. San Antonio Southwest Trailers, Ltd., is recommended for award of contract and meets the published specifications.

The term of the contract will be upon award by City Council and will terminate upon delivery of all goods ordered.

ISSUE:

This contract will provide eight (8) trailers that will transport skid steer loaders, front-end loaders, backhoes, materials and other cargo as needed between City worksites. These trailers range from 16ft. to 32ft. in length to meet hauling requirements of these departments. The last day to order these trailers without missing the manufacture’s cutoff date is August 1, 2025. Order banks will be closed when the maximum number of orders is reached for the factory’s allocated production plan. Lead time for the trailers is 90 - 150 calendar days to be delivered in 2025. The trailers have a structural warranty for one (1) year. These trailers will have a 120-month life cycle.

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 the goods required.

This award is an exception to the Local Preference Program due to utilizing grant funds; however, a local vendor is recommended for award.

The Veteran-Owned Small Business Preference Program does not apply to goods and supplies or non-professional services contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, funding from the American Rescue Plan Act grant would be lost. The trailers for the San Antonio Fire, Parks & Recreation, and Public Works Departments are weights that are difficult to find and costly to rent. There are no surplus trailers to reasonably and timely share between locations for equipment transport. Replacement of 1 trailer for Parks & Recreation is required because it has sustained substantial damage and was deemed a total loss.

FISCAL IMPACT:

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RECOMMENDATION:

Staff recommends approval.