



AGENDA MEMORANDUM

Future Item for the City Council Meeting of January 23, 2018
Action Item for City Council Meeting of January 30, 2018

DATE: January 23, 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 Beach Operations
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CAPTION:

Motion authorizing the City Manager, or designee, to purchase five Kubota RTV-X900G-A utility terrain vehicles for beach operations from Ewald Kubota, of Corpus Christi, Texas, based on Request for Bids (RFB) No. 272 based on the lowest responsive, responsible bid for an amount of \$80,585.

PURPOSE:

This item is to approve the purchase of utility terrain vehicles for beach operations.

BACKGROUND AND FINDINGS:

The purchase of five utility terrain vehicles for beach operations are replacement units for those utility terrain vehicles that were destroyed during the 2017 Hurricane Harvey event.

The purchase of the five utility terrain vehicles will be used by the Parks and Recreation Department's Beach Division for everyday operations by Beach Operations staff members. Three will be used for Turtle Patrol and two will be used by beach parking permit sales staff members.

The Purchasing Division advertised and released RFB No. 272 to solicit bids. One company submitted a bid; staff conducted an online price comparison looking at ATV.COM and Kubota Tractor Corporation 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	\$254,195.00	\$0.00	\$254,195.00
Encumbered / Expended Amount	\$104,952.00	\$0.00	\$104,952.00
This item	\$80,585.00	\$0.00	\$80,585.00
BALANCE	\$68,658.00	\$0.00	\$68,658.00

Fund(s): State HOT Beach

Comments:

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet