



**Purchasing Service Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 23
AGENDA DATE: Thu 03/25/2004
PAGE: 1 of 3**

SUBJECT: Authorize execution of a 12-month service agreement with DENVER'S TOWING, Austin, TX for towing services in an amount not to exceed \$250,000, with four 12-month extension options in an amount not to exceed \$250,000, for a total agreement amount not to exceed \$1,250,000.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$125,000 is available in 2003-2004 Approved Operating Budget of the Financial and Administrative Services Department, Fleet Fund. Funding for the remaining six 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.

REQUESTING Purchasing	DIRECTOR'S
DEPARTMENT: for Financial and	AUTHORIZATION: <u>Vickie Schubert</u>
Administrative Services -	
Fleet Services;	

FOR MORE INFORMATION CONTACT: Rick Fudge, Supervising Sr. Buyer, 974-2033

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Low bid of five bids received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 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 contract establishes an annual service agreement for towing services of disabled City vehicles and equipment of all sizes and types on an as needed basis for the Fleet Services Division. The contract provides towing for light duty vehicles (up to 10,000 pound Gross Vehicle Weight Rating), medium duty vehicles (10,001-26,000 pound Gross Vehicle Weight Rating), heavy duty vehicles (26,001-33,000 pound Gross Vehicle Weight Rating), and larger heavy duty vehicles (over 33,000 pound Gross Vehicle Weight Rating).

The vendor is required to provide towing services seven days per week and 24 hours per day with an estimated 60 tows per week. When a City vehicle is disabled, Fleet Services will contact the vendor and provide the vehicle type and location. The vendor will locate the disabled vehicle within 45 minutes of being called, and once on the scene, first attempt to change the flat tire with the spare tire and release the vehicle back into service. If there is no usable spare tire on the vehicle, or the vehicle is disabled for any other reason, the second option for the vendor is to proceed to tow or haul the vehicle to the requested Fleet Service Center. The contract is necessary to support the Fleet Service Centers with a reliable and continuous source for towing services.

MBE/WBE sent: 0/0

MBE/WBE bid: 0/0



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BID TABULATION

Towing and Related Services - IFB NO. RF04300003
Estimated Expenditures - \$250,000/year
(Six Bid Groups)

<u>Vendor</u>	<u>Total Group 1</u>	<u>Total Group 2</u>	<u>Total Group 3</u>	<u>Total Group 4</u>	<u>Total Group 5</u>	<u>Total Group 6</u>
Denver's Towing Austin, Tx	\$37,775	\$5,740	\$25,400	\$5,420	\$42,075	\$8,525
Interstate Chaparral Towing, Austin, TX	\$44,125	\$6,120	\$30,550	\$6,875	\$59,650	\$12,200
Southside Wrecker, Inc., Austin, TX	\$57,975	\$10,540	\$46,550	\$11,375	\$68,250	\$15,375
Aus-Tex Body & Frame, Inc. Austin, TX	\$72,000	\$16,725	\$35,250	\$10,240	\$70,350	\$19,995
Kokel's Custom Towing, Austin, TX	\$52,075	\$8,215	\$58,375	\$12,225	\$91,500	\$17,000

Note: Award is based on the lowest total price for each of the six bid categories that were used for evaluation purposes and to establish unit prices for all towing services. The contract amount is estimated at \$250,000 based on the City's expenditures for the past three years. A complete bid tabulation is available in the Purchasing Office.

PRICE ANALYSIS

- a. Adequate competition.
- b. Twelve bids were issued. There are no MBE/WBEs available for these services. Five bids were received.
- c. Unit prices have decreased by approximately 34% since August 2000. The towing services were broken down into greater detail on the new bid sheet and the vendor's responsibilities were more clearly defined. These changes provided better price protection for the City and the vendor; thus resulting in lower unit prices offered to the City.



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APPROVAL JUSTIFICATION

- a. Low bidder.
- b. Fleet Services Division of the Financial and Administrative Services Department concurs with recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.