



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of April 13, 2021

**DATE:** April 13, 2021

**TO:** Peter Zaroni, City Manager

**FROM:** Charles Mendoza, Director of Asset Management  
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<p><b>Wrecker Services for City-Owned Light Vehicles and Equipment Below 19,000 Pounds</b></p>
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**CAPTION:**

Motion authorizing a three-year service agreement for wrecker services for City-owned light vehicles and equipment with, DRR & RS Inc., dba Apollo Towing Service, for an amount not to exceed \$84,505.50, to be used for towing services, effective upon issuance of notice to proceed, with funding available in the FY 2021 of \$11,736.88 in the Fleet Maintenance Fund.

**SUMMARY:**

This service agreement will provide towing services of City light vehicles and equipment to the City Garage or to other facilities as directed by authorized City personnel.

**BACKGROUND AND FINDINGS:**

The City of Corpus Christi currently has an operational requirement to tow light vehicles and equipment below 19,000 pounds, gross vehicle weight rating (GVWR). This consists of such vehicles as, motorcycles, sedans, trucks, vans, and City ambulances. These vehicles are under 19,000 pounds. Occasionally, vehicles and equipment will break down on the road requiring wrecker and towing services, both inside and outside the Corpus Christi City limits. Expertise and specialized equipment are required for the towing of City owned light equipment. The towing company will be towing City vehicles and equipment to and from the City Garage or to a facility or location as directed by authorized City Maintenance personnel.

### **PROCUREMENT DETAIL:**

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for a new contract. The City received four responsive, responsible bids. Staff is recommending the award to the lowest bidder DRR & RS Inc. dba Apollo Towing Service. The incumbent for the Light Vehicle & Equipment towing at this time is Apollo Towing Services at a 3-year cost of \$136,225.00.

### **ALTERNATIVES:**

If not approved the towing requirement would be awarded to individual vendors on a piecemeal basis whereas a vendor would be selected to accomplish towing one piece of equipment at a time. We anticipate this procedure would be considerably more expensive to the City in that advantages and price savings associated with competitive bidding would not apply.

### **FISCAL IMPACT:**

The fiscal impact for Asset Management Fleet Maintenance in FY 2021 is estimated at \$11,736.88 for this three-year service agreement. The remaining amount of \$72,768.62 will be budgeted in future years through the annual budget process. There is a 38% cost savings between the incumbent's current contract price and this three-year service agreement.

### **FUNDING DETAIL:**

Fund:	5110	Maintenance Fund
Organization/Activity:	40170	Fleet Operations
Mission Element:	202	Maintain the Fleet
Project # (CIP Only):	N/A	
Account:	530100	Vehicle Repairs

### **RECOMMENDATION:**

Staff recommends approval of this Motion authorizing the service agreement for wrecker/towing services with DRR & RS Inc. dba Apollo Towing Service as presented.

### **LIST OF SUPPORTING DOCUMENTS:**

Motion  
Bid Tabulation  
Service Agreement