



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 20

**Agenda Date:** September 21, 2023

**In Control:** Select Meeting Type

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Hybrid & Electric Vehicles

**SUMMARY:**

This ordinance authorizes a contract with Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota, to provide ninety-seven (97) electric and hybrid vehicles, to be utilized by the San Antonio Police, Public Works, Fire, Development Services, San Antonio Metropolitan Health District, Solid Waste Management, Parks & Recreation, Aviation, and Information Technology Services Departments for a total cost of \$3,248,100.50. Funding is available in the FY 2023 Adopted Budget in the amount of \$3,070,669.00 from the Equipment Renewal and Replacement, in the amount of \$125,970.00 is available from the General Fund , and in the amount of \$51,461.50 from the Airport Operating & Maintenance Fund.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota to provide thirty-six (36) compact hybrid sedans, twenty (20) mid-size hybrid sedans, nine (9) plug-in hybrid electric sedans, eleven (11) compact electric SUVs, eleven (11) mid-size hybrid SUVs, nine (9) compact hybrid SUVs, and one (1) electric truck. These vehicles will be replacements and new additions for various

departments. The Police Department will receive sixty two (62) units; the Public Works Department will receive nine (9) units; the Fire Department will receive nine (9) units; the Development Services Department will receive six (6) units; the Metropolitan Health District will receive four (4) units; the Solid Waste Management Department will receive three (3) units; the Parks and Recreation Department will receive two (2) units; and both the Aviation and Information Technology Services Departments will each receive one (1) unit. These vehicles will be used by department personnel to provide services to the citizens throughout the City including, but not limited to, code enforcement, capital project management, and various administrative functions.

Hybrid and battery-electric vehicles now constitute 90% of the City's light-duty administrative fleet including 571 hybrid and 28 electric vehicles. Although some vehicles being replaced by this purchase are already hybrid vehicles, this contract will increase the City's count of alternative fuel vehicles. These vehicle replacements and new additions to the fleet follow Administrative Directive 9.3 Sustainable Fleet Acquisition & Management and support the Climate Action & Adaptation Plan that was passed by Ordinance 2019-10-17-0840.

The City issued a Request for Offer (RFO) for "Hybrid & Electric Vehicles" (RFO, 6100017257) on July 31, 2023, with a submission deadline of August 11, 2023. The RFO was advertised in the San Antonio e-Procurement System and an email notification was released to potential Respondent. One proposal was received. Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota is recommended for contract award based on published specifications.

This contract was procured on the basis of a TIPS-USA Cooperative # 210907 and is made through the Interlocal Purchasing System (TIPS) Cooperative Program passed through Ordinance 2009-12-10-1002, dated 12/10/2009. The use of the cooperative contract allows for the City to be able to purchase the quantity needed.

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 ninety-seven (97) replacement vehicles for the Police, Fire, Public Works, Development Services, Metropolitan Health District, Solid Waste Management, Parks & Recreation, Aviation, and Information Technology Services Departments. The replacement of these units is consistent with the Equipment Renewal and Replacement Fund (ERRF) program. Four vehicles will be new additions the Police Department's fleet.

The lifecycle for these vehicles is a minimum of 100,000 miles or 120 months.

These vehicles are covered at a minimum of 36-months/36,000-mile bumper to bumper warranty.

This contract will provide a supply of Class 1 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 award 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, this could impact the City's ability to provide essential services to the residents of San Antonio. The current light-duty vehicles scheduled for replacement have met or will meet their age and or mileage requirement cycles before they are replaced. The replacement date is considered the optimum time for replacement in that delay of the acquisition of replacement units could result in the current vehicles incurring higher maintenance cost because of age or high mileage.

#### **FISCAL IMPACT:**

This ordinance authorizes a contract with Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota, to provide ninety-seven (97) electric and hybrid vehicles, to be utilized by the San Antonio Police, Public Works, Fire, Development Services, San Antonio Metropolitan Health District, Solid Waste Management, Parks & Recreation, Aviation, and Information Technology Services Departments for a total cost of \$3,248,100.50. Funding is available in the FY 2023 Adopted Budget in the amount of \$3,070,669.00 from the Equipment Renewal and Replacement, in the amount of \$125,970.00 is available from the General Fund , and in the amount of \$51,461.50 from the Airport Operating & Maintenance Fund.

#### **RECOMMENDATION:**

Staff recommends approval of an ordinance for acceptance of a contract with Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota, to provide ninety-seven (97) electric and hybrid vehicles, to be utilized by the San Antonio Police, Public Works, Fire, Development Services, San Antonio Metropolitan Health District, Solid Waste Management, Parks & Recreation, Aviation, and Information Technology Services Department(s) for a total cost of \$3,248,100.50.

This contract was procured by means of cooperative purchasing and a Contract Disclosure Form is not required.