

AGENDA



Thursday, December 17, 2009

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 76

Subject: Authorize award and execution of a 36-month requirements service contract with AUS-TEX TOWING AND RECOVERY, LLC, Pflugerville, TX to provide towing services for Fleet Services in an estimated amount not to exceed \$910,000, with three 12-month extension options in estimated amounts not to exceed \$432,000 for the first extension option, \$518,400 for the second extension option, and \$622,080 for the third extension option, for a total estimated contract amount not to exceed \$2,482,480.

Amount and Source of Funding: Funding in the amount of \$208,333 is available in the Fiscal Year 2009-2010 Operating Budget of the Financial and Administrative Services Department, Fleet Fund. Funding for the remaining 26 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Sharon Patterson. Senior Buyer, 972-4014

Purchasing Language: Best evaluated bid of two bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This service contract will provide towing services for disabled City vehicles and equipment. The towing services will be provided on an as-needed basis for various types of vehicles and equipment including sedans, police cars and motorcycles, fire trucks, ambulances, dump trucks, garbage trucks, light, medium and heavy-duty trucks, and truck-mounted aerial devices.

The Contractor will be available to provide towing services 24-hours per day, 365 days per year. The Contractor will tow the unit to a City Fleet Service Center or, if requested, to a specialized repair facility.

This contract is necessary to support the Fleet Service Centers with a reliable and continuous source for towing services.

In order to determine the best value to the City, evaluation criteria included the cost for towing services inside and outside Travis County, the number of tow-trucks each vendor owns and the number of service calls each vendor could respond to per hour.

MBE/WBE solicited: 3/1 MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Twenty-four notices were sent, including three MBEs and one WBE. Two bids were received, with no response from the MBE/WBEs.
- c. The pricing offered reflects a 3% increase to the last contract award in May 2004.

APPROVAL JUSTIFICATION

- a. Best evaluated bid of two bids received. Aus-Tex Towing and Recovery is not the current provider of these services.
- b. The Purchasing Office concurs with the Fleet Services Division's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.