



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 6

**Agenda Date:** December 12, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Annual Contract for Tires and Tire Services

**SUMMARY:**

This ordinance authorizes a contract with T & W Tire, L.L.C. to provide tires and tire services for the Solid Waste Management (SWMD), Aviation, San Antonio Fire (SAFD), and Building and Equipment Services (BESD) Departments for an estimated cost of \$3,000,000 annually and an estimated total cost of \$15,000,000 for the period upon award by City Council through June 30, 2027, with two, one-year renewal options at the City's option over the contract term. Funding is available in the amounts of \$2,909,000 from the Fleet Services Fund, \$21,000 from the Airport Operating & Maintenance Fund; and \$16,000 from the General Fund FY 2025 Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

This contract will provide tires and tire services which will support the City's Fleet of approximately 4,994 vehicles utilized by all City departments. The tire categories included are passenger tires; turf tires; truck and industrial tires; emergency tires; heavy equipment tires; and tire repair and balancing materials. In addition, the contract also includes tire services such as road

service for repairs out in the field, repairs, retreading and balancing.

The City issued an Invitation for Bid (IFB) for “Annual Contract for Tires and Tire Services” (IFB 6100017782) on April 3, 2024, with a submission deadline of May 10, 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. Five bids were received, and four were deemed responsive. One bid was deemed non-responsive due to material exceptions including indemnification and liability. T & W Tire, L.L.C. is recommended for award and meets the published specifications.

The initial term of the agreement will be for the period upon award by City Council through June 30, 2027, with two, one-year renewal options at the City’s option, will also be authorized by this ordinance.

**ISSUE:**

This contract will provide tires and tire services which will support the City's Fleet of approximately 4,994 vehicles utilized by all City departments. The contractor will provide all labor, equipment, tools, and materials to perform services. Price is based on hourly services call rates, one-time costs for tires, valves, and stems, and catalog pricing. Vendor will provide tires for Category one: Passenger Tires; Category Two: Turf Tires; Category Three: Truck and Industrial Tires; Category Four: Emergency Tires; Category Five: Heavy Equipment Tires; and Category Six: Tire Repair and Balancing Materials. This contract includes all tires, tubes, retreading and repair services, wheel powder coating, and wheels.

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

There were no bids submitted from local bidders for this contract; therefore, the Local Preference Program was not applied.

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, foreseeable repairs and tire replacements due to deterioration of vehicle tires would cause downtime for all City vehicles. Departments would be required to issue purchase orders on an as needed basis to meet the demands which would result in a higher cost and delay receipt of tires and tire services.

**FISCAL IMPACT:**

This ordinance authorizes a contract with T & W Tire, L.L.C. to provide tires and tire services for the Solid Waste Management (SWMD), Aviation, San Antonio Fire (SAFD), and Building and

Equipment Services (BESD) Departments for an estimated cost of \$3,000,000 annually and an estimated total cost of \$15,000,000 for the period upon award by City Council through June 30, 2027, with two, one-year renewal options at the City's option.

Funding is available in the amounts of \$2,909,000 from the Fleet Services Fund, \$21,000 from the Airport Operating & Maintenance Fund; and \$16,000 from the General Fund FY 2025 Adopted Budget. Funding for subsequent years is contingent upon City Council approval of annual budget.

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the departments' adopted budget approved by City Council. Purchases made by the departments are as needed and dependent on available funds within their adopted budget.

**RECOMMENDATION:**

Staff recommends approval.

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