

# PROCUREMENT OF TOWING AND ROADSIDE ASSISTANCE – COUNTY-OWNED VEHICLES / COUNTY PAID SERVICES

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FEBRUARY 9, 2021



## INVITATION FOR BIDS – TOWING OF COUNTY VEHICLES AND ROADSIDE ASSISTANCE - BACKGROUND

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- The County does not currently have a contract in place with a towing company for the towing of, or for providing roadside assistance to, **County-owned vehicles and county-paid towing services (seizures and vehicles towed to impound lot as part of an investigation)**
- We currently use a rotation of tow providers and receive **widely varying prices** for the same or similar services (among different tow companies and from the same tow company)

# INVITATION FOR BIDS – TOWING OF COUNTY VEHICLES AND ROADSIDE ASSISTANCE - BACKGROUND

- During FY2020, we paid variable pricing for same/similar services

REGULAR TOW COMPARISON									
Company	Low/High	Tow Charge	Cleanup	Emergency Tow	Mileage	Admin	Total	NOTES	
Company A	Low	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ 150.00		
Company A	High	\$ 350.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 450.00	Cleanup Charged on accident vehicle	
Company B	Low	\$ 125.00			\$ 50.00		\$ 175.00	Mileage charged on most	
Company B	High	\$ 250.00	\$ 100.00	\$ 350.00			\$ 700.00	Fatality Vehicle	
Company C	Low	\$ 200.00					\$ 200.00	Admin Fee charged on multiple	
Company C	High	\$ 200.00	\$ 200.00			\$ 125.00	\$ 525.00	Fatality Vehicle	
Company D	Low	\$ 275.00	\$ -	\$ -	\$ -	\$ -	\$ 275.00		
Company D	High	\$ 375.00	\$ -	\$ -	\$ -	\$ -	\$ 375.00		

# STAFF REQUEST

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- Fleet Garage, Procurement and Public Safety personnel would like to issue an Invitation for Bids (IFB) to contract with towing companies for towing and roadside assistance for:
  - **County-owned vehicles**
  - **County-paid towing services**
    - seized vehicles
    - vehicles towed to impound lot as part of an investigation
- To secure **fair, consistent pricing**
  - Best use of taxpayer dollars



## IFB – WHAT WILL BE INCLUDED / SCOPE

- Towing - County-Owned Vehicles & County-Paid Towing Services:
  - Light Vehicles (less than 1-ton) [sedans, station wagons, sport utility, cargo vans, passenger vans, pick-up trucks, police sedans and utility vehicles, utility service trucks and other light vehicles]
  - Medium-Heavy Vehicles (1-ton and greater) [Pick-up trucks (some with crew cab), dry freight trucks, flat bed dump trucks, tandem axle dump trucks, utility service trucks and refuse packers]
  - Specialty Vehicles – [Heavy police vehicles, cab-over-chassis mobility vans, fire apparatus (engines, ladder trucks) and ambulances]
- Services – Specifics defined for:
  - Roadside Assistance services
  - Unusual Recoveries
  - Drive/axle Shafts
  - Refuse Packers, Large Vehicles, and Fire Apparatus
  - Flat Tires



## IFB – VENDOR RESPONSIBILITIES

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- Environmental cleanup, debris collection / disposal, scene restoration
- Responsible for all vehicles placed in his care from moment of contact
- Consultation with county staff to minimize damage
- Arrival to site within 30 minutes of call (7AM – 7PM M-F); within 45 minutes otherwise
- Arrival to site with proper apparatus and equipment
- 24 / 7 / 365 availability

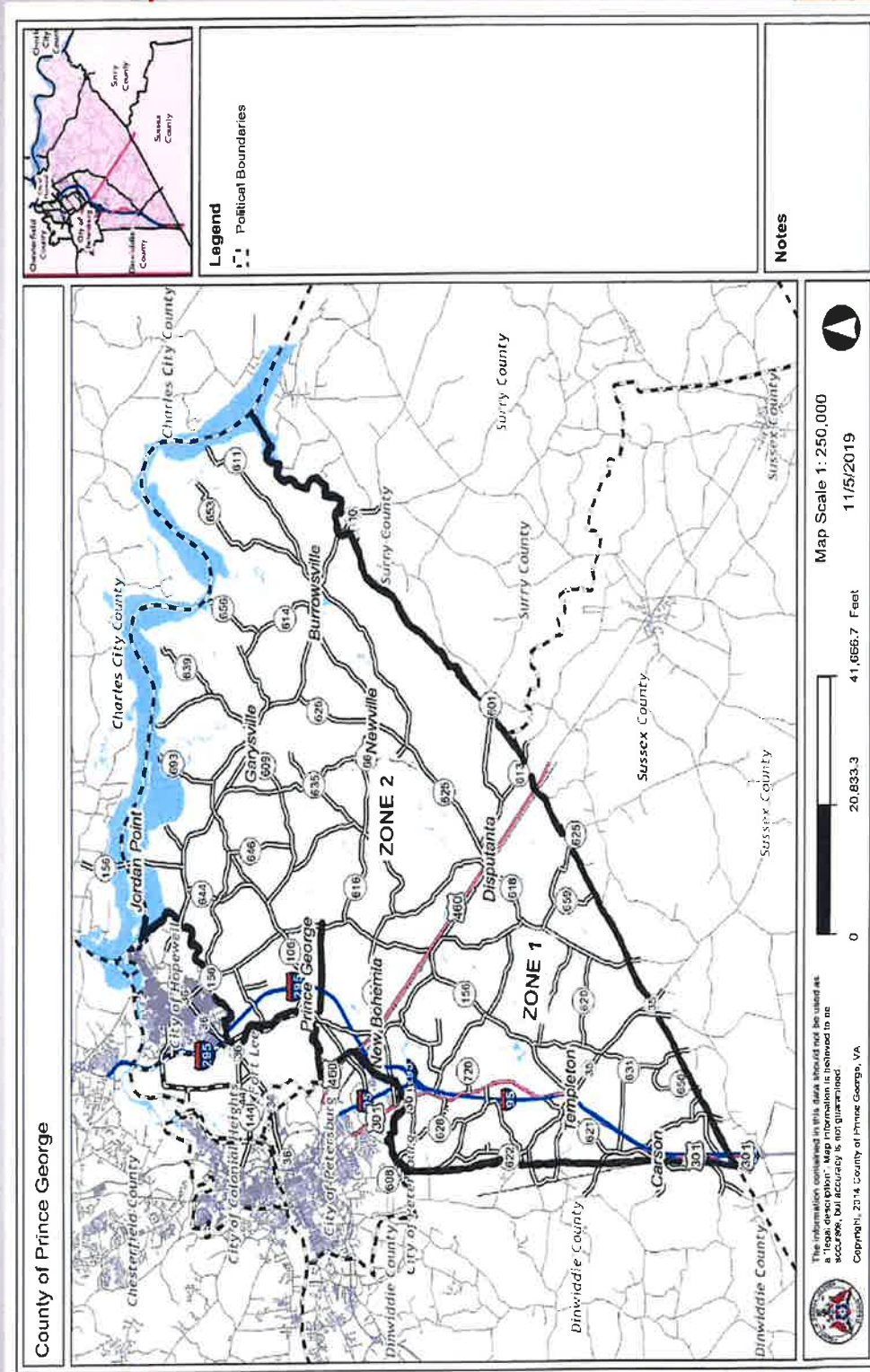


## IFB – VENDOR QUALIFICATIONS

- Current Business License & registration with State Corporation Commission (SCC)
- Registered with DCJS and hold CDL
- Hold Certificate of Insurance, naming Prince George County as the insured (appropriate liability limits and “Garagekeepers” Liability)
- Provide qualified, experienced and property trained staff and operators
- Provide needed tools, equipment, machinery and ancillary equipment to perform required services
- No delegation to subcontractors
- In business at least 5 consecutive years
- Tow yard must be located within 5 miles of each zone boundary (as determined by mapquest)



# IFB – THE ZONES





## IFB – PRICING



- Price of tow based on vehicle class; with mileage provision from county border to destination (as verified by mapquest)
- No travel time or additional charges
- Company must provide detailed delivery ticket with vehicle information and specifics of services provided with pricing
- Will award at least one contract per Zone; can award a primary and secondary contract in each Zone

# IFB – BID SUBMISSION – PRICE CATEGORIES BASED ON “HYPOTHETICAL QUANTITIES” FOR EACH LEVEL OF SERVICE

## 4.3 BID EVALUATION

Bids will be evaluated on the following hypothetical quantities per zone.

Item	Description of Services	Quantity
<b>Light Vehicles (1-ton and less)</b>		
1.	Towing by front end	20 each
2.	Towing by rear end	20 each
3.	Roll back towing	15 each
4.	Winching and unusual recoveries	5 hours
<b>Medium-Heavy Vehicles (greater than 1-ton up to 15,000 lbs. GVWR)</b>		
5.	Towing	20 each
6.	Winching and unusual recoveries	2 hours
<b>Specialty Vehicles (greater than 15,000 lbs. GVWR)</b>		
7.	Towing	20 each
8.	Winching and unusual recoveries	2 hours



**IFB – BID SUBMISSION – PRICE CATEGORIES BASED ON  
“HYPOTHETICAL QUANTITIES” FOR EACH LEVEL OF SERVICE**

<b>All Other Fleet Vehicles</b>		
15.	Jump start	10 each
16.	Changing flat tire with spare	10 each
17.	Removal of Drive Shaft <i>(Drive Shaft must be reinstalled once vehicle is delivered to Fleet Garage)</i>	25 each
18.	Removal of Axle Shaft <i>(Axle Shaft must be reinstalled once vehicle is delivered to Fleet Garage)</i>	15 each
19.	Towing with Large Under Lift	5 each
20.	Towing with Large Roll Lift	5 each
21.	Unlock Vehicle	10 each
22.	Mileage charge for services required outside the boundaries of Prince George County	25 miles

## IFB – WHAT IS NOT INCLUDED

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- Inoperable Vehicle Towing – contract currently in place
- Current rotation of local towing companies for towing services to citizens involved in traffic stops and accidents [service billed to citizen]



## INVITATION FOR BID – WHAT’S NEXT

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- With Board’s direction, we would like to issue IFB in February 2021, with bids due and award in March 2021



QUESTIONS?

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