



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 10, 2018
Action Item for City Council Meeting of April 17, 2018

DATE: April 10, 2018

TO: Margie C. Rose, City Manager

FROM: E. Jay Ellington, Director of Parks and Recreation Department
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Purchase of Utility Terrain Vehicles for Parks and Recreation

CAPTION:

Motion authorizing the purchase of four Kubota RTV-X900G-A utility terrain vehicles and three Kubota RTV-X900H-W for \$118,263 from Ewald Kubota, of Corpus Christi, Texas.

PURPOSE:

This item is to approve the purchase of utility terrain vehicles for Parks and Recreation.

BACKGROUND AND FINDINGS:

The vehicles will be utilized by the City of Corpus Christi Park Operations Division for their daily operations. Two units are replacements for units currently used by the North Beach Maintenance crew to perform sanitation and landscaping services. One unit is an addition to the fleet to be used on North Beach by the Parks Enforcement Office to patrol North Beach. The other units are for Beach Operations to be used by the lifeguards on McGee beach, beach cleanup efforts on the Gulf beaches and beach permit sells staff. Two units are being funded from General Fund, and five units are funded from the State HOT Fund.

The Purchasing Division advertised and released RFB No. 283 to solicit bids. One company submitted a bid; staff conducted an online price comparison looking at Kubota Tractor Company and KubotaUSA.Com and as has established that the bid submitted was fair and reasonable. Staff recommends award to Ewald Kubota.

ALTERNATIVES:

N/A

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Parks & Recreation and Fleet Maintenance Operations

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

| Fiscal Year: 2017-2018 | Current Year | Future Years | TOTALS |
|-----------------------------------|---------------------|---------------------|---------------|
| Line Item Budget | \$368,288.30 | \$0.00 | \$368,288.30 |
| Encumbered / Expended Amount | \$132,040.30 | \$0.00 | \$132,040.30 |
| This item | \$118,263.00 | \$0.00 | \$118,263.00 |
| BALANCE | \$117,985.00 | \$0.00 | \$117,985.00 |

Fund(s): General and State HOT Beach

Comments:

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet