



# City of San Antonio

## Agenda Memorandum

**File Number:**19-8585

---

**Agenda Item Number:** 32.

**Agenda Date:** 12/12/2019

**In Control:** City Council A Session

---

**DEPARTMENT:** Development Services Department

**DEPARTMENT HEAD:** Michael Shannon, PE, CBO

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:** Removal and Disposition of Junked Vehicles

### SUMMARY:

An Ordinance awarding a contract with Pick N Pull, Inc. for Removal and Disposition of Junked Vehicles for the Development Services Department for a two (2) year term, with the option to extend the contract for three (3) additional one (1) year periods.

### BACKGROUND INFORMATION:

The current contract for removal and disposition of junk vehicles will expire in January 2020. The Development Services Department (DSD) sought proposals from qualified Respondents interested in removing and disposing of junked vehicles and compensating the City for each vehicle removed. DSD has been authorized to identify and initiate action to remove junked vehicles determined to be a public nuisance from private or public property. Once removed, junked vehicles may not be reconstructed or made operable. Any inoperable motor vehicle without a current safety inspection sticker or current license plate can be considered a junked motor vehicle.

Submitted for Council consideration and action are the proposals submitted by Pick N Pull, Inc. to provide Removal and Disposition of Junked Vehicles Services for the Development Services Department as required. Contractor shall provide all labor, equipment, materials, and other resources required to perform all tasks related to removing and disposing of light, medium and heavy junked vehicles as identified by the City of San Antonio. Contractor shall compensate the City per each vehicle removed. Should a junked vehicle or vehicles be inaccessible through the use of standard equipment and towing vehicles in Contractor's inventory, the City and Contractor shall determine the best means for the removal of said vehicle(s), and the vehicle shall be removed only with advance written approval by the City.

A Request for Proposal (RFP 19-094) was issued on September 18, 2019, to select a qualified firm to remove and dispose of junked vehicles and compensating the City for each vehicle removed. The RFP was advertised in the San Antonio Express-News; TVSA channel, SA Legal News, dba The Hartbeat, and an email notification was released to a list of potential Respondents identified by the Development Services Department. Additionally, the RFP was posted to the City's Bidding and Contracting Opportunities website. Responses were due on October 18, 2019, and a total of one (1) firm responded to the RFP and was deemed eligible for review.

The proposal was reviewed by the selection committee on November 15, 2019, which included representatives from the Development Services Department. The evaluation committee, by a consensus vote, recommended Pick n Pull, Inc. for award. The evaluation committee based its decision on several weighted factors, including Experience, Background and Qualifications; Proposed Plan and Price.

#### **ISSUE:**

The current contract for removal and disposition of junk vehicles will expire in January 2020. The Development Services Department (DSD) sought proposals from qualified Respondents interested in removing and disposing of junked vehicles and compensating the City for each vehicle removed.

This contract will provide the Development Services Department with one contractor to provide Removal and Disposition of Junked Vehicles to properties identified with inoperable vehicles. The Development Services Department follows a process to identify inoperable vehicles requiring notification and due process according to federal, state and local code. If a vehicle owner fails to abide by the City's notification, the Development Services Department and the contractor, following due process and at the owner's expense, will tow the vehicle may salvage and/or recycle any material from vehicles but vehicles may not be reconstructed or made operable; therefore, vehicles must be immediately taken directly to a licensed salvaged or scrap yard, or a licensed motor vehicle demolisher

#### **ALTERNATIVES:**

Should this contract not be approved, Development Services Department would be required to process individual procurements to provide removal and disposition of junked vehicles. Processing individual procurements would increase the cost of services due to the non-contract pricing and will negatively affect the timelines of response to requests for services.

#### **FISCAL IMPACT:**

This ordinance authorizes a contract with Pick N Pull, Inc. to provide Removal and Disposition of Junked Vehicles Services for a two (2) year term with the option to extend the contract for three (3) additional one (1) year periods. The revenue generated will be deposited into the General Fund.

In consideration related to this contract the city will receive:

<b>Vehicle Type</b>	<b>Payment to City</b>
Light- Duty	\$41.00
Moderate/Medium- Duty	\$80.00
Heavy- Duty	\$162.00

The Development Services Department anticipates a total of 90 light- duty vehicles to be removed or disposed of for FY 2020.

**RECOMMENDATION:**

Staff recommends the approval of this contract with Pick N Pull, Inc. to provide Removal and Disposition of Junked Vehicles Services for vehicles that are determined to be junk vehicles for a 2 year term and three 1 year renewal options. These contracts are procured by means of Request for Proposal and a Contracts Disclosure Form is attached.