CITY of NOVI CITY COUNCIL



Agenda Item E June 9, 2008

SUBJECT: Approval to award bid for towing contract to Keford's Novi Towing and Hadley's Towing for one year with option of two, one year renewals based on acceptance of City terms and conditions to function on a rotating basis with an effective date of June 10, 2008.

SUBMITTING DEPARTMENT: Police

BACKGROUND INFORMATION:

This contract is provided as a service to the community when the need for wrecker service is required. There is no expenditure required by the City.

On April 22, 2008 Purchasing Manager Sue Morianti issued a request for bids for towing services associated with the police department. The services include vehicles towed as a result of arrests, traffic accidents and evidentiary purposes. The proposed towing contract is for one year with the option of two, one-year renewals. All bids were due to be received by May 6, 2008 at 3:00P.M.

Four prospective contractors submitted bids by the deadline. They were: Keford Towing, Hadley's Towing, Ross Towing and Boulevard & Trumbull Towing. All bids were evaluated using the required pricing as stated in the bid packet. Ross Towing and Boulevard & Trumbull included pricing exceptions. These exceptions are noted on the attached bid tabulation. Keford Towing and Hadley's Towing accepted all pricing and conditions as proposed by the city.

Keford Towing has been providing towing services to the police department since 1992. They continue to perform at acceptable levels and they provide reliable service. Hadley's Towing has provided services to the Farmington City Department of Public Safety. I spoke with Deputy Director Schultz regarding his department's experience with Hadley's Towing. They have provided police towing services to his department for at least the past 15 years. Hadley's Towing has provided professional, timely and reliable service according to Schultz.

Due to the above listed reasons, I recommend the towing contracts be awarded to Keford Towing and Hadley's Towing. Both companies accepted all terms, conditions and pricing as dictated by the City of Novi. If accepted, Keford and Hadley's will be placed on a rotating call system when the need for a wrecker service arises.

RECOMMENDED ACTION: Approval to award bid for towing contract to Keford's Novi Towing and Hadley's Towing for one year with option of two, one year renewals based on acceptance of City terms and conditions to function on a rotating basis with an effective date of June 10, 2008.

	1	2	Y]	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				_
Council Member Mutch				
Council Member Staudt				

MEMORANDUM



TO:CLAY J PEARSON, CITY MANAGERFROM:DAVID E. MOLLOY, CHIEF OF POLICEINITIATED BY:VICTOR LAURIA, LIEUTENANTSUBJECT:AWARD OF TOWING CONTRACTDATE:MAY 28, 2008

On April 22, 2008 Purchasing Manager Sue Morianti issued a request for bids for towing services associated with the police department. The services include vehicles towed as a result of arrests, traffic accidents and evidentiary purposes. The proposed towing contract is for one year with the option of two, one year renewals. All bids were due to be received by May 6, 2008 at 3:00P.M.

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Due to the above listed reasons, I recommend the towing contracts be awarded to Keford Towing and Hadley's Towing. Both companies accepted all terms, conditions and pricing as dictated by the City of Novi. If accepted, Keford and Hadley's will be placed on a rotating call system when the need for a wrecker service arises.

CITY OF NOVI TOWING CONTRACT BID TABULATION May 6, 2008

Required Contract Required Price Rest Towing Ross Towing ⁺ Boulevard & Trumbull Towing * Price Price Forming of Vehicles 5,000 GVW and less 50 50 50 60 (for Nov residents) 1. Towing of Vehicles 5,000 GVW and less 50 50 50 60 (for Nov residents) 2. Towing of Vehicles 5,000 GVW to 10,000 70 (for non-Novi residents) 70 (for non-Novi residents) 3. Towing of Vehicles 5,000 GVW and up 75 75 75 75 3. Towing of Vehicles 10,000 GWW and up 75 75 75 75 24 Ins of Impoundment: - - - 24 Ins of Impoundment: - - - 0. Unside storage 15 15 15 15 5. Extra Charge for Dollies 20 20 20 25 20 6. Extra Charge for Mining (off roadway) 75 75 65 110 65 6. Lockouts 46 45 45 55 55 55 10. Tine Chanage 45 45 45			<u>May 6, 2008</u>			
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assessed						#1,2,3,7,8,9,10,11 will be
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* these firms made exceptions to the City's required pricing



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CITY OF NOVI TROPHY SERVICES Keford_

PROPOSAL FORM

We the undersigned as bidder, agree to furnish towing services to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following prices:

Towing Services

PRIVATE VEHICLES	CONTRACT PRICE
1. Towing of Vehicles 5,000 GVW and less	\$ 50
2. Towing of Vehicles 5,000 GVW to 10,000 GVW	\$ 60
3. Towing of Vehicles 10,000 GVW and up	\$ 75
Storage per day to commence after 24 hours of impoundment:	
Inside storage	\$ 15
Outside storage	\$ 10
5. Extra Charge for Dollies	\$ 20
6. Extra Charge for Disconnecting Linkages	\$ 10
7. Extra Charge for Winching (off roadway)	\$ 75
8. Motorcycles	\$ 65
9. Lockouts	\$ 45
10. Tire Change	\$ 45
11. Gas Pickup	\$ 45
12. Per Hour Labor Charge / Extra Service	\$ 50/hour

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CITY OWNED VEHICLES CONTRACT P		
 Towing of Vehicles 5,000 GVW and less Towing of Vehicles 5,000 GVW to 10,000 GVW 	\$ O \$ O	
3. Towing of Vehicles 10,000 GVW and up	\$ O	

NOTE: Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

Vehicles ordered held by the Police or Fire Department for investigation of, but not limited to arson, fatal accidents, forfeitures, will be handled as follows: One (1) day storage fee to registered owner of the vehicle and no additional fee to the City of Novi. The vehicle will be held indefinitely until the investigation and court cases have been completed.

Company Name: _	KEFORD'S MOUI TOWING, INC.	
Address: <u>3958</u>	6 GRAND RIVER AVONDE	
City: <u>Novi</u>	State :Zip:3325	
Agent's Name:	THISMAS D. HERRINGTON (please type or print)	_
	PRESIDENT (please type or print)	
Agent's Signature: _	Thom Mif-	
Telephone No.: Z	48.418-2330 Fax No. 248-478-0520	-
Date: _ <u>5 / 5 / 0</u>	8	

NOTE ANY DEVIATIONS:

Hadley

CONTRACT PRICE

CITY OF NOVI TROPHY SERVICES

PROPOSAL FORM

We the undersigned as bidder, agree to furnish towing services to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following prices:

Towing Services

PRIVATE VEHICLES

FRIVATE VEHICLES	CONTRACT PRICE
1. Towing of Vehicles 5,000 GVW and less	\$ 50
2. Towing of Vehicles 5,000 GVW to 10,000 GVW	\$ 60
3. Towing of Vehicles 10,000 GVW and up	\$ 75
 Storage per day to commence after 24 hours of impoundment: 	
Inside storage	\$ 15
Outside storage	\$ 10
5. Extra Charge for Dollies	\$ 20
6. Extra Charge for Disconnecting Linkages	\$ 10
7. Extra Charge for Winching (off roadway)	\$ 75
8. Motorcycles	\$ 65
9. Lockouts	\$ 45
10. Tire Change	\$ 45
11. Gas Pickup	\$ 45
12. Per Hour Labor Charge / Extra Service	\$ 50/hour

Page 14 of 26

CITY OWNED VEHICLES	CONTRACT PRICE
 Towing of Vehicles 5,000 GVW and less Towing of Vehicles 5,000 GVW to 10,000 GVW 	\$ 0 \$ 0
3. Towing of Vehicles 10,000 GVW and up	\$ 0

NOTE: Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

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Company Name: Hadley's Towing
Address: 24701 Hathaway
City: Farmington Hills State: MI Zip: 48335
Agent's Name: <u>Jim Le Marbe</u> (please type or print)
Agent's Title:
Agent's Signature: Kin' & Le Marter
Telephone No.: 248-471-5763 Fax No. 248-471-0926
Date: 5-5-08

NOTE ANY DEVIATIONS:

NoNe APPLY