



# REPORT TO COUNCIL

## City of Sacramento

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915 I Street, Sacramento, CA 95814-2671  
www.CityofSacramento.org

CONSENT  
October 11, 2005

Honorable Mayor and  
Members of the City Council

**Subject:** Road Services, Towing and Related Services for City Vehicles

**Location/Council District:** Citywide

**Recommendation:**

Adopt the attached Resolution: 1) approving specifications of bid, 2) authorizing the Procurement Services Manager to execute contracts for Road Services, Towing and Related Services for City Vehicles with Sierra Hart Enterprises, Inc. dba Sierra Hart Auto Center and to Terry Arnold's Towing in the total amount not to exceed \$225,000, and 3) authorizing the Procurement Services Manager to exercise subsequent contract options to extend road service and towing contract with contractors selected from results of bid number B051187030, for periods up to one year, but not to exceed three successive one-year periods or an accumulated contract total of \$900,000.

**Contact:** Robert Summersett, Fleet Manager, 808-6309; Ralph Clouse,  
Program Analyst, 808-6240

**Presenters:** None

**Department:** General Services

**Division:** Fleet Management

**Organization No:** 3259

**Summary:**

The City of Sacramento had a contract with Terry Arnold's Towing for Road Services, Towing and Related Services that recently expired. The City went out to bid and the two lowest responsive and responsible bidders were Sierra Hart Enterprises, Inc. and Terry Arnold's Towing (Attachment 1). Staff recommends adopting the attached Resolution awarding contracts to: Sierra Hart Enterprises, Inc. dba Sierra Hart Auto Center for towing vehicles with a GVWR of 15,000 lbs. or less as specified in Section "A" of the bid and Terry Arnold's Towing for towing vehicles with a GVWR of 15,001 lbs or greater as specified in Section "B" of the bid, in the total amount not to exceed \$225,000 for the initial contract year.



**Committee/Commission Action:**

None.

**Background Information:**

- The City currently has a contract for this service with Terry Arnold's Towing which having expired, is being replaced with the contracts delineated herein.
- These contracts will be used by the Fleet Management Division of the Department of General Services for towing and roadside services, as required during the contract period for vehicles, trucks and other equipment owned and/or operated by the City of Sacramento.
- The bid totals represent estimated requirements for the first year contract. Staff requests that the City Council accept the results of Bid No. B051187030 and authorize the Procurement Manager to execute contracts with Sierra Hart Enterprises, Inc. dba Sierra Hart Auto Center and Terry Arnold's Towing in the amount not to exceed \$225,000 per year, which more closely reflects the actual amount anticipated to be expended in each year. Additionally, staff requests that the City Council authorize the optional three one-year extensions in a total amount not to exceed \$900,000 per year.
- Both contractors are City of Sacramento certified Small Businesses.
- The contracts include the option to be renewed annually for up to three one-year extensions.
- Invitations For Bid (IFBs) were sent to 29 potential vendors; 11 of which were state- or city-certified Emerging/Small Business Enterprise (E/SBE) firms. Five firms responded to the IFB; three E/SBE responses were received with one determined to be non-responsive.

**Financial Considerations:**

Sufficient funds are available in the FY05/06 Fleet Maintenance operating budget (420-310-3259) for these services.

**Environmental Considerations:**

None.

**Policy Considerations:**

These recommendations are consistent with Chapter 3.56 of the Sacramento City Code. The Equal Benefits Ordinance (EBO) and the Living Wage Ordinance (LWO) are applicable to these contracts and Declarations of Compliance were signed by each bidder.

**Emerging Small Business Development (ESBD):**

Invitations For Bid (IFBs) were sent to 11 potential Emerging/Small Business Enterprise (E/SBE) vendors which were state- or city-certified. In total, five firms responded to the IFB; three E/SBE responses were received with one determined to be non-responsive.

Reviewed/Approved by: Craig B. Symus  
for Christopher Stewart  
Procurement Services Manager

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

Recommendation Approved:

Cassandra H. B. Jennings  
ROBERT P. THOMAS  
City Manager

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**RESOLUTION NO. \_\_\_\_\_**

Adopted by the Sacramento City Council

**APPROVING BID SPECIFICATIONS, AWARDING ROAD SERVICES, TOWING AND RELATED SERVICES FOR CITY VEHICLES CONTRACTS TO SIERRA HART ENTERPRISES, INC. DBA SIERRA HART AUTO CENTER AND TERRY ARNOLD'S TOWING IN THE ACCUMULATED AMOUNT NOT TO EXCEED \$225,000, AND AUTHORIZE SUBSEQUENT CONTRACT EXTENSIONS IN AN ANNUAL AMOUNT NOT TO EXCEED \$225,000 PER CONTRACT YEAR**

**BACKGROUND:**

- The City currently has a contract for this service with Terry Arnold's Towing which, having expired, is being replaced with the contracts delineated herein.
- These contracts will be used by the Fleet Management Division of the Department of General Services for towing and roadside services, as required during the contract period, for vehicles, trucks and other equipment owned and/or operated by the City of Sacramento.
- Invitations For Bid (IFBs) were sent to 29 potential vendors; 11 of which were state- or city-certified Emerging/Small Business Enterprise (E/SBE) firms. Five firms responded to the IFB; three E/SBE responses were received with one determined to be non-responsive.
- The bid totals represent estimated requirements for the first year contract. Staff requests that the City Council accept the results of Bid No. B051187030 and authorize the Procurement Manager to execute contracts with Sierra Hart Enterprises, Inc. dba Sierra Hart Auto Center and Terry Arnold's Towing in the amount not to exceed \$225,000 per year, which more closely reflects the actual amount anticipated to be expended in each year. Additionally, staff requests that the City Council authorize the Purchasing Manager to exercise options to extend road service and towing contract with contractors selected from results of bid number B051187030, for periods up to one year but not to exceed three successive one-year periods or an accumulated contract total of \$900,000.
- The selected contractors are City of Sacramento certified Small Businesses.
- The contracts include the option to be renewed annually for up to three one-year extensions.

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

- Section 1. Specifications of Bid No. B051187030 for Road Services, Towing and Related Services for City Vehicles are hereby adopted and contracts awarded to the lowest responsive and responsible bidders.
- Section 2. The Procurement Manager is hereby authorized to execute contracts with Rick A. Hart, Sierra Hart Enterprises, Inc. dba Sierra Hart Auto Center, 1050 Triangle Court, West Sacramento, CA 95605 and to Terry Arnold's Towing, 1429 Auburn Boulevard, Sacramento, CA, 95815 in the accumulated amount not to exceed \$225,000 for the initial contract year.
- Section 3. The Procurement Manager is hereby authorized to execute contract options to extend contracts with Rick A. Hart, Sierra Hart Enterprises, Inc. dba Sierra Hart Auto Center, and to Terry Arnold's Towing in accordance with the specifications of bid number B051187030, for periods up to one year but not to exceed three successive one-year periods or an accumulated contract total of \$900,000.