



# City of San Antonio Certificate of Exemption

Finance

Please fill this form out online, attach any required support documents,  
and forward your request to next approval authority.

FY230376

## Certificate of Exemption

Originating Department: Parks & Recreation

Request Date: 05/19/2023

## Exemption Requested/Taken

The City is authorized under limited conditions to make procurements outside of the competitive solicitation process. Chapter 252 of the Local Government Code provides guidance regarding sixteen general exemptions from the competitive solicitation. Departments must submit vendor(s) quotations for any selection below. Please select one exemption:

- |  |   |
|--|---|
| <input type="checkbox"/> A procurement made because of a public calamity that requires funds to relieve the needs of the residents or to preserve city property (Note: Department must notify the Purchasing Division immediately regarding such an event) | <input type="checkbox"/> Paving, drainage, street widening and other public improvements or related matter where at least one-third of the costs are paid by special assessments  |
| <input checked="" type="checkbox"/> A procurement to preserve or protect the public health or safety of the city's residents (Note: Department must notify the Purchasing Division immediately regarding such an event)                                    | <input type="checkbox"/> A public improvement project which has been authorized but for which there is deficiency of funds to complete in accordance with the plans as authorized |
| <input type="checkbox"/> A procurement necessary because of unforeseen damage to machinery, equipment or other property (Note: Department must notify the Purchasing Division immediately regarding such an event)   | <input type="checkbox"/> A payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchap. C, Ch 212.              |
| <input type="checkbox"/> A procurement for personal, professional or planning services   | <input type="checkbox"/> Personal property sold   |
| <input type="checkbox"/> A procurement for work that is performed and paid for by the day as the work progresses   | <input type="checkbox"/> Services performed by blind or severely disabled persons   |
| <input type="checkbox"/> A purchase of land or right-of-way  | <input type="checkbox"/> Goods purchased by a municipality for subsequent retail sale by the municipality   |
| <input type="checkbox"/> A procurement of items available from only one source   | <input type="checkbox"/> Electricity  |
| <input type="checkbox"/> A purchase of rare books, papers and other materials for a public library   | <input type="checkbox"/> Advertising, other than legal notices  |

\*Does the public health & safety procurement include a "Sole Brand" preference? ☒ Yes ☐ No

\*Is this an "Emergency" purchase request that exceeds \$50,000 in value and would require City Council ratification? ☒ Yes ☐ No

\*Sourcing Accounting Details ☒ Insert Shopping Cart (SC) or Purchase Requisition (PR) # ☐ Insert Annual Contract #

Enter: Shopping Cart (SC) # / Purchase Requisition (PR) #:

2000739336

(enter "NA" if unavailable)

OR

Explanation (justification) why Shopping Cart # or Purchase Requisition # is unavailable






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### Sole Brand Justification Notice

You have indicated that this Certificate of Exemption is being requested for a purchase that is categorized as a "Sole Brand" procurement. Justification for such a purchase **MUST be provided in the following section of the form, where the justification for sole brand purchase can be documented and submitted as part of this Certificate of Exemption request.** Provide any related documents used in justifying the sole brand aspects of this purchase, attaching any correspondence(s) related to establishing that justification.

Click on the paperclip icon  located in the left margin of this form to make any required attachment.

### Sole Brand Justification Details

\*Name of Item: Honda SXS 700-4 M4LM

\*Manufacturer: Honda

\*Model Number: SXS 700-4 M4LM

\*Source Count: ☐ Available from only one source ☒ Available from more than one source

\*Name of Brand: Honda SXS 700-4 M4LM

\*Brief description of where or how the item(s) will be used:

Patrolling the linear creek ways throughout San Antonio trail system.

\*Describe the performance functions proprietary to the item(s) requested and why they are necessary to accomplish the project:

The Honda 700-4 is a rugged multipurpose off-road utility vehicle that has been proven to sustain the heavy work function of the Officers patrolling the green way system. Based on the amount of hours the UTV will be utilized it is far better for transporting both personnel and equipment up to 1000lbs on and off the green way trail systems along with a towing capability of 1500lbs. This is an all weather response vehicle specifically designed for patrol and response scenarios, versus the gravelly units that are primarily designed for ranch/utility maintenance. This UTV has met and exceeded our needs and has provided the widest amount of practical usage for our daily operations with a 10.7" ground clearance and being 4" smaller than the gravelly's. This allows the Officer's to safely maneuver the UTV on and off the trails in all weather conditions, including heavy off road applications in search and rescue response modes.

\*Will the item be used in conjunction with existing equipment? ☒ Yes ☐ No

\*Will it be used as a component to be interfaced with existing equipment? ☐ Yes ☒ No

\*Will this be used as an accessory or option? ☐ Yes ☒ No

\*Will training be required? ☒ Yes ☐ No

\*Describe the training and the amount of training (in hours, days, or months) that will be provided.

Train 4 hours for TXDOT All-Terrain Safety Certifications

\*Name other sources/brands whose products have been evaluated and why they do not meet requirements:

The Yamaha Wolverine 1000, the Kawasaki Mule 900, Honda Pioneer 500, Honda Pioneer 700-4, and our current Gravelly Units. The Honda Pioneer outperformed all other units tested and evaluated for the function of emergency patrol. Currently Texas Parks and Wildlife utilize the Honda Pioneer 700-4. The Pioneer up fitted as requested is approximately \$1000.00 less at acquisition than the gravelly. In the past year we have cracked two transfer cases on the gravelly's costing over \$13,000 in maintenance due to it's off road inabilities. Honda has proven to meet our fundamental needs and has been producing long lasting equipment, which we can affirm, due to the vast majority of our ATV fleet being Honda's.

**\*Required attachment: Sole Brand Justification Document explaining why requested item(s) are only suitable from one brand (Labor Relations Committee (LRC) Memo, other department-approved brand justification, etc.).**





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\*Has all of the required justification documentation been attached to this request? ☒ Yes ☐ No

### Execution/Filing Details

***This Certificate of Exemption is executed and filed with the Finance Department as follows:***

1. The undersigned is authorized to approve an exemption;
2. An exemption according to Section 252.022 of the Local Government Code exists.

More specifically, the following event has occurred:

COE is currently approved by City Attorney's Office and Finance department. Vendor will provide a suitable and effective equipment to meet departmental needs.

3. Because the exemption stated above exists, the City of San Antonio intends to contract with

**SC 2000739336** which will cost approximately \$ **51,274**

### Approvals

**Instructions:** Enter your Network credentials and "click" the **Sign** button for Authentication eSignature:

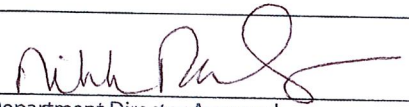
UserID: \_\_\_\_\_ Password: \_\_\_\_\_

**Alexander Bernal (Park Police)**

Originator

**05/22/2023**

Date

  
Department Director Approval

**7-3-23**  
Date

 **6-27-23**  
+5013

Executive Leadership Team Approval  
(approval required only for ratification by City Council)

Date

  
Procurement Administrator Approval

**7.31.2023**

Date

To send this approval document to the next approver, press **Send Forward**.  
To retain a copy of this request, perform a **Save As** to save it as an electronic form.