



City of Coral Gables
CITY COMMISSION MEETING
August 28, 2018

ITEM TITLE:

A Resolution accepting the recommendation of the Procurement Officer to extend the Towing Services contract with Downtown Towing Company, pursuant to Section 2-764 of the Procurement Code entitled “approval of change orders and contract modifications”, on a month-to-month basis to provide time for the Request for Qualifications (RFQ) process to be completed and a new contract is executed.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

On July 10, 2018 a contract extension was granted to extend the Towing services contract on a month to month basis , not to exceed three (3) months to provide time to complete the Request for Qualifications (RFQ) process. At this time we are asking for additional time to award the new contract and authorization to extend the contract, on a month to month basis until such time.

On July 23, 2013, the City Commission approved a contract for Towing Services as the result of a Request for Proposals (RFP) process.

The purpose of the contract is to provide City-wide Towing services within the City limits. The current contract extension with Downtown Towing Company expires on September 30, 2018.

On, April 19, 2018, the Procurement Division formally advertised and published RFQ 2018-008 entitled Towing Services. On May 21, 2018, four (4) proposals were received and submitted to the Evaluation Committee for review. On June 28, 2018 the Evaluation Committee met to evaluate and rank the proposals based on the criteria outlined in the RFQ. The Second Phase of the evaluation required the Technical Committee to conduct a site visit at the facility of the top-ranked firm recommended for contract award.

In order to allow time for this RFQ process to be completed, and a new contract to be executed, it is recommended that the Towing Services contract be extended on a month-to-month basis, until a contract recommendation can be made.

Under Section 2-764 of the Procurement Code entitled “Approval of Change Orders and Contract Modifications,” the current contract with Downtown Towing Company may be extended by the City Commission.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1	\$ TBD	N/A	REVENUE GENERATING
Total:			

ATTACHMENT(S):

1. Draft Resolution