



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 5

Agenda Date: August 17, 2023

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Utility Terrain Vehicles & All Terrain Vehicles

SUMMARY:

This ordinance authorizes contracts with Briggs Industrial Solutions, Inc. and Chaves Brothers Management, LLC to provide Utility Terrain Vehicles for a total cost of \$168,905.16. Funding is available from the Equipment Renewal & Replacement Fund FY 2023 Adopted Budget in the amount of \$67,605.20, and from the 2021 Urban Areas Security Initiative Program Grant offered through the Federal Emergency Management Agency- Homeland Security Grant Program in the amount of \$101,299.96.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the attached tabulation of two (2) competitive bids to provide five (5) Utility Terrain Vehicles (UTV).

The San Antonio Fire Department currently has 17 UTVs in service and will receive one (1) Ambulatory Rescue Off Road Utility Terrain Vehicle that will be utilized as a rescue response vehicle when an ambulance is not able to reach an injured person, and one (1) Tactical Rescue Off Road Utility Terrain Vehicle that will be utilized as a rescue response vehicle to transport

Emergency Management Services (EMS) crews and gear. These UTVs will be an addition to the City Fleet.

The Parks & Recreation Department currently has 73 UTVs in service and will receive: One (1) Mid-Size Off-Road 2-Seat Utility Vehicle with a Dump Bed that will be utilized on park land that has narrower trails and limited turning radius, and two (2) 4-Seat 4x4 Light Utility Vehicles that will be utilized for park tours and crew transport as needed. These UTVs will be a replacement to the City Fleet.

The Finance Department, Purchasing Division issued an Invitation for Bid (IFB) for “Utility Terrain Vehicles & All Terrain Vehicles” (IFB 6100016654) on April 12, 2023, with a submission deadline of May 3, 2023. The IFB was advertised in the San Antonio Express-News, 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 Respondents. Four bids were received. Two bidders rescinded their bid responses as they were unable to hold pricing past the production cutoff date of June 1, 2023, and July 1, 2023. Two bids were eligible for review and were evaluated based on published bid specifications.

The low bid for Item 1- Off-Road Utility Terrain Vehicles – Ambulatory Rescue, Item 1A – HVAC Option, Item 1B – Siren & Public Address System Option, and Item 1C – Rear Rescue Attendant Seat with Rescue Skid Option, and Item 2 – Off-Road Utility Terrain Vehicles – Tactical Rescue is recommended for award to Chaves Brothers Management, LLC., a non-local vendor. However, there were no bids submitted from a local bidder for these items, therefore, application of the Local Preference Program was not applied.

The low bid for Item 3 – Mid-size Off-Road 2-Seater 4x4 Utility Vehicle w/Dump Bed from the Chaves Brothers Management, LLC was the low bid, but they were deemed non-responsive due to not meeting the specifications for a speedometer or trip meter. The next lowest bidder on this item, was Briggs International Solutions, Inc., who is recommended for award. In addition, Briggs Industrial Solutions, Inc., a non-local vendor is the low bidder for line item 7 – 4-Seater 4x4 Light Utility Vehicle. There were no bids submitted from a local bidder for these items. Therefore, application of the Local Preference Program was not applied.

Items 4, 5, and 6 are deleted and will not be re-bid.

ISSUE:

These contracts will provide Utility Terrain Vehicles for the Fire Department and Parks & Recreation Department. All equipment comes with a minimum one-year warranty. The life expectancy for these UTVs is 120 months.

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 these goods and services.

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

ALTERNATIVES:

Should these contracts not be approved there could be potential for delays in the delivery of essential services to the residents of San Antonio. The 3 UTV replacements proposed have met the requirements for replacement and are no longer economically feasible to repair. Should these UTVs not be purchased, then there could be an increased cost in maintenance and repair and operations may be compromised for the Fire Department and Parks & Recreation Department.

FISCAL IMPACT:

This ordinance authorizes two (2) contracts for five (5) Utility Terrain Vehicles in the total amount of \$168,905.16. Funding is available from the Equipment Renewal & Replacement Fund FY 2023 Adopted Budget in the amount of \$67,605.20, and from the 2021 Urban Areas Security Initiative Program Grant offered through the Federal Emergency Management Agency- Homeland Security Grant Program in the amount of \$101,299.96.

RECOMMENDATION:

Staff recommends the approval of these two contracts to purchase five Utility Terrain Vehicles from Briggs Industrial Solutions, Inc. for a cost of \$67,605.20 and Chaves Brothers Management, LLC for a cost of \$101,299.96 for a total cost of \$168,905.16. The Utility Terrain Vehicles will service the Fire Department and Parks & Recreation Department.

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