



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Finance

**SUBJECT:** Recommendation of Award – RFP Agreement between the City of Cooper City and A Superior Towing Company

**CITY MANAGER RECOMMENDATION:**

The Interim City Manager recommends the award of the Towing Service Agreement to A Superior Towing Company.

**BACKGROUND OF ITEM:**

The City of Cooper City has a need for towing services to ensure public safety and efficient traffic flow on its streets. The previous vendor, A&B Towing, notified the city of services being discontinued, which resulted in temporary service with Westway Towing Inc. to allow for business continuity. In order to ensure a long-term solution, the city initiated a Request for Proposal (RFP) 2023-1-FIN for Towing Services. The RFP was advertised on February 2<sup>nd</sup> 2023, and proposals were received on March 23<sup>rd</sup> 2023 from two (2) vendors – A Superior Towing Company and Westway Towing.

**ANALYSIS:**

A comprehensive evaluation of the proposals was conducted by the evaluation committee. The evaluation was based on the evaluation criteria specified in the RFP, including capabilities and service, qualifications and references, past experience and performance, equipment, and facility. A Superior Towing Company received the highest overall score based on the evaluation criteria.

**STRATEGIC PLAN:**

This item supports Strategic Priority #2, Proactive Public Safety, by ensuring the availability of towing services to remove vehicles that may be blocking traffic or creating a hazard on city streets.

**FISCAL IMPACT:**

The fiscal impact of this agreement is positive to the budget. The city will receive an administrative fee equal to 25% of the maximum towing rate established by the Broward County Board of County Commissioners, pursuant to F.S. 323.002 (4) for each tow performed by the Contractor for non-City vehicles. The proposed agreement will have an initial term of five (5) years with one five (5) year renewal option.

**ALTERNATIVES:**

The City Commission may choose not to award the agreement to A Superior Towing Company and may direct staff to reissue the RFP or explore other options for obtaining towing services.

**ATTACHMENTS:**

1. City of Cooper City Agreement - A Superior Towing Company (Signed)
2. RFP 2023-1-FIN, Evaluation Committee Tabulation Ranking (04-10-23)
3. Vendor Compliance – A Superior Towing Company