



**City of Coral Gables
CITY COMMISSION MEETING
November 8, 2011**

ITEM TITLE:

Resolution extending the towing services contract with Downtown Towing Company, pursuant to Section 2-829 of the Procurement Code entitled "Approval of Change Orders and Contract Modifications" on a month to month basis from December 1, 2011 for a period not to exceed three (3) months to provide additional time for a new towing contract to be executed.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

On July 15, 2008, the City Commission approved a two (2) year contract for towing services with Downtown Towing Company, which expired on December 1, 2010. This contract provides for on-call twenty-four (24) hours, seven (7) days per week vehicle towing and storage services. This contract was extended until June 1, 2011 to solicit proposals for a new contract.

On March 23, 2011, the Procurement Division of Finance formally advertised the Towing Services Request for Proposals (RFP) 2011.03.23. On April 21, 2011, four (4) proposals were submitted in response to the RFP by Downtown Towing, Southland Towing, Sunshine Towing and Freeway Towing. After presentations by the proposers, the Evaluation Committee completed their evaluation according to the established criteria, and as a result determined that Sunshine Towing, Inc., was the most responsive and responsible proposer.

On May 20, 2011, prior to a recommendation being made on this item for the May 24, 2011 Commission Meeting, an untimely "Notice of Intent to Protest" was filed by another Towing Services RFP proposer and current City towing contract holder (Downtown Towing). Although the "Notice of Intent to Protest" was not filed in accordance with Section 2-950 of the Procurement Code entitled "Resolution of Protested Solicitations and Awards-Formal", Procurement decided to review the issues raised by the proposer. The existing contract was extended an additional four (4) months to review these issues, resolve any potential protest, and to execute a new contract until October 1, 2011. To provide additional time for Procurement to complete its review, it was again extended until November 30, 2011.

However, on October 19, 2011, Procurement received additional information and documentation about Sunshine Towing, Inc., from Downtown Towing that should be examined prior to a recommendation being made on the Towing Services Contract award. It is recommended that the current contract again be extended on a month to month basis from December 1, 2011, for a period not to exceed three (3) months. Under Section 2-829 of the Procurement Code entitled "Approval of Change Orders and Contract Modifications," the current contract with Downtown Towing may be extended by the City Commission.

APPROVED BY:

Department Director	City Attorney (If Applicable)	City Manager
 MPP		

ATTACHMENT(S):

1. Resolution