

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

FEBRUARY 23, 2021



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

- 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

- 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



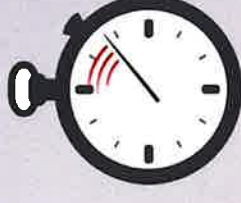
IFB – WHAT WILL BE INCLUDED / SCOPE

- 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

- 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

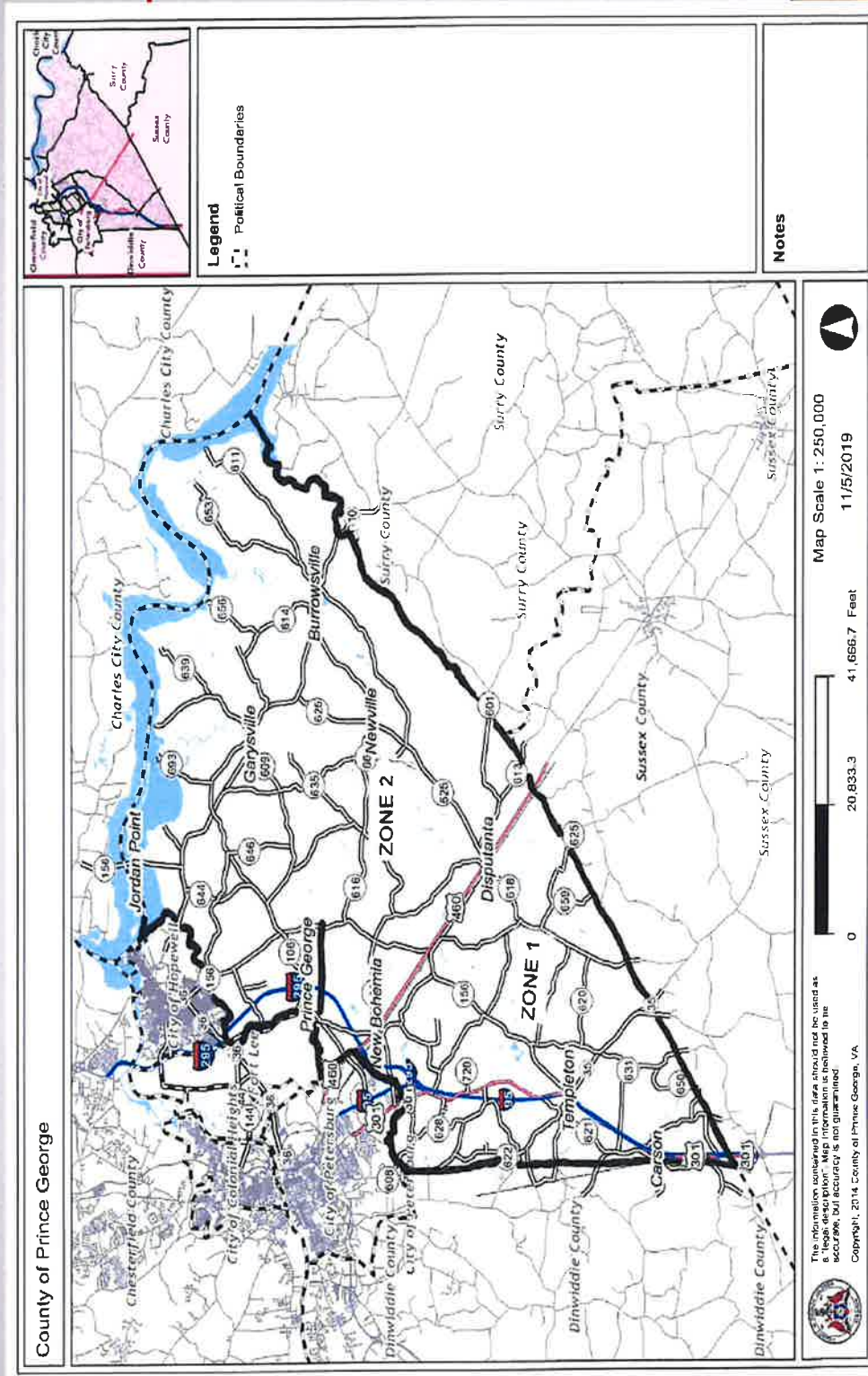


IFB – VENDOR QUALIFICATIONS

- 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
Light Vehicles (1-ton and less)		
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
Medium-Heavy Vehicles (greater than 1-ton up to 15,000 lbs. GVWR)		
5.	Towing	20 each
6.	Winching and unusual recoveries	2 hours
Specialty Vehicles (greater than 15,000 lbs. GVWR)		
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**

All Other Fleet Vehicles		
9.	Jump start	10 each
10.	Changing flat tire with spare	10 each
11.	Removal of Drive Shaft <i>(Drive Shaft must be reinstalled once vehicle is delivered to Fleet Garage)</i>	25 each
12.	Removal of Axle Shaft <i>(Axle Shaft must be reinstalled once vehicle is delivered to Fleet Garage)</i>	15 each
13.	Towing with Large Under Lift	5 each
14.	Towing with Large Roll Lift	5 each
15.	Unlock Vehicle	10 each
16.	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

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



QUESTIONS?
