



## CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Todd Schwieger, Police Chief  
**SUBJECT:** Towing Services RFP  
**DATE:** October 7, 2024

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### **OVERVIEW:**

City Council approved the City of St. Francis to enter into an MOU with Ark Towing and Recovery on December 18<sup>th</sup>, 2023, for towing services. Included in the MOU is the requirement for towing services to be reviewed and authorized on an annual basis. To assure the City of St. Francis is getting the highest quality and most complete tow service, the City is requesting to release a Request for Proposal (RFP) for towing services for the City of St. Francis.

### **ACTION TO BE CONSIDERED:**

City Council authorization to release an RFP to obtain tow services for the City of St. Francis. The RFP will be released on October 8<sup>th</sup>, 2024, for a minimum period of two weeks.

### **BUDGET IMPLICATION:**

With exception of a motor vehicle towed to the St. Francis Police Department for forfeiture or evidentiary procedures, the City of St. Francis is not responsible for the payment or collection of any towing or storage fees. Tow fees associated with vehicles held by the St. Francis Police Department are accounted for in the police department operating budget.

### Attachments:

- Towing Services RFP