



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 7

**Agenda Date:** March 21, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Contract Amendment for Hybrid & Electric Vehicles

**SUMMARY:**

This ordinance authorizes contract Amendment I to Request For Offer (RFO) 6100017257 “Hybrid & Electric Vehicles” to increase the quantity of Compact Sedan, Prius Prime Plug-In, Electric Vehicles with Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota, to provide four (4) additional 2023 Prius Prime Plug-In, Electric Vehicles, to be utilized by the San Antonio Police, Center City Development & Operations, and Neighborhood & Housing Services Departments for a total cost of \$129,991.00. Funding is available in the amount of \$97,493.25 from the Equipment Renewal and Replacement Fund, and \$32,497.75 from the NHSD Tax Increment Financing (TIF) Fund.

**BACKGROUND INFORMATION:**

City Council awarded a contract to Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota through Ordinance 2023-09-21-0653 to provide 97 Hybrid & Electric Vehicles to various City Departments. Amendment I will provide four (4) additional vehicles at the same price of \$32,497.75 for vehicle per Silsbee Toyota’s original bid response for RFO 6100017257 “Hybrid & Electric Vehicles” for total cost of \$129,991.00. This Amendment will supply the Police

Department with 1 replacement; Center City Development & Operations with 2 replacements; and Neighborhood and Housing Services Department with 1 fleet addition.

Submitted for City Council consideration and action is Amendment I to RFO 6100017257, “Hybrid & Electric Vehicles” increasing the quantity of Bid Item 17, Compact Sedan, Prius Prime Plug-In, Electric Vehicles with Silsbee Toyota, from nine (9) vehicles to a total of thirteen (13) vehicles. This addendum addresses the need for four additional vehicles needed to fulfill program objectives and avoid potential delays. These additional vehicles align with the City's commitment to sustainable initiatives. Incorporating these four vehicles into the existing contract ensures consistent pricing and streamlines the procurement process. The contract value shall increase from \$3,248,100.50 to \$3,378,091.50.

RFO 6100017257 “Hybrid & Electric Vehicles” awarded by council through Ordinance 2023-09-21-0653 was procured on the basis of TIPS-USA Cooperative # 210907, made through the Interlocal Purchasing System (TIPS) Cooperative Program approved through Ordinance 2009-12-10-1002, dated 12/10/2009.

#### **ISSUE:**

This contract Amendment I will provide four (4) additional 2023 Prius Prime Plug-In, Electric Vehicles, to be utilized by the San Antonio Police, Center City Development & Operations, and Neighborhood & Housing Services Departments. The life-cycle 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 Amendment I not be approved, these vehicles would need to be formally solicited for model year 2025 vehicles due to the fleet cutoff date for new model year 2024 plug-in sedans has passed. 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 Amendment I to increase the quantity of hybrid and electric vehicles order with Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota, to provide four (4) additional 2023 Prius Prime Plug-In, Electric Vehicles, to be utilized by the San Antonio Police, Center City Development & Operations, and Neighborhood & Housing Services Departments for a total cost of \$129,991.00. Funding is available in the amount of \$97,493.25 from the Equipment Renewal and Replacement Fund, and \$32,497.75 from the NHSD Tax Increment Financing (TIF) Fund.

**RECOMMENDATION:**

Staff recommends approval of the Amendment I to increase the quantity of hybrid and electric vehicles order with Donalson-Umphrey Automotive Group Inc., DBA Silsbee Toyota, to provide four (4) additional 2023 Prius Prime Plug-In, Electric Vehicles, to be utilized by the San Antonio Police, Center City Development & Operations, and Neighborhood & Housing Services Department(s) for a total cost of \$129,991.00.

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