



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: DECEMBER 14, 2021

FROM: POLICE DEPARTMENT WARD: ALL

SUBJECT: RFQ 2059 - FOR POLICE DEPARTMENT OFFICIAL TOW TRUCK SERVICE AGREEMENT FOR A THREE-YEAR PERIOD FROM JANUARY 1, 2022 – DECEMBER 31, 2024, WITH THREE OPTIONAL ONE-YEAR EXTENSIONS, TO PROVIDE TOW SERVICES FOR ANY POLICE EMERGENCY SITUATION WHERE A TOW TRUCK IS REQUIRED

ISSUES:

Consider whether to award Official Police Tow Truck Service Agreements to 10 tow companies for a three-year period from January 1, 2022 – December 31, 2024, with three optional one-year extensions, to provide tow services for any police emergency situation where a tow truck is required and authorize the City Manager, or designee, to execute the 10 agreements, including execution of the three optional one-year extensions, making other minor and non-substantive changes, and the ability to execute additional agreements to qualified tow companies established through RFQ 2059, in accordance with the RFQ, should the need arise.

RECOMMENDATIONS:

That the City Council:

1. Award Official Police Tow Truck Service Agreements to 10 tow companies for a three-year period from January 1, 2022 – December 31, 2024, with three optional one-year extensions to provide tow services for any police emergency situation where a tow truck is required; and
2. Authorize the City Manager, or designee, to execute the 10 agreements, including execution of the three optional one-year extensions, making other minor and non-substantive changes, and to execute additional agreements to qualified tow companies established through RFQ 2059, in accordance with the RFQ, should the need arise to maintain up to 10 qualified companies for such tow services.

BACKGROUND:

The Police Department has a long history of working with Official Police Tow Truck Service (OPTTS) providers to provide tow services for any police emergency situation where a tow truck is required.

On December 6, 2016, City Council approved the Official Police Tow Truck Service Agreements (OPTTSA) with 15 tow contractors to provide towing and other related tow services for the City of Riverside Police Department (RPD). The OPTTSA was for a period of two years and expired December 31, 2018. The agreement provided provisions to allow for two separate renewal terms of one year each to companies in good standing.

On November 27, 2018, City Council approved the First Amendment to the OPTTSA with 14 tow contractors to extend the original contract for the period January 1, 2019 through December 31, 2019.

On December 3, 2019, City Council approved the Second Amendment to the OPTTSA with 14 tow contractors to extend the original contract for the period January 1, 2020 through December 31, 2020. At the time, this was the last available option to extend the OPTTSA.

On December 15, 2020, City Council adopted an urgency ordinance amending Riverside Municipal Code Section 5.15.080(B) to allow for three optional extensions of up to one-year each to OPTTSAs. The City Council adopted this urgency ordinance to allow for one more 1-year extension to the existing OPTTSAs, in order to ensure there is no gap in official police tow service in 2021, and to provide City staff with enough time to examine the recently amended Riverside Municipal Code Chapter 5.15 and issue competitive procurement solicitations for new OPTTSAs which comply with code and other purchasing requirements.

On January 5, 2021, City Council approved the Third Amendment to the OPTTSA with 9 tow contractors to extend the original contract for the period January 1, 2021 through December 31, 2021.

The proposed three-year Agreement (2022-2024) will include up to 10 companies with three optional one-year extensions

DISCUSSION:

On September 21, 2021, Request for Qualifications (RFQ) 2059 was posted on PlanetBids to issue competitive procurement solicitations for new OPTTS agreements which comply with code and other purchasing agreements. Fourteen companies submitted statements of qualifications (SOQ), one of which was found to be non-responsive as the company did not meet all of the minimum qualifications outlined in RFQ 2059. The thirteen qualified companies were designated to the City's North Region or South Region as outlined in RFQ 2059. The Companies and their designated regions are outlined in the table below:

Vendor Name	Designated Region
Interstate Towing and Recovery, Inc.	South
Limor Enterprises, Inc. dba Auto Aide	South
Noah's Solutions, Inc dba Angelo's Towing	South
Quality Roadside Service, Inc. dba Liberty Towing	South
Certified Towing, Inc.	South
Double A Towing, Inc.	North
Ramos Towing LLC, Inc.	North
Carter Sutton Griffin Corp dba J&M Towing	North
HNEA26 Corp. dba Alamo Street Towing	North

Statewide Towing and Recovery, Inc.	North
Tippy's Tow Service, Inc.	North
White House Enterprises, Inc. dba Patriot Towing	North
Pepe's, Inc. dba Pepe's Towing	North
Speedy Bee Towing & Recovery	Non Responsive

A selection committee of three City staff members reviewed and scored the proposals based on qualifications, experience, references, approach and methodology outlined in RFQ 2059. After careful review and consideration, the evaluation committee determined that the following 10 tow service companies are most qualified to perform the services outlined in RFQ 2059.

Vendor Name	Designated Region
SOUTH REGION	
Interstate Towing and Recovery, Inc.	South
Limor Enterprises, Inc. dba Auto Aide	South
Noah's Solutions, Inc dba Angelo's Towing	South
Quality Roadside Service, Inc. dba Liberty Towing	South
Certified Towing, Inc.	South
NORTH REGION	
Statewide Towing and Recovery, Inc.	North
Tippy's Tow Service, Inc.	North
White House Enterprises, Inc. dba Patriot Towing	North
Pepe's, Inc. dba Pepe's Towing	North
Carter Sutton Griffin Corp dba J&M Towing	North

The Department is requesting authorization for the City Manager, or designee, to execute additional OPTTS Agreements in the event the Department is required to replace one or more of the selected tow companies due to unforeseen circumstances or due to the inability of a tow company to meet City requirements. Any additional tow companies will be selected from the list of qualified tow companies established through RFQ 2059 and will be selected in accordance with the RFQ. If the list is exhausted, a new RFQ may be necessary.

The Purchasing Manager concurs that the recommendation to award is in compliance with Purchasing Resolution 23256.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 2 *Community Well-Being* and Goal No. 2.6 – Strengthen community preparedness for emergencies to ensure effective response and recovery.

The item aligns with each of the five Cross-Cutting Threads as follows:

Community Trust – Having qualified, experienced, referenced tow companies serves the public interest, benefits the City's diverse populations, and results in greater public good. The Police Department's regular utilizing of towing companies is necessary provide tow services for any police emergency situation where a tow truck is required.

Equity – The RPD provides public safety services to all residents in the City of Riverside. Utilizing tow companies to provide tow services for any police emergency situation where a tow truck is required.

Fiscal Responsibility – The RPD is proposing this purchase in accordance with Purchasing Resolution 23256, Sections 500 which states, that For the acquisition of Goods, Services and Construction, Formal Procurement shall be conducted by the Manager and the Manager's duly authorized representatives in conjunction with a Using Agency, or may be conducted by the Using Agency, through the approval of the Manager and the Manager's duly authorized representatives in a manner and under circumstances intended to elicit competitive responses.

Innovation – In order to meet the community's changing needs and prepare for the future, RPD reviews the qualifications, experience, references of tow companies that are used to provide tow services for any police emergency situation where a tow truck is required.

Sustainability & Resiliency – Regularly assessing the Police Departments programs, making changes as needed and utilizing tow companies to provide tow services for any police emergency situation where a tow truck is required.

FISCAL IMPACT:

There is no fiscal impact associated with this report. Revenue generated by the tow companies is deposited into the General Fund, Police Support Services, Miscellaneous Police Receipts account number 3102000-341190.

Prepared by: Larry V. Gonzalez, Chief of Police
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
Approved by: Lea Deesing, Assistant City Manager
Approved as to form: Phaedra A. Norton, City Attorney

Attachments:

1. 2022-2024 OPTTSA with Certified Towing Inc.
2. 2022-2024 OPTTSA with Interstate Towing and Recovery
3. 2022-2024 OPTTSA with Limor Enterprises, Inc. DBA Auto Aide Towing
4. 2022-2024 OPTTSA with Noah's Solutions, Inc. DBA Angelo's Towing
5. 2022-2024 OPTTSA with Pepe's Inc. DBA Pepe's Towing Service
6. 2022-2024 OPTTSA with Quality Roadside Service DBA Liberty Towing
7. 2022-2024 OPTTSA with Statewide Towing and Recovery, Inc.
8. 2022-2024 OPTTSA with Tippy's Tow Service, Inc.
9. 2022-2024 OPTTSA with White House Enterprises, Inc. DBA Patriot Towing
10. 2022-2024 OPTTSA with Carter Sutton Griffin Corp, DBA J&M Towing