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DEPARTMENT OF
FINANCE

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

June 11, 1996

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City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1708, ROAD SERVICES AND TOWING, IN A TOTAL AMOUNT OF \$130,000.00

LOCATION AND COUNCIL DISTRICT: City-wide, all districts

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt specifications and accept the lowest responsible bid for the contract resulting from Bid No. 1708 for Road Services and Towing. Award is recommended to the following contractor: Terry Arnold's Towing, 1429 Auburn Blvd., Sacramento, CA 95815, in a total amount not to exceed \$130,000.00 per contract year.

CONTACT PERSONS: Steve Alstrom, Buyer II, 433-6343
Robert E. Summersett, Fleet Management Superintendent, 433-6309

FOR COUNCIL MEETING OF: June 11, 1996

SUMMARY:

Attached is a tabulation of sealed proposals for furnishing services in accordance with the specifications used in the bidding process, and recommendation of award for Bid No. 1708 for Road Services and Towing to be used by the Fleet and Facility Management Division of the Public Works Department.

BACKGROUND:

This contract will be used by the Fleet and Facility Management Division of the Public Works Department. It is for road services and towing as required during the contract period for various passenger cars, light trucks, dump trucks, fire apparatus, refuse trucks and other equipment owned and/or operated by the City of Sacramento.



Staff recommends that a contract be awarded to Terry Arnold's Towing, 1429 Auburn Blvd., Sacramento, CA, 95815, in a total amount not to exceed \$130,000.00 per year. Theirs was the lowest bid received, in the total amount of \$56,420.00. Because the bid total represents items selected for bid evaluation purposes only, staff recommends that the City Council authorize a contract in a total amount not to exceed \$130,000.00 per year, which more closely reflects the actual amount anticipated to be expended each year of this potential three-year contract.

FINANCIAL CONSIDERATION:

Sufficient funds have been budgeted for these services for FY96/97 by the Fleet and Facility Management Division.

ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

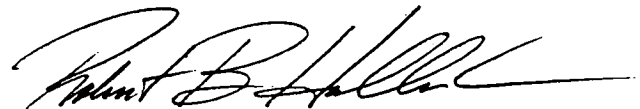
POLICY CONSIDERATIONS:

This recommendation is consistent with the requirements for competitive bidding as detailed in Title 57 of the Sacramento City Code.

MBE/WBE EFFORTS:

Requests for bid (RFB) were sent to twelve contractors, two of which are Minority or Woman-Owned Business Enterprises. Of the two responses received, neither was from a M/WBE firm.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



WILLIAM H. EDGAR
City Manager

**BID TABULATION SHEET FOR
BID NO. 1708 - ROAD SERVICES AND TOWING**

<u>Bidder</u>	<u>Total, Vehicles Under 11,000 lbs.</u>	<u>Total, Vehicles Over 11,000 lbs.</u>	<u>Total Bid</u>	<u>M/WBE Preference</u>	<u>Prompt Payment Discount</u>
Terry Arnold's Towing	\$50,920.00 ⁽¹⁾	\$5,500.00	<u>\$56,420.00</u>	None	6% - 30 days
Auto Service Center	\$70,805.00	\$7,000.00	\$77,805.00	None	5% - 20 days

⁽¹⁾ Bid total corrected for \$60.00 addition error

Total Award of Contract To: Terry Arnold's Towing
 1429 Auburn Blvd.
 Sacramento, CA 95815

Total Amount of Contract: \$130,000.00⁽²⁾

Using Department: Fleet Management Div.
 of Public Works Dept.

Original Estimated Cost: \$130,000.00

Due Date: May 22, 1996

Total Bid Amount: \$56,420.00

⁽²⁾ The lowest responsible bid amount of \$56,420.00 represents the total for those items selected for evaluation purposes only. Authorization is being requested to enter into a contract in an amount not to exceed \$130,000.00 per year, which more closely reflects the actual amount to be expended each year of this potential 3 year contract.

<u>Total No. of Bids Solicited</u>	<u>No. of M/WBE Bids Solicited</u>	<u>No. of M/WBE Responses</u>	<u>Award to M/WBE Vendor?</u>
12	2	0	No