



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**Item No. \_\_\_\_\_**

**FROM:** City Administrator

**SUBJECT:** Request for Proposals for Towing Companies to Provide Police-Dispatched Towing Services and Towing Services for City Vehicles

**MEETING DATE:** February 6, 2018

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### **RECOMMENDATION:**

Direct staff to release a Request for Proposals (RFP) for Towing Companies to provide service for police-dispatched calls, towing services for City vehicles, provide appropriate vehicle storage, and to collect City Administrative fees for services rendered.

### **BACKGROUND:**

In 2010, the Los Angeles County Sheriff's Department and the City's Public Safety Division commenced impounding and storing vehicles in the City limits. A City Administrative fee of \$190.00 was imposed for impounding vehicles for illegal parking, public nuisance, and those that fall under the authority of 22658 of the California Vehicle Code. In September 2010, three companies were awarded contracts to provide this service: Citywide Towing, Inc.; Helms & Hill Towing Inc.; and H.P. Towing, Inc. Calls from East Los Angeles Sheriff's Station were dispatched on a rotational basis to allow each Tow Company equal opportunity. Of the 3 Tow Company contracts awarded in 2010, only one Tow Company remains in good standing to provide this service, Citywide Towing Inc. Citywide Towing, Inc. is located at 1501 Fishburn Avenue, Los Angeles. They charge \$137 per Tow, and \$36 per day vehicle storage fee. The City of Commerce charges an additional \$190 Administrative fee for all police towing within City limits. This is comparable to surrounding cities including Bellflower, Lakewood, Paramount, and Bell Gardens. Although these cities use different Towing Companies, our current fees are mid-range and comparable.

### **ANALYSIS:**

As best practice, the City should periodically entertain and encourage Requests for Proposals to allow interested companies to participate and be considered for providing services. An Advisory Committee consisting of the City Administrator, Public Safety Manager and City Attorney will present recommendations to the City Council for their consideration. Towing companies considered must provide all documentation required by the RFP deadline of March 10, 2018. Furthermore, Tow Companies and must be on the

authorized Tow List for the Los Angeles County Sheriff's Department and/or California Highway Patrol.

**FISCAL IMPACT:**

This activity can be carried out without additional negative impact to the current operating budget. As described above under "Background", the City will receive the collection fees as revenue and reimburse a portion to the towing company(s). The reimbursement amount to the towing company(s) is \$50.00 per quarter for preparing the quarterly reports.

Respectfully Submitted: Edgar P. Cisneros, City Administrator

Approved as to form: Norma Copado, City Attorney

Reviewed by: Vilko Domic, Finance Director

Recommended by: Laura Tilley, Public Safety Manager