



# CITY OF LONG BEACH

# R-30

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 6<sup>th</sup> Floor • Long Beach, CA 90802 • (562) 570-6845 • Fax (562) 570-5836

August 19, 2008

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. RFP PW08-006 authorizing the City Manager to execute contracts and any amendments thereto with Expertow, Inc., Supreme Towing Service Inc. dba City Tow Service, Rossmoor Towing, A & A Towing, Inc., A & E Towing, Inc., and AF Road Runner Towing, Inc., for an annual combined total amount not to exceed \$250,000 plus a 10 percent contingency if necessary and if funds are available, for a period of one year, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

## DISCUSSION

City Council approval is requested to authorize the City Manager to execute multiple contracts to furnish and deliver as-needed towing services. Based on expenditures for the past three years, the proposed contracts are estimated to total an aggregate of \$250,000 per year. The Towing Division operates 24 hours a day, seven days a week, responding to the Police Department and all other departments in the City.

The City enters into multiple contracts to ensure timely towing services at a reasonable cost. Contracts will be awarded to primary and secondary contractors. The Towing Division relies upon "back-up" contractors when Division personnel are responding to other calls. Response times to towing requests from Long Beach Police Department and other safety personnel could be extended to unacceptable levels if "back-up" contractors are not used for tow requests. Extended response times negatively affect police impound productivity. Additional contractors are also needed during special events and inclement weather to maintain required service during these peak periods.

The request for proposals was advertised on April 11, 2008, and 18 potential companies were notified of the opportunity; nine were Minority-owned Business Enterprises (MBEs), none were Women-owned Business Enterprises (WBEs), nine were Long Beach businesses, and none were certified Small Business Enterprises (SBEs). The proposal document was made available from the Purchasing Division, located on the Plaza Level of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). A proposal announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 30 local, minority and women's business groups.

The following towing contractors have been selected through the RFP process:

Light Duty Primary

- Expertow, Inc., of Stanton, CA
- Supreme Towing Service, Inc., dba City Tow Service, of Long Beach, CA

Light Duty Secondary

- A & E Towing, Inc., of Cypress, CA
- A & A Towing, Inc., of Long Beach, CA
- Rossmoor Towing of Los Alamitos, CA

Heavy Duty Primary

- Supreme Towing Service, Inc., dba City Tow Service, of Long Beach, CA

Heavy Duty Secondary

- AF Road Runner Towing, Inc., of Pico Rivera, CA

This matter was reviewed by Deputy Attorney Amy Burton on July 23, 2008 and Budget Management Officer Victoria Bell, on July 30, 2008.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP PW08-006 and authorize City Manager to execute contracts is requested on August 19, 2008 to ensure that new contracts are in place expeditiously to meet the needs of the Towing Division.

FISCAL IMPACT

The combined annual cost of these contracts is \$250,000. Funding is budgeted in the Towing Fund (EF 340) in the Department of Public Works (PW). The City will have the option of adding expenditures up to 10 percent (or \$25,000) above the contract amount.

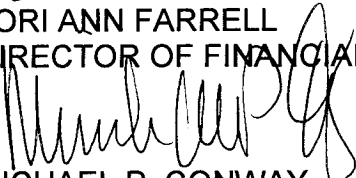
SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



LORI ANN FARRELL  
DIRECTOR OF FINANCIAL MANAGEMENT/CFO



MICHAEL P. CONWAY  
DIRECTOR OF PUBLIC WORKS

APPROVED:

  
PATRICK H. WEST  
CITY MANAGER