



## REPORT TO COUNCIL City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
www.CityofSacramento.org

CONSENT  
October 14, 2008

Honorable Mayor and  
Members of the City Council

**Title: Contracts: Purchase of Towing and Roadside Services**

**Location/Council District:** Citywide

**Recommendation:** Adopt a **Resolution:** 1) awarding one-year contracts with three one-year renewal options for the purchase of towing and roadside services to: a) Terry Arnold's Towing in an amount not to exceed \$1,005,833 for the four year period; b) College Oak Towing in an amount not to exceed \$382,883 for the four year period; and c) Pirtek Power Inn in an amount not to exceed \$1,000,000 for the four year period; and 2) authorizing the City Manager or the City Manager's designee to execute the contracts and renewal options specified above provided that sufficient funds are available in the budget adopted for the applicable fiscal year(s).

**Contacts:** Keith Leech, Fleet Manager, 808-5869; Craig Lymus, Interim Procurement Services Manager, 808-6202

**Presenters:** Not applicable

**Department:** General Services

**Division:** Fleet Management

**Organization No:** 13001311

**Description/Analysis:**

**Issue:** The Department of General Services, Fleet Management Division, has a need to provide towing and roadside services in support of various departments within the City of Sacramento. The Procurement Services Division recommends that contracts be awarded to three suppliers based on the results of Invitation for Bid No. B093246004.



**Policy Considerations:** The recommendations in this report are in accordance with the provisions of City Code Section 3.56.

**Committee/Commission Action:** Not applicable

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):**

The current project has been determined to be exempt from the requirements of the California Environmental Quality Act, under Section 15061(b)(3) which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The current proposal involves the purchasing of towing and roadside services. Therefore, as determined by the City's Environmental Services Planning Manager, no environmental review is necessary.

**Sustainability Considerations:** Not applicable

**Rationale for Recommendation:** In support of various departments within the City, the Department of General Services, Fleet Management Division has a need to purchase towing and roadside services. In an effort to expedite future purchases, the recommended contracts allow for three one-year renewals provided that sufficient funds are available in the adopted budgets for the applicable fiscal years.

In August 2008, Procurement Services, in accordance with City Code Section 3.56, issued Invitation for Bid No. B093246004 for towing and roadside services. Three categories were included in the bid. Category A included light duty towing, Category B included heavy duty towing, and Category C included roadside services. A total of seven bids were received. Award is recommended to Terry Arnold's Towing, College Oak Towing, and Pirtek Power Inn, the lowest responsive and responsible bidders in their respective categories. A summary of the bid results is provided in Attachment 1.

**Financial Considerations:** As the cost of towing services is subject to fluctuating fuel costs, a 10% annual increase in spending authority is being requested and is reflected in the annual expenditure totals. This is to accommodate the provisions of the contract which allow for annual price increases, due mostly to the rising cost of fuel. Sufficient funds are available in the Department of General Services, Fleet Management Division, FY2008/09 operating budget (Fleet Fund) to purchase towing and roadside services during FY2008/09. Purchases made during the remaining years of the contracts are subject to funding availability in the adopted budget for those years.

This report recommends awarding one-year contracts with three one-year renewal

options as shown in Attachment 2 for the purchase of towing and roadside services.

**Emerging Small Business Development (ESBD):** Terry Arnold's Towing is certified as an emerging/small business firm. College Oak Towing and Pirtek Power Inn are not certified as emerging/small business firms. As of May 31, 2008, the Department of General Services achieved an ESBD percentage of 36.84% for FY2007/08.

Respectfully submitted by:   
Keith Leech  
Fleet Manager

Approved by:   
Reina J. Schwartz  
Director, Department of General Services

Recommendation Approved:

  
Ray Kerridge  
City Manager

**Table of Contents:**

Report	Pg 1
<b>Attachments</b>	
1 Bid Results	Pg 4
2 Yearly Contract Award Recommendations	Pg 5
3 Resolution	Pg 6

Attachment 1

BID NO. B093246004-TOWING AND ROADSIDE SERVICES

Bidders:	Chima's Towing	College Oak Towing	Dan's Mission Towing	Pirtek Power Inn	Quality Towing	Sierra Hart Towing	Terry Arnold's Towing
Category A->14,001 GVWR	\$259,425.00	\$249,500.00	\$276,025.00	NO BID	\$208,500.00	\$197,350.00	\$197,025.00
Category B-<14,001 GVWR	\$72,500.00	\$75,000.00	\$82,000.00	NO BID	NO BID	\$5,000.00 <sup>(2)</sup>	\$101,500.00
Category C-Repairs	\$147,500.00	NO BID	NO BID	\$249,990.00	NO BID	NO BID	NO BID
5% E/SBE Preference	None	None	None	None	None	None	Yes
Early Payment Discount	None	10%-30 days	None	None	None	None <sup>(3)</sup>	6%-30 days
Category A Bid Evaluation Total	\$259,425.00	\$224,550.00	\$276,025.00	NO BID	\$208,500.00	\$197,350.00	<b>\$175,352.25</b>
Category B Bid Evaluation Total	\$72,500.00	67,500.00	\$82,000.00	NO BID	NO BID	\$5,000.00 <sup>(2)</sup>	\$90,335.00
Category C Bid Evaluation Total	\$147,500.00 <sup>(1)</sup>	NO BID	NO BID	<b>\$249,990.00</b>	NO BID	NO BID	NO BID

Award of Contracts To: Terry Arnold's Towing  
1429 Auburn Bl.  
Sacramento, CA 95815

College Oak Towing  
4125 Winters St.  
Sacramento, CA 95838

Pirtek Power Inn  
4191 Power Inn Rd. #D  
Sacramento, CA 95826

Total Contract Amount: **\$1,005,832.33**

**\$382,882.50**

**\$1,000,000.00**

Using Department: General Services (Fleet)

No. of E/SBE Bids Solicited  
3

No. of E/SBE Responses  
1

Award to E/SBE Vendor?  
Yes

(1) Bidder did not meet technical specification requirements and was non-responsive.

(2) Vendor did not bid on all items in category.

(3) Prompt payment discount offered was less than 20 days. Must be 20 days or more to receive bid evaluation credit.

**Attachment 2**

**Terry Arnold's Towing  
(Light Duty - Category A)**

	<b>Basis</b>	<b>10% Fuel Allowance</b>	<b>Anticipated Cost</b>
<b>Year 1</b>	\$197,025.00	\$ 19,702.50	\$ 216,727.50
<b>Year 2</b>	\$216,727.50	\$ 21,672.75	\$ 238,400.25
<b>Year 3</b>	\$238,400.25	\$ 23,840.03	\$ 262,240.28
<b>Year 4</b>	\$262,240.28	\$ 26,224.03	\$ 288,464.31
		<b>Total Anticipated Cost</b>	<b>\$1,005,832.33</b>

**College Oak Towing  
(Heavy Duty - Category B)**

	<b>Basis</b>	<b>10% Fuel Allowance</b>	<b>Anticipated Cost</b>
<b>Year 1</b>	\$ 75,000.00	\$ 7,500.00	\$ 82,500.00
<b>Year 2</b>	\$ 82,500.00	\$ 8,250.00	\$ 90,750.00
<b>Year 3</b>	\$ 90,750.00	\$ 9,075.00	\$ 99,825.00
<b>Year 4</b>	\$ 99,825.00	\$ 9,982.50	\$ 109,807.50
		<b>Total Anticipated Cost</b>	<b>\$ 382,882.50</b>

**Pirtek Power Inn  
(Roadside Services - Category C)**

	<b>Basis</b>	<b>10% Fuel Allowance</b>	<b>Anticipated Cost</b>
<b>Year 1</b>	\$250,000.00	Not applicable	\$ 250,000.00
<b>Year 2</b>	\$250,000.00	Not applicable	\$ 250,000.00
<b>Year 3</b>	\$250,000.00	Not applicable	\$ 250,000.00
<b>Year 4</b>	\$250,000.00	Not applicable	\$ 250,000.00
		<b>Total Anticipated Cost</b>	<b>\$ 1,000,000.00</b>

**RESOLUTION NO. 2008-XXXX**

Adopted by the Sacramento City Council

**October 14, 2008**

**AWARD CONTRACT FOR THE PURCHASE OF TOWING AND  
ROADSIDE SERVICES**

**BACKGROUND**

- A. In support of various departments within the City, the Department of General Services, Fleet Management Division has a need to purchase towing and roadside services.
- B. In August 2008, Procurement Services, in accordance with City Code Section 3.56, issued Invitation for Bid No. B093246004 for the purchase of towing and roadside services. A total of seven bids were received. Award is recommended to Terry Arnold's Towing, College Oak Towing, and Pirtek Power Inn, the lowest responsive and responsible bidders in their respective categories.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL  
RESOLVES AS FOLLOWS:**

- Section 1. Terry Arnold's Towing is awarded a one-year contract with three one-year renewal options for the purchase of towing and roadside services in a total amount not to exceed \$1,005,833 for the four-year period.
- Section 2. College Oak Towing is awarded a one-year contract with three one-year renewal options for the purchase of towing and roadside services in a total amount not to exceed \$382,883 for the four-year period.
- Section 3. Pirtek Power Inn is awarded a one year contract with three one-year renewal options for the purchase of towing and roadside services in a total amount not to exceed \$1,000,000 for the four-year period.
- Section 4. The City Manager or the City Manager's designee is authorized to execute the contracts and annual renewal options specified above provided that sufficient funds are available in the budget adopted for the applicable fiscal year(s).

