



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 5

Agenda Date: January 12, 2023

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Ratification of Change Order for Annual Contract for Wheelchair Accessible Buses

SUMMARY:

This ordinance ratifies Change Order 1 in the amount of \$74,410.00 with Creative Bus Sales, Inc., for five wheelchair accessible buses for the Department of Human Services (DHS) increasing the total price from \$572,395.00 to \$646,805.00. Funding in the amount of \$44,646.00 is available from FY 2023 Equipment Renewal and Replacement Fund (ERRF) budget, and in the amount of \$29,764.00 from FY 2023 General Fund budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration is a request for ratification of Change Order 1 for Invitation for Bid No. 6100013754 Annual Contract for Wheelchair Accessible Buses approved by Ordinance No. 2021-08-05-0510. The annual contract provided replacement wheelchair accessible buses and additions to the fleet for the period beginning upon contract award and ending November 30, 2022, under the same terms and conditions.

The City placed an order for a total of six wheelchair accessible buses for FY 2021 for a total of

\$686,874.00. All buses should have been delivered by April 2022 and May 2022. However, Creative Bus Sales, Inc., claimed it was unable to fulfill the order due to manufacturer's early cut-off date for 2021 models. In order to mitigate the City's damages and as wheelchair accessible buses are critical to the front-line operations of DHS, the City issued this change order to mitigate damages and to proceed with ordering five new 2022/2023 model year vehicles with a cost difference pursuant to PO No. 8000414037 Change Order 1 is for a quantity of five wheelchair accessible buses, revises the model year from 2021 to 2022/2023, and increases the cost by \$14,882.00 per bus for a total change order cost of \$74,410.00. The total cost for 5 wheelchair accessible buses will increase from \$572,395.00 was to \$646,805.00. Price increase in model year change is a result of manufacturer's increased cost of body construction materials and components.

The wheelchair accessible buses are for Senior Nutrition Program, operated by the Department of Human Services that currently has thirty-eight buses and vans in service; fifteen are 23-passenger wheelchair accessible buses, three are 9-passenger wheelchair accessible shuttle vans, and twenty are 15-passenger vans.

The buses will be utilized by the Department of Human Services (DHS) for the Senior Nutrition Program to provide transportation services to senior citizens at all City managed Senior Centers. The buses are replacements for DHS to serve clients who need transportation at the comprehensive (all day) centers, which has increased, requiring larger capacity vehicles as well as vehicles that will accommodate disabled seniors.

ISSUE:

Approval of this Ordinance will ratify a change order of the contract to provide five wheelchair accessible replacement buses for the Department of Human Services, Senior Nutrition Program for the City's fleet. The replacement of these buses is consistent with the Equipment Renewal and Replacement Fund (ERRF) program.

The buses body structure and body water leakage are covered by a 100,000 miles/five-year warranty; the chassis, vehicle engine, and transmission are covered by a 60,000 miles/five-year warranty; the air conditioner is covered by an unlimited miles/three-year warranty and the lift/ramp is covered by a limited five-year warranty. All other options are covered by a minimum of 36,000 miles/three-year warranty.

The wheelchair accessible buses have a 96-month lifecycle.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements are exempt to this contract change order.

Local Preference Program and Veteran-Owned Small Business Preference Program is an exception to this contract change order.

ALTERNATIVES:

Should this contract not be approved, necessary field work may be compromised and create the potential of delays in delivery of essential services to the residents of San Antonio. The current 23-passenger buses scheduled for replacement have met their age and/or mileage requirement cycles. If the replacement equipment is not purchased, the alternative is to continue to use the buses currently available and incur increasing maintenance costs, thus possibly compromising services throughout the City.

FISCAL IMPACT:

This ordinance ratifies Change Order 1 in the amount of \$74,410.00 with Creative Bus Sales, Inc., for five wheelchair accessible buses for the Department of Human Services (DHS) increasing the total price from \$572,395.00 to \$646,805.00. Funding in the amount of \$44,646.00 is available from FY 2023 Equipment Renewal and Replacement Fund (ERRF) budget, and in the amount of \$29,764.00 from FY 2023 General Fund budget.

RECOMMENDATION:

Staff recommends the ratification of Change Order 1 in the amount of \$74,410.00 with Creative Bus Sales, Inc., for five wheelchair accessible buses for the Department of Human Services increasing the total contract price from \$572,395.00 to \$646,805.00.

This contract is procured on the basis of low bid and a contracts disclosure form is not required.