


AGENDA ITEM REPORT
DATE: April 6, 2021

DEPARTMENT: Procurement Management

REQUESTER: Mary Tucker

TITLE: Award Contract for Towing Services - Countywide

I. MOTION REQUESTED

A) Award Invitation to Bid No. B200418AEJ, Towing Services to the following vendors as either a primary or secondary vendor for towing and tire repair services on an as-needed basis, A Budget Towing, LLC and Alligator Towing & Transport, LLC, for an initial term of three years, as approved in the departments' annual adopted budgets.

B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

C) Grant the County Manager or designee the authority to renew the contracts, for up to three additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewals.

II. ITEM SUMMARY

Awards competitively solicited contracts to lowest responsive and responsible bidders, A Budget Towing, LLC as primary, and Alligator Towing & Transport, LLC, as secondary vendor for towing and tire repair services, on an as-needed basis, for an initial term of three years, as approved in the departments' annual adopted budgets. Towing services are typically required for an array of vehicles, trucks, buses, and equipment, as needed by Fleet Management, Solid Waste, LeeTran, Code Enforcement and other County departments. Expenditures for these services totaled approximately \$70,804.40 during Fiscal Year 2019-2020.

III. BACKGROUND AND IMPLICATIONS OF ACTION
A) Board Action and Other History

Procurement Management obtained bids on behalf of the Board of County Commissioners for the project known as Invitation to Bid No. B200418AEJ Towing Services to fulfill the County's needs for towing and tire repair services. On the bid submission deadline of January 15, 2021, Procurement Management received two submittals. After conducting an analysis of the bid submissions, staff recommends award be made to the lowest responsive and responsible bidder in each category as follows:

Category	Prime	Secondary
1 – Hook up/Tow charge, Service Call Jump, Unusual Recoveries, and Change Flat Tire w/Spare for Cars and Light Trucks	A Budget Towing, LLC	Alligator Towing & Transport, LLC
2 – Hook up/Tow charge, Service Call Jump, Pull Driveshaft, Unusual Recoveries, and Change Flat Tire w/Spare for Medium Duty Trucks	A Budget Towing, LLC	Alligator Towing & Transport, LLC
3 – Hook up/Tow, Service Call Jump, Pull driveshaft, Unusual recoveries, and Change Flat Tire w/Spare, for Heavy Duty Trucks, Buses, Trailers, Heavy Equipment	A Budget Towing, LLC	Alligator Towing & Transport, LLC
4 – Moving of Heavy Equipment	A Budget Towing, LLC	Alligator Towing & Transport, LLC
5 – Code Enforcement Tow and Storage Fee	A Budget Towing, LLC	N/A

B) Policy Issues
C) BoCC Goals
D) Analysis
E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See Comments.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	
D)	Is this Discretionary or Mandatory?	
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be on an as needed basis, as approved in the departments' annual adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION**VII. FOLLOW UP****ATTACHMENTS:**

Description	Upload Date	Type
A Budget Towing Contract	3/25/2021	Contract
Alligator Towing & Transport LLC Contract	3/25/2021	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Rejected	3/25/2021 - 7:48 AM
Procurement Management	Ryan, Sandra	Approved	3/25/2021 - 7:54 AM
Procurement Management	Tucker, Mary	Approved	3/25/2021 - 9:11 AM
Budget Services	Henkel, Anne	Approved	3/25/2021 - 9:24 AM
Budget Services	Winton, Peter	Approved	3/25/2021 - 4:01 PM
County Attorney	Swindle, Amanda	Approved	3/26/2021 - 9:05 AM
County Manager	Winton, Peter	Approved	3/26/2021 - 1:17 PM