



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement

DCM: David Gaines

DATE: June 28, 2022

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Kubota Tractor Corporation, through the Sourcwell Cooperative Purchasing Network Contract Number 122220-KBA, for Kubota Off-Road Utility Vehicles (UTVs) for various City of Denton departments; authorizing the expenditure of funds therefor; and declaring an effective date (File 8035 – awarded to Kubota Tractor Corporation, in the five (5) year not-to-exceed amount of \$600,000.00).

INFORMATION/BACKGROUND

This request is for the purchase of off-road utility vehicles for various City departments. Types of vehicles include Kubota utility terrain vehicles (UTVs), all-terrain vehicles (ATVs), and UTV side-by-sides or four (4) seat models. Utility vehicles can have flat beds or dump beds and can be diesel, gasoline, or fully electric powered (EV). Fleet will make EV considerations a priority based on department utility.

The Sourcwell contract #122220-KBA provides for a 22% discount from MSRP base model pricing and approval will add considerable efficiency to the procurement process for needed utility vehicles.

Kubota Tractor Corporation has an authorized service center – Zimmerer Kubota & Equipment, located in Denton.

The requested not-to-exceed amount is based on anticipated replacement schedule quantities combined with a small contingency for possible fleet additions. The projected spend could increase or decrease based on any future changes to department-specific program services.

Staff is recommending awarding a contract to Kubota Tractor Corporation through Sourcwell Contract number 122220-KBA.

The anticipated 5-year spend is outlined below.

	FY 22-23	FY 23-24	FY24-25	FY25-26	FY 26-27	Total
Replacements	\$50,000	\$100,000	\$50,000	\$100,000	\$50,000	\$350,000
Contingency	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Total	\$100,000	\$150,000	\$100,000	\$150,000	\$100,000	\$600,000

Pricing obtained through Sourcwell Cooperative Purchasing Network has been competitively bid and meets the statutory requirements of Texas Local Government Code 271.102.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 28, 2020, Council approved the interlocal agreement with Sourcewell (Ordinance 20-197).

On June 27, 2022, this item will be presented to the Public Utilities Board (PUB) for consideration.

RECOMMENDATION

Award a contract with Kubota Tractor Corporation, for Kubota Off-Road Utility Vehicles (UTVs) for various City of Denton departments, in a (5) five-year not-to-exceed amount of \$600,000.

PRINCIPAL PLACE OF BUSINESS

Kubota Tractor Corporation
Grapevine, TX

ESTIMATED SCHEDULE OF PROJECT

This is a five (5) year contract. Delivery of the items will occur within 90 days after receipt of order. This Sourcewell contract expires on January 29, 2025.

FISCAL INFORMATION

These products and services will be funded through the using department's budget on an as-needed basis. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Cooperative Pricing
Exhibit 3: Ordinance

Respectfully submitted:
Lori Hewell, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: Terry Kader, 940-349-8729.

Legal point of contact: Marcella Lunn at 940-349-8333.