

Meeting Date: 5/24/2016

Report Type: Consent

Report ID: 2016-00509

Title: Contract Supplement No. 2: Vehicle Towing and Roadside Services

Location: Citywide

Recommendation: Pass a Motion 1) authorizing the City Manager or the City Manager's designee to execute Contract Supplement No. 2 to Contract No. 2012-0921 with College Oak Towing for vehicle towing and roadside services in an amount not to exceed \$139,650 for a revised total contract amount not to exceed \$661,902 through the end of the contract term on October 29, 2016; and 2) resetting the City Manager's authority to issue contract supplements.

Contact: Iseña Garcia, Program Specialist, (916) 808-1163; Mark Stevens, Fleet Manager, (916) 808-5869, Department of Public Works

Presenter: None

Department: Public Works Department

Division: Fleet Management

Dept ID:

Attachments:

1-Description/Analysis

2-Agreement

City Attorney Review

Approved as to Form

Gary Lindsey

5/17/2016 3:04:41 PM

Approvals/Acknowledgements

Department Director or Designee: Jerry Way - 5/4/2016 1:22:22 PM

Description/Analysis

Issue Detail: The Department of Public Works (DPW), Fleet Management Division, has an ongoing requirement to provide vehicle towing and roadside services to support City departments. Fleet Management staff estimates that an additional \$139,650 will be needed for vehicle towing and roadside services through October 29, 2016, the end of the original contract term.

Policy Considerations: The recommendations in this report are in accordance with City Code Chapter 3.56.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendations in this report involve the purchase of vehicle towing and roadside services and are not considered to be a project in accordance with Section 15378(b)(2) of the CEQA Guidelines.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: On October 30, 2012 City Council passed Motion No. 2012-254 awarding a four-year contract to College Oak Towing for vehicle towing and roadside services in an amount not to exceed \$474,775. Contract Supplement No. 1 was executed on April 21, 2016 under City Manager authority to increase the contract by \$47,477 for a new total not-to-exceed amount of \$522,252. Fleet Management staff determined that additional contract authority will be needed for vehicle towing and roadside services through October 29, 2016, the end of the original contract term. The recommended Contract Supplement No. 2 will provide additional spending authority in the amount of \$139,650, for a revised total contract amount not to exceed \$661,902 through the end of the four-year term.

Financial Considerations: Sufficient funds are available in the DPW FY2015/16 operating budget (Fleet Fund, Fund 6501) to purchase the required vehicle towing and roadside services through June 30, 2016. Purchases made after July 1, 2016 are subject to funding availability in the FY2016/17 adopted budget.

Local Business Enterprise (LBE): College Oak Towing is an LBE.



Requires Council Approval: No YES Meeting: 5/24/16

Real Estate Other Party Signature Needed Recording Requested

General Information

Type: Nonprofessional Services PO Type: N/A	Attachment: No.: 2
Not to Exceed: \$661,902	Original Doc Number: 2012-0921
Other Party: College Oak Towing	Certified Copies of Document:
Project Name: Towing and Roadside Services	Deed: <input checked="" type="checkbox"/> None <input type="checkbox"/> Included <input type="checkbox"/> Separate
Project Number: Bid Transaction #: B12131311005	E/SBE-DBE-M/WBE:

Department Information

Department: Public Works Division: Fleet Management

Project Mgr: Iseña Garcia

Contract Services: N/A Division Mgr: Mark Stevens

Phone Number: 808-1163 Org Number: 15003311

Comment: Original Contract Amount: N/A

Review and Signature Routing

Department Signature or Initial Date

Project Mgr: IG 4/13/16

Contract Services: _____

City Attorney Signature or Initial Date

City Attorney: GW 4/13/16

Send Interoffice Mail to Iseña Garcia (12500)

Notify for Pick Up: Isena Garcia - 808-1163

Authorization Signature or Initial Date

Jerry Way
Director, Public Works: _____

City Mgr: Yes No

Contract Cover/Routing Form: Must Accompany ALL Contracts; however, is not part of the contract. (01-01-09)
(Under \$100K - Blue)

For City Clerk Processing

Finalized:
Initial: _____
Date: _____

Imaged:
Initial: _____
Date: _____

Received:
(City Clerk Stamp Here)

CONTRACT SUPPLEMENT (Nonprofessional Services)

Project Title and Job Number: Towing and Roadside Services
Purchase Order #:

Date: 3/15/16
Contract Supplement No.: 2

The City of Sacramento ("City") and College Oak Towing ("Contractor"), as parties to that certain Nonprofessional Services Agreement designated as Agreement Number 2012-0921, including any prior contract supplements modifying the agreement (the agreement and contract supplements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The scope of Services specified in Exhibit A of the Agreement is amended as follows:
To allow the City to purchase additional towing and roadside services on an as-needed basis as determined by the City, the not-to-exceed amount of the contract is increased by \$139,650 for a new total not-to-exceed amount of \$661,902.
2. In consideration of the additional and/or revised services described in section 1, above, the maximum not-to-exceed amount that is specified in Exhibit B of the Agreement for payment of Contractor's fees and expenses, is increased by \$139,650, and the Agreement's maximum not-to-exceed amount is amended as follows:

Agreement's original not-to-exceed amount:	\$474,775
Net change by previous contract supplements:	\$47,477
Not-to-exceed amount prior to this contract supplement:	\$522,252
Increase by this contract supplement:	\$139,650
New not-to exceed amount including all contract supplements:	\$661,902
3. Contractor agrees that the amount of increase or decrease in the not-to-exceed amount specified in section 2, above, shall constitute full compensation for the additional and/or revised services specified in section 1, above, and shall fully compensate Contractor for any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Contractor.
4. Contractor warrants and represents that the person or persons executing this contract supplement on behalf of Contractor has or have been duly authorized by Contractor to sign this contract supplement and bind Contractor to the terms hereof.
5. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Contractor shall perform all of the services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this contract supplement.

Approval Recommended By:

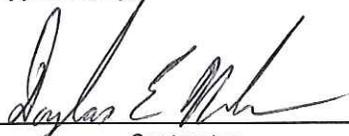
Approved As To Form By:



Project Manager



City Attorney

Approved By:


Contractor

Attested To By:

City Clerk

Approved By:

City of Sacramento



CERTIFICATE OF LIABILITY INSURANCE

OP ID: TD

DATE (MM/DD/YYYY)

03/29/16

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER R.A. Storelee Insurance Agency Rob Storelee 321 First Street Suite 201 Benicia, CA 94510 Robert A. Storelee	707-745-3321	CONTACT NAME:	
	707-745-3709	PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		PRODUCER CUSTOMER ID #:	COLLE-1
INSURED George Little Investments Inc DBA: College Oak Towing 4125 Winters Street Sacramento,, CA 95826	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A :	Manufactures Alliance Ins Co	
	INSURER B :	TOPA Insurance Company	
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

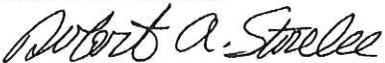
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			8216019920182	02/19/16	02/19/17	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> UM Coverage Incl			1516019920182	02/19/16	02/19/17	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			XL-6608740-01	02/19/16	02/19/17	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
	DEDUCTIBLE \$ RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A				WC STATU-TORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Garagekeepers			1516019920182	02/19/16	02/19/17	300K/500K 500/250ded
A	On Hook/Cargo			8216019920182	02/19/16	02/19/17	100k/500k \$1,000 Ded

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

LOC. 1: 4125 WINTER STREET, SACRAMENTO CA 95838
LOC. 2: 8590 FRUITRIDGE RD, SACRAMENTO CA 95826
LOC. 3: 3299 LUYUNG DRIVE, RANCHO CORDOVA CA 95742
CERTIFICATE HOLDER IS NAMED AS ADDITIONAL INSURED

CERTIFICATE HOLDER**CANCELLATION**

SACCITY City of Sacramento 5730 24th Street Bldg 1 Sacramento, CA 95822	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

© 1988-2009 ACORD CORPORATION. All rights reserved.

POLICY NUMBER: 8216019920182 College Oak Towing COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED ENDORSEMENT – OWNERS, LESSEES OR
CONTRACTORS - (FORM B)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Name of Person or Organization:

City of Sacramento
Dept of Public Works
5730 24th Street Building 1
Sacramento, CA 95822

Project: ALL OPERATIONS

THE INSURANCE AS PROVIDED BY THIS POLICY IS PRIMARY AND NON-CONTRIBUTING
OVER ANY OTHER VALID AND COLLECTABLE INSURANCE.

(If no entry appears above, information required to complete this endorsement
will be shown in the Declaration as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person
or organization shown in the Schedule, but only with respect to liability arising out
of "your work" for that insured by you.

All other Terms and Conditions of this Policy remain unchanged.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/7/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER G.L. Anderson Ins Svcs Inc an affiliate of Professional Ins Assoc 101 Parkshore Dr, Ste 270 Folsom CA 95630	CONTACT NAME: PHONE (A/C, No., Ext): 916-353-5130 E-MAIL ADDRESS: certificates@glandersonins.com	FAX (A/C, No.):
	INSURER(S) AFFORDING COVERAGE	
INSURED COLLE01 George Little Investments, Inc. COT transportation, Inc. dba College Oak Towing 4125 Winters Street Sacramento CA 95838	INSURER A: Insurance Company of The West	NAIC # 27847
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

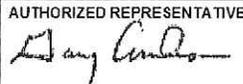
COVERAGES **CERTIFICATE NUMBER:** 1552606079 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WPL502339204	4/1/2016	4/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Evidence of workers' compensation insurance. Waiver of subrogation applies per attached endorsement.

*10 day notice of cancellation for non-payment of premium

CERTIFICATE HOLDER City of Sacramento c/o EBIX RCS 151 North Lyon Street Hemet CA 92543	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT . CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the schedule.

The additional premium for this endorsement shall be 5% of the California Workers' Compensation premium otherwise due on such remuneration, subject to a minimum premium of \$50.00.

Schedule

Person or Organization	Job Description
City of Sacramento c/o EBIX RCS	Towing and Roadside Services
151 North Lyon Street Hemet, CA 92543	City of Sacramento
	Towing

Policy Number: WPL502339204

Insured: College Oak Towing

Endorsement Effective: 04/01/2016

Coverage Provided by: Insurance Company of the West

Issue Date: 04/07/2016

Countersigned by: