



Office of the City Manager

CONSENT CALENDAR
April 29, 2025

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted by: Terrance Davis, Director, Public Works
 Subject: Contracts: M&A Towing and City Towing for Towing Services

RECOMMENDATION

Adopt two Resolutions authorizing the City Manager to:

1. Execute a contract with any amendments with M&A Towing to provide towing services for a three (3) year period from May 1, 2025, to May 1, 2028 in an amount not to exceed \$150,000, with an option to extend for two (2) additional one (1) year terms. Rates adjusted annually in accordance with the Consumer Price Index.
2. Execute a contract with any amendments with City Towing to provide towing services for a three (3) year period from May 1, 2025, to May 1, 2028 in an amount not to exceed \$150,000, with an option to extend for two (2) additional one (1) year terms. Rates adjusted annually in accordance with the Consumer Price Index.

FISCAL IMPACTS OF RECOMMENDATION

The FY25-26 Adopted Budget includes funding for fleet vehicle management, which will be used to cover the cost of towing services for City vehicles within the Public Works Department Equipment Maintenance Division (General Fund 672) budget. Additionally, funding will be appropriated for the next three fiscal years (FY 2026 to FY 2029) in the Equipment Maintenance Fund during the annual budget process.

CURRENT SITUATION AND ITS EFFECTS

The City conducted Request for Proposals Specification No. 24-11648, with proposals due no later than February 20, 2025. The City received three proposals in response. The selection committee, composed of subject matter experts from the Public Works Equipment Maintenance and Operations Divisions, evaluated the proposals.

The evaluation criteria used to rate the proposals were as follows: Project Approach (30%), Expertise and References (15%), Costs (25%), and Ability to Perform Services Listed in the Scope of Services (30%). M&A Towing and City Towing were selected as the highest-scoring vendors.

This contract will support the City's fleet and is a Strategic Plan Priority Project, advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

M&A Towing and City Towing responded to the Request for Proposal and were selected after submitting the highest-scoring bids. The selected vendors have the adequate staff and equipment necessary to service the City. The new towing services will ensure clear guidelines and standardized pricing for towing services, which is a significant expense for the Public Works Department.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

No identified environmental sustainability or climate impacts.

RATIONALE FOR RECOMMENDATION

The new towing services contracts will address the City's needs, along with stabilized costs and fees. The new contracts will clearly address the guidelines and prices for as-needed towing. The selected tow service providers will be utilized as needed to ensure the City has adequate resources available for unforeseen emergencies.

ALTERNATIVE ACTIONS CONSIDERED

None. The City does not have the resources to tow City vehicles.

CONTACT PERSON

Joy Brown, Operations Manager, (510) 981-6629
Don Colbert, Sr. Equipment Maintenance Supervisor, (510) 981-6467
Sara Rubio, Associate Management Analyst, (510) 981-5372

Attachments:
1: Resolution
2: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: M&A TOWING FOR TOWING SERVICES

WHEREAS, the City conducted RFP Solicitation No. 24-11648-C with proposals due no later than February 20, 2025; and

WHEREAS, the City received three proposals and a selection committee composed of subject matter experts from the Public Works Equipment Maintenance Division, and the Public Works Operations Division, met to evaluate the proposals, and

WHEREAS, M&A Towing and City Towing were selected as the highest scoring vendors.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract and any amendments with M&A Towing to provide towing services for three (3) years from May 1 2025 to May 1, 2028 for an amount not to exceed \$150,000 with the option to extend for two (2) additional one-year terms. Rates adjusted annually in accordance with the Consumer Price Index.

RESOLUTION NO. ##,###-N.S.

CONTRACT: CITY TOWING FOR TOWING SERVICES

WHEREAS, the City conducted RFP Solicitation No. 24-11648-C with proposals due no later than February 20, 2025; and

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NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract and any amendments with City Towing to provide towing services for three (3) years from May 1, 2025 to May 1, 2028 for an amount not to exceed \$150,000 with the option to extend for two (2) additional one-year terms. Rates adjusted annually in accordance with the Consumer Price Index.