

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: August 3, 2021

DEPARTMENT: Public Works

TITLE:

Agreement with Priority Towing for City-wide Vehicle Towing and Storage

SUMMARY:

The Agreement with Priority Towing authorizes the vendor to perform Vehicle Towing and Storage services City-wide

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth Beach maintains 116 miles of paved roadways, multiple city facilities and parks, and hundreds of pieces of equipment and city fleet. Vehicular towing and storage services are an important part of maintaining safe roadways and city property, cooperation with law and code enforcement, and towing of city fleet vehicles and equipment.

On June 3, 2021, the City accepted proposals for “RFP 21-206 – Vehicle Towing and Storage” and received a total of 5 proposals. A selection committee met to review the proposals on June 16, 2021 and upon discussion and scoring the proposals, Priority Towing was determined to be the highest ranked proposer.

The Agreement with Priority Towing authorizes the vendor to perform vehicle towing and storage services for the City. The agreement is for an initial term of 3 years with the option to renew for 2 additional 1 year periods. The agreement provides for revenue for the City for towing fees for violators, published towing rates for vehicle owners being towed, and costs for City fleet towing services. All rates are incorporated into the Agreement in Exhibit A1.

MOTION:

Move to approve/disapprove the Agreement with Priority Towing for Vehicle Towing and Storage Services.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement
Evaluation Matrix

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	0	0	0	0	0
Operating Expenditures	(750)	(10,000)	(10,000)	(10,000)	(10,000)
External Revenues	8,154.16	48,925	48,925	48,925	48,925
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	7,404.16	38,925	38,925	38,925	38,925
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project Number	FY21 Budget	Current Balance	Budget Transfer	Agenda Expenditure	Balance
530-5070-549-34-50	Other Contr. Serv.	N/A	12,000	954.50		750.00	204.50
530-0000-341.60-30	Towing Fines	N/A	N/A	N/A		8,154.16*	8,154.16

* Anticipated revenue for the months of August and September 2021.