



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 13

Agenda Date: September 21, 2023

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Animal Kennel Trucks

SUMMARY:

This ordinance authorizes a contract with Cavender Ford Motor Company, Ltd, to provide twenty-three (23) Animal Kennel Trucks for the Animal Care Services Department (ACS) for a total cost of \$1,973,929.00. Funding in the amount of \$1,458,991.00 is available from Equipment Renewal and Replacement Fund FY 2023 Adopted Budget and \$514,938.00 is available from the General Fund contingent upon City Council approval of FY 2024 Proposed Budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by Cavender Ford Motor Company, Ltd. to provide Animal Care Services Department up to twenty-three (23) live animal control kennel trucks. This purchase was made utilizing a public health or safety exemption to provide ACS with seventeen (17) animal kennel trucks to keep up with the growing demands for dangerous animal retrieval. This contract will also supply four (4) replacement animal kennel trucks.

Dangerous animal retrieval is vital to preventing the spread of infectious disease and proactively

avoiding injury and harm to people and pets. The US Department of Health & Human Services, Centers for Disease Control (CDC) recommends local citizenry to call the local animal control office to remove stray animals since these animals may be un-vaccinated or ill. These vehicles are vital for carrying out the mission laid out by the CDC for public health. The San Antonio community has experienced an increase in animal retrieval calls. This has put a strain on existing resources requiring the need for more animal care officers and animal kennel trucks. The proposed twenty-three (23) vehicles shall be used in all San Antonio council districts.

An electric kennel truck alternative is currently not readily available due to market availability, physical demands on the vehicle, service application, and vehicle driving range required.

The City issued a Request for Offer (RFO) for “Animal Kennel Trucks” (RFO 6100017279) on July 31, 2023, with a submission deadline of August 4, 2023. One proposal was received from Cavender Ford Motor Company, Ltd. and is recommended for contract award based on the published specifications.

The initial term of the agreement will be for the period upon award by City Council and will terminate upon delivery of all goods ordered.

ISSUE:

This contract will provide up to twenty-three (23) live animal kennel trucks for the Animal Care Services Department. The cut-off date is September 30, 2023, with a lead time quoted at 310 days for delivery.

The life expectancy of these vehicles is 96 months. The replacement of 4 vehicles, to be supplied on this contract, have met the City’s Equipment Renewal & Replacement Fund program. The cab and chassis are covered by 36 month/36,000 miles warranty and the animal transport truck bodies are covered by 12 months parts and labor basic warranty and 60 months parts and labor on the heating, ventilation, and air conditioning system.

This contract will provide Class 2 light duty vehicles. Light-duty vehicles are defined as Class 1 – Class 2 vehicles weighing 10,000 lbs. or less. Medium-duty vehicles are defined as Class 3 – Class 6 vehicles weighing 10,001 – 26,000 lbs. Heavy-duty vehicles are defined as Class 7 – Class 8 vehicles weighing 26,001 and greater. A commercial driver license is required to operate heavy-duty vehicles.

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.

This contract is an exception to the Local Preference Program.

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

ALTERNATIVES:

Should this contract not be approved, the City's ability to meet the rising demand of dangerous animal retrieval will be impacted. Due to limited resources, trucks are only available at specific times and in specific quantities per model year. Not placing a conditional order by September 30, 2023, would push these orders to model year 2025 and require a new solicitation. The replacement date is considered the optimum time for replacement as delaying the acquisitions could make the current vehicles no longer economically feasible to repair.

FISCAL IMPACT:

This ordinance authorizes a contract with Cavender Ford Motor Company, Ltd, to provide twenty-three (23) Animal Kennel Trucks for the Animal Care Services Department for a total cost of \$1,973,929.00. Funding in the amount of \$1,458,991.00 is available from Equipment Renewal and Replacement Fund FY 2023 Adopted Budget and \$514,938.00 from the General Fund contingent upon City Council approval of FY 2024 Proposed Budget.

RECOMMENDATION:

Staff recommends approval of an ordinance for acceptance of a contract with Cavender Ford Motor Company, Ltd, to provide twenty-three (23) Animal Kennel Trucks to the Animal Care Services Department for a total cost of \$1,973,929.00.

This contract was procured based on a public health or safety exemption and contracts disclosure forms are not required.