



# City of San Antonio

## Agenda Memorandum

**File Number:**

---

**Agenda Item Number:** 5

**Agenda Date:** September 21, 2023

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Park Police UTVS & ATVS

**SUMMARY:**

This ordinance authorizes a contract with Kent Powersports LP, to provide three (3) utility vehicle (UTVS) & one (1) all-terrain vehicle (ATV) for the Parks and Recreation Department, Park Police Division for a total cost of \$63,441.93. Funding in the amount of \$45,342.99 is available from the Equipment Renewal and Replacement Fund FY 2023 Adopted Budget and funding in the amount of \$18,098.94 is available from the General Fund FY 2023 Adopted Budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by Kent Powersports LP to provide one (1) 4-seat 4x4 UTV that will be added to the City fleet, two (2) replacement 4-seat 4x4 UTVs, and one (1) replacement 1-seat 4x4 ATV that will be used by Park Police for routine patrols of nature trails and wild park lands beyond walking paths. Parks Police unified their patrol vehicles in a common silhouette to distinguish them from Parks & Recreation's Park Operations, and Clean and Green Divisions that also use UTVs to perform trail maintenance and construction.

The City issued a Request for Offer (RFO) for “Park Police UTVS & ATVS” (RFO 6100017169) on July 19, 2023, with a submission deadline of August 4, 2023. The RFO 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 Respondents. Four proposals were received. Kent Powersports LP is recommended for contract award based on the published bid specifications.

These UTVs and ATV are off-road vehicles and fall outside of the Federal Highway Administration classification system for vehicle weights and certifications. Electric off-road vehicles are currently not readily available due to market availability, driving range, off-road traction, power, and towing capabilities which is essential for municipal tasks and operations.

This purchase was made utilizing a public health or safety exemption, sole brand, to allow Parks and Recreation, Park Police Division for the procurement of brand specific UTV and ATV to add/replace four (4) UTVS & ATVS. The Park Police uniformly use the Honda Pioneer 700-A UTV, Honda Four Trax Rancher 4x4. Honda outperformed all other units tested and evaluated for the function of emergency patrol. Honda is the most efficient for transporting emergency personnel and equipment through the park greenway trail systems.

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 one (1) 4-seat 4x4 UTV that will be added to the City fleet, two (2) replacement 4-seat 4x4 UTVs, and one (1) replacement 1-seat 4x4 ATV that will be used by Park Police Division for routine patrols of nature trails and wild park lands beyond walking paths.

These items have a 120-month lifecycle.

The UTVs and ATV to be supplied through this contract come with a 12-month warranty.

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.

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 contracts, so no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, there could be a delay in delivery of essential calls for public safety at San Antonio parks. The UTV & ATV replacements proposed have met the requirements

for replacement and are no longer economically feasible to repair. Should these items not be purchased, then there could be an increased cost in maintenance and repair, compromising Parks Police patrols.

**FISCAL IMPACT:**

This ordinance authorizes a contract with Kent Powersports LP, to provide three (3) utility vehicle (UTVS) & one (1) all-terrain vehicle (ATV) for the Parks and Recreation Department, Park Police Division for a total cost of \$63,441.93. Funding in the amount of \$45,342.99 is available from the Equipment Renewal and Replacement Fund FY 2023 Adopted Budget and funding in the amount of \$18,098.94 is available from the General Fund FY 2023 Adopted Budget.

**RECOMMENDATION:**

Staff recommends approval of an ordinance accepting a contract with Kent Powersports LP, to provide four (4) UTVs & ATV for the Parks and Recreation Department, Park Police Division for a total cost of \$63,441.93.

This contract was procured on the basis of a public health or safety exemption, sole brand, and contracts disclosure forms are not required.