



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

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December 8, 2015

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. RFP FS13-023 and authorize the City Manager to execute any and all necessary documents to enter into contracts, and any necessary amendments thereto, with A & E Towing, Inc., of Cypress, CA, A & A Towing, Inc., and Supreme Towing Service, Inc., dba City Tow Service, both of Long Beach, CA, to perform as-needed vehicle towing services, in an aggregate amount not to exceed \$200,000 for a period of one year, with the option to renew for an additional one-year period, at the discretion of the City Manager. (Citywide)

## DISCUSSION

City Council approval is requested to enter into contracts with multiple towing companies to provide as-needed towing services to supplement the regular operations of the Fleet Services Bureau, Towing and Lien Sale Division.

A formal procurement process was completed in May 2013 to identify qualified firms to provide as-needed towing services for the City. Purchase orders were issued in July 2013 pursuant to the City Purchasing guidelines, in an annual aggregate amount not to exceed \$100,000 per year for a two-year period, with the option to renew for two additional one-year periods, at the discretion of the City Manager to the following firms:

- A & E Towing, Inc., of Cypress, CA
- A & A Towing, Inc., of Long Beach, CA
- Supreme Towing Service, Inc., of Long Beach, CA

Fleet is currently using the above vendors, as needed, to ensure adequate support for traffic and law enforcement personnel towing requests. Contracted towing is only for needs based on unpredictable problems or special needs that sometimes occur. Due to the age of Fleet equipment that is currently scheduled for replacement, there is a temporary increased need for City vehicle heavy equipment towing.

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This matter was reviewed by Deputy City Attorney Monica J. Kalaita on November 17, 2015 and by Assistant Finance Director Lea Eriksen on November 19, 2015.

TIMING CONSIDERATIONS

City Council action on this matter is requested on December 8, 2015, to ensure that the Towing and Lien Sale Division continues to receive towing services in a timely manner.

FISCAL IMPACT

The annual aggregate contract amount will not exceed \$200,000, and is budgeted in the Fleet Services Fund (IS 386) in the Financial Management Department (FM). A portion of the expense will be recovered through charges to other departments when towing service is needed for City vehicles. The remaining costs are recovered when the vehicle owner pays to reclaim their towed vehicles, or when unclaimed vehicles are auctioned during a lien sale. Award of these contracts will provide continued support to our local economy by assisting in the preservation of employment for 16 full-time employees residing in Long Beach.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,



**JOHN GROSS**  
**DIRECTOR OF FINANCIAL MANAGEMENT**

JG:DB:dh  
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**APPROVED:**



**PATRICK H. WEST**  
**CITY MANAGER**