



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 2.

Agenda Date: 5/20/2015

In Control: City Council B Session

DEPARTMENT: Police

DEPARTMENT HEAD: Anthony L. Trevino, Interim Chief of Police

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

A staff briefing on the process and recommendation for selection of a contract to provide Management of Towing Services for the City of San Antonio Police Department

SUMMARY:

This item provides a staff briefing on the process and recommendation for selection of a contract to provide Management of Towing Services for the City of San Antonio Police Department.

BACKGROUND INFORMATION:

Public safety towing for the City is currently handled by three primary and two back-up wrecker service contractors operating in six zones that coincide with the six Police Substation Service Areas. The agreement requires the contractors to remove from public streets, ways or other public property in the city of San Antonio, vehicles which have been abandoned, have been involved in collisions, have been parked in violation of the law, and have to be checked for evidence, and/or belong to prisoners. Contracted tow companies must respond to a request for wrecker service within 30 minutes of being dispatched by the City.

On January 18, 2015 the Police Department solicited proposals to manage towing services for the City. In these services, the City will require a towing management system capable of performing dispatching, recording, oversight, auditing and report generation regarding Police initiated towing services performed by City qualified, and experienced state licensed towing companies. The selected contractor will be responsible for subcontracting with qualified, licensed tow companies to provide this service. Additionally, the contractor will oversee and manage the assignment of Police directed tows and the performance of the services provided. This

will provide for a quicker response time of twenty (20) minutes on major highways and twenty-five (25) minutes on City surface streets for wrecker requests. This will result in returning officers to service quicker and reduce the time citizens are delayed by the accident induced traffic congestion. In addition, this model will open opportunities for local small businesses to participate in providing these services to the City and gain the experience and training not currently available under the present agreements. Proposals were due on March 6, 2015 and four (4) proposals were received.

The evaluation of each proposal was based on a total of 100 points: 30 points allotted for experience, background, and qualifications; 30 points allotted for the proposed plan; 20 points allotted for respondent's price schedule; 5 points allotted for Small Business Economic Development Advocacy (SBEDA) Protégé Mentorship Initiative Program, 10 points allot for Local Preference Program, and 5 points allotted for Veteran-Owned Small Business Preference Program. In addition, subcontracting goals were established at 40% for small businesses and 35% for minority/woman owned-businesses.

A ten (10) person Evaluation Committee consisting of personnel from the City Manager's Office; Fire Department; Police Department; Finance Department; Information Technology Department; Center City Development Department and the Texas Department of Transportation were tasked with evaluating the proposals. The Committee's first evaluation meeting took place on April 7, 2015 and at the end of the discussions and evaluation scoring, the Committee requested that all four (4) companies be present for an interview on April 14, 2015. At the conclusion of the interviews, final scores were tabulated, and on the bases of the results, the committee recommended awarding the contract to United Road Towing, Inc d.b.a. Vehicle Management Solutions. The term of the agreement shall be for a period of four (4) years with a two (2) year renewal option.

ISSUE:

The City's current towing contracts terminate on November 30, 2015 and upon such termination the City will lack sufficient towing services providers.

ALTERNATIVES:

Alternatives to approving the Agreement, as presented, include approving the agreement with amendments, postponing or denying approval, or directing City staff to reissue the RFP with the same or amended terms and conditions. All of these alternatives will delay the execution of a contract and could impact the Department's ability to provide ensure roadways are cleared in a safe and efficient manner once the current contracts expire on November 30, 2015.

FISCAL IMPACT:

This is a staff briefing intended for informational purposes and does not require fiscal impact information.

RECOMMENDATION:

This is a staff briefing intended for informational purposes and does not require a recommendation.