



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 4

Agenda Date: October 14, 2021

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Utility Terrain Vehicles

SUMMARY:

This ordinance authorizes acceptance of an annual contract with DeWinne Equipment Company to provide the Convention and Sports Facilities, City Center Development and Operations, Parks and Recreation and Public Works Departments with 23 replacement utility terrain vehicles (UTV's) for a total cost of \$393,804.16. Funding is available from the FY 2022 Equipment Renewal and Replacement Fund (ERRF).

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the bid tabulation of three bids to provide 23 replacement utility terrain vehicles (UTV's) in FY 2022. These UTV's are compact cargo hauling units that travel where conventional pickup trucks cannot travel. These UTV's provide seating for 2 passengers and comes with a metal dump bed that is used for grounds maintenance, debris clean up, dirt/sand hauling, and off-road travel. There are currently 107 UTV's in the City fleet. This contract will provide needed UTV replacements for Parks and Recreation Department (19), City Center Development and Operations Department (2), Public Works Department,

Stormwater Division (1), and the Convention and Sports Facilities Department, Alamodome (1).

The Invitation for Bid (IFB) was evaluated based upon the published bid specifications.

The low bid submitted by Tellus Equipment Solutions was not as specified (NAS). The specifications required a steel/aluminum bed. The bidder offered a polypropylene (plastic) bed.

The second lowest bid submitted by Golf Cars, Etc. was also not as specified. The specifications required a liquid cooled engine. The bidder offered an air-cooled engine.

The third lowest bid was submitted by DeWinne Equipment Company and is recommended for award.

ISSUE:

The proposed contract will provide the Convention and Sports Facilities, City Center Development and Operations, Parks and Recreation and Public Works Departments with 23 replacement UTV's in FY 2022.

The UTV's come with a minimum one-year warranty that will start on the day each unit is placed in service. The life expectancy for these units is 60 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 recommended award is to the lowest responsive bidder, who is also a local business. Therefore application of the Local Preference Program was not required.

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

ALTERNATIVES:

The current units 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 could result in the vehicles incurring higher maintenance costs as a result of age or high mileage. This could impact the City's ability to provide essential services to the residents of San Antonio.

FISCAL IMPACT:

This ordinance authorizes a contract with DeWinne Equipment Company to provide 23 replacement UTV's for a total cost of \$393,804.16. Funding is available from the FY 2022 Equipment Renewal and Replacement Fund Budget (ERRF).

RECOMMENDATION:

Staff recommends approval of a contract with DeWinne Equipment Company to provide 23 replacement utility terrain vehicles for a total cost of \$393,804.16.

This contract was procured by a low bid process and a Contracts Disclosure Form is not required.