



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 20

**Agenda Date:** April 17, 2025

**In Control:** City Council A Session

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**DEPARTMENT:** Building & Equipment Services

**DEPARTMENT HEAD:** Jorge Perez

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Interlocal Agreements for Fleet Maintenance and Repair Services and Fuel

**SUMMARY:**

This ordinance authorizes the execution of Interlocal Agreements with Opportunity Home San Antonio and Lackland Independent School District (LISD) for Fleet Maintenance and Repair Services and Fuel for the term upon award through September 30, 2025 with the option to extend for up to four one year periods. The estimated annual revenue of \$355,600.00 will be deposited into the Fleet Services Fund.

**BACKGROUND INFORMATION:**

The Building and Equipment Services Department (BESD) is responsible for providing fleet maintenance and repair services to over 3,000 vehicles and equipment as well as fuel to over 6,000 City-owned vehicles and equipment. Additionally, BESD has provided fleet maintenance and repair and fuel for Opportunity Home San Antonio and Lackland Independent School District since the early 2000s. Through this agreement, BESD provides maintenance and repair services and fuel to approximately 150 vehicles in the combined fleet.

**ISSUE:**

This ordinance authorizes Interlocal Agreements to be entered into with Opportunity Home San Antonio and LISD for Fleet Maintenance and Repair Services and Fuel. These agreements shall terminate on September 30, 2025, and may be extended for up to four (4) one (1) year periods. Included in each of the agreements is a price list for services and commodities in accordance with budget approved rates adopted through ordinance each fiscal year.

#### **ALTERNATIVES:**

The City may elect to deny services and commodities to Opportunity Home San Antonio and LISD, which would require the entities to purchase these services from other providers.

#### **FISCAL IMPACT:**

This ordinance authorizes the execution of Interlocal Agreements with Opportunity Home San Antonio and Lackland Independent School District (LISD) for Fleet Maintenance and Repair Services and Fuel for the term upon ward through September 30, 2025, with option to extend for up to four one-year periods.

Fleet services and commodities sold to outside entities will be charged at rates that will cover all associated costs with providing such services. Article IV of the Agreement, Compensation, provides the specific rates to be charged. All rates are in accordance with budget approved rates adopted through ordinance each fiscal year. The estimated annual revenue of \$355,600.00 collected over the term of this agreement will be deposited into the Fleet Services Fund.

#### **RECOMMENDATION:**

Staff recommends approval to execute Interlocal Agreements for fleet services and fuel with Opportunity Home San Antonio and LISD.