

Staff Report



Annual Requirements Contract for Towing Services – City Owned Vehicles, Project 22-0045

City Council Meeting Date: 03-29-2022 | Action Being Considered: Minute Order

RECOMMENDATION

Authorize the City Manager or his designee to execute an annual requirements contract for towing services of city owned vehicles with JDB Towing, LLC, dba Beard's Towing, of Kennedale, Texas, in the estimated amount of \$86,438. JDB Towing, LLC, dba Beard's Towing is not an MWBE firm.

PRIOR BOARD OR COUNCIL ACTION

None.

ANALYSIS

A Request for Proposal (RFP) was issued to solicit responses from various firms with experience in providing towing services for city owned vehicles. The contract is for local towing and wrecker services for city-owned light and heavy vehicles, as well as heavy equipment recovery and transport.

The following vendors submitted proposals and were reviewed based on criteria relative to operational planning, cost of service, and company experience.

VENDOR	MWBE	Pricing	Operational Plan	Experience of Vendor	Total
JDB Towing, LLC, dba Beard's Towing	N	18	28	42	88
Kelly McKnight Wrecker Services	N	15	31	41	87

The two vendors were invited to interview with the evaluation committee to elaborate on their firm's experience in providing the requested towing services. Upon completion of the interviews, it was determined that the proposal submitted by JDB Towing, LLC dba Beard's Towing, was the most advantageous, and offers the best overall value to the city based on the relative importance of price and other criteria established in the RFP.

Name of Prime Vendor	JDB Towing, LLC, dba Beard's Towing
Total Contract Value	\$86,438
Prime Vendor's MWBE Status	None
Dollar Amount of Prime Vendor's Self-Performance	\$85,438
Percentage Amount of Prime Vendor's Self-Performance	98.44%
Name of Subcontractor (1)	Ace Tire Service, Inc.
Subcontractor's MWBE Status	WO
Dollar Amount Subcontract	\$1,000
Percentage Amount of Subcontract	1.56%
Total MWBE Participation	\$1,000 (1.56%)

RFP closed:	December 30, 2021 at 2:00 p.m.
Vendors notified through IonWave:	138
MWBE Vendors notified through IonWave:	30
Vendors who viewed proposal:	8
MWBE Vendors who viewed proposal:	2
Proposals received:	2
MWBE proposals received:	0
Original contract term:	One-year/two, one-year renewal options
Current term:	April 1, 2022 – March 31, 2023
Procurement Method:	Request for Proposal

FINANCIAL IMPACT

The projected yearly estimated financial impact is as follows:

<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
\$14,407	\$72,031	\$0

Funds are budgeted in various department accounts and subject to FY 2023 budget approval.

ADDITIONAL INFORMATION

Attached:	None
Under separate cover:	None
Available in the Purchasing Division:	RFP File
Form 1295:	Requested
MWBE:	No

STAFF CONTACT(S)

Nora Coronado, Director	Blake Williams, NIGP-CPP	Kathleen Depweg, Interim
Asset Management	Sr. Purchasing Agent	Director of Finance
817-459-6564	817-459-6304	817-459-6202
Nora.Coronado@arlingtontx.gov	Blake.Williams@arlingtontx.gov	Kathleen.Depweg@arlingtontx.gov