



## Water & Wastewater Commission Review and Recommendation

<b>Commission Meeting Date:</b>	November 14, 2018
<b>Council Meeting Date:</b>	November 29, 2018
<b>Department:</b>	Purchasing
<b>Client:</b>	Daniel Layton, Danielle Lord, Rick Coronado, and David Anders
<b>Agenda Item</b>	
Authorize award and execution of a multi-term contract with <b>Denver W. Kokel D/B/A Denver's Towing</b> , to provide towing services, for up to five years for a total contract amount not to exceed \$2,435,000. This is a multi-department contract. Austin Water's requested authorization is \$40,000.	
<b>Amount and Source of Funding</b>	
Funding in the amount of \$7,333 is available in the Fiscal Year 2018-2019 Operating Budget of Austin Water. Funding for the remaining contract term is contingent upon available funding in future budgets.	
<b>Purchasing Language:</b>	The Purchasing Office issued Invitation for Bids (IFB) 6200 MMO1004 for these services. The solicitation issued on August 13, 2018 and it closed on September 4, 2018. Of the three offers received, the recommended contractor submitted the lowest responsive offer.
<b>Prior Council Action:</b>	N/A
<b>Boards and Commission Action:</b>	November 14, 2018 – To be reviewed by the Water and Wastewater Commission.
<b>MBE/WBE:</b>	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

The contract is for towing services necessary to relocate parked vehicles to clear City work zones. While advance notices are placed on doors and vehicles, occasionally vehicles are left on the street and must be moved to allow field crews to work on the street or water system. The contractor will move vehicles to nearby streets while work is performed at no charge to vehicle owners.

The previous contract for these services expired November 14, 2018. The recommended contractor was the previous provider for these services. Authorization amounts for this contract are based on departmental estimates and historical spend. If the City is unable to secure a contract, the City will be forced to procure these services on an as-needed basis, which may result in higher prices, higher operational costs, and work delays.

**Contract Detail:**

<b>Contract Term</b>	<b>Length of Term</b>	<b>Contract Authorization</b>
Initial Term	1 Year	\$487,000
Optional Extension 1	1 Year	\$487,000
Optional Extension 2	1 Year	\$487,000
Optional Extension 3	1 Year	\$487,000
Optional Extension 4	1 Year	\$487,000
<b>TOTAL</b>	<b>5 Years</b>	<b>\$2,435,000</b>

**Note:** Contract Authorization amounts are based on the City's estimated annual usage.

**BID TABULATION**

**Towing Services – Denver's Towing**

**VENDOR**

**TOTAL BID**

Denver's Towing	\$486,400
Southside Wrecker Inc.	\$697,875
Jerry's Texan Towing LLC.	\$769,725

**PRICE ANALYSIS**

- a) Note: Award of contract is recommended based on low bidder meeting the requirements of the solicitation.
- b) Solicitations: 27 notices were sent, including 0 MBE and 0 WBE firms, 3 responsive bid were received with no M/WBE firms responding.
- c) Quantities were determined based on past expenditures and estimated future need.
- d) Price Analysis: The average price for towing services has decreased by \$2.29 or 1.94% (from \$118.12 to \$115.83).

### **APPROVAL JUSTIFICATION**

- a) Austin Water concurs with Central Purchasing recommended award.