



400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	April 19, 2017		Item Type: <i>(Enter X in box)</i>	Resolution	Ordinance X	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading X	
	X		Public Hearing: <i>(Enter X in box)</i>	Yes	No	Yes	No
				X			
Funding Source:	001-323901		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No X	
Account Balance:	\$18,826.00		Quasi Judicial: <i>(Enter X in box)</i>	Yes		No X	
Project Number :			RFP/RFQ/Bid Number:	RFP FY#2015-2016-023			
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>				
	X		Safety <input checked="" type="checkbox"/>				
			Quality <input type="checkbox"/>				
			Vibrant Appeal <input checked="" type="checkbox"/>				
Sponsor Name:	Roger M. Carlton, City Manager		Department: Police		Dwayne S. Flournoy, Chief of Police		

Short Title:

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AWARDING RFP #2015-2016-023 FRANCHISE TOWING SERVICES TO AAAA CROSSTOWN TOWING AND RECOVERY, INC. ("AAAA"), AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background:

Pursuant to Chapter 28, Section 28-172, Towing Franchise, of the City of Hallandale Beach Code of Ordinances, the City Commission will allow a private towing agency to provide towing service for all damaged, disabled and abandoned motor vehicles on a franchise basis; which will be awarded through a bid process, to the towing agency submitting the highest and best bid meeting all specifications and conditions set forth in the bid document. The City Commission shall indicate acceptance of the highest and best bid by ordinance awarding the franchise and authorizing the City Manager to enter into an agreement with the successful bidder.

A Request for Proposals (RFP) was issued on August 3, 2016, for Citywide towing services. On August 16, 2016, a non-mandatory Pre-Proposal Conference was held in the City. The due date for the RFP was September 12, 2016. AAAA Crosstown Towing and Recovery, Inc., and A & B Towing Service were the only businesses that responded.

On October 25, 2016, AAAA Crosstown Towing and Recovery, Inc. and A & B Towing Service made oral presentations to the Evaluation Committee in regards to their proposal.

On November 8, 2016, the Evaluation Committee completed their rating of AAAA Crosstown Towing and Recovery, Inc., and A & B Towing Service in regards to their presentations. The Committee agreed that AAAA Crosstown Towing and Recovery, Inc., be awarded the Franchise Towing Services. See attached RFP (Exhibits 2-4) and rating sheet summary (Exhibit 7) for further.

Staff concurs with the Evaluation Committee's recommendation to award the Franchise Towing Services to AAAA Crosstown Towing and Recovery, Inc. Staff has based their conclusion on the following reasons:

1. AAAA Crosstown Towing and Recovery, Inc., has had good performance over the past fourteen (14) years.
2. The city has received few complaints about AAAA Crosstown Towing and Recovery, Inc. over the past fourteen (14) years.
3. Preference for a local company, with no other local companies currently situated in Hallandale Beach that can provide needed vehicle storage area.
4. On-time payments of the revenue, over the past fourteen (14) years.

At the March 15, 2017 Commission meeting, the Vice-Mayor request that AAAA Crosstown Towing & Recovery, Inc. be requested to increased their annual franchise fee payment to the city to match the fee schedule proposed by the second bidder, A&B Towing. This would increase the five-year revenue to \$260,000 from the proposed \$238,600. AAAA Crosstown Towing subsequently agreed to the increased revenue structure and resolutions to the proposed variances were reached.

Why Action is Necessary:

The Ordinance passed on first reading at the March 15, 2017 Commission Meeting. Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000.00 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission

award of contracts. Additionally, Section 5.01(4)(d) of the City Charter requires a franchise be granted by ordinance.

Fiscal Impact:

Revenue

Franchise Revenue Fee year 1	\$51,000
Franchise Revenue Fee year 2	\$51,500
Franchise Revenue Fee year 3	\$52,000
Franchise Revenue Fee year 4	\$52,500
Franchise Revenue Fee year 5	\$53,000

Total Franchise Revenue Fee for 5 years: \$260,000.

Proposed Action:

Staff recommends the approval on second reading of an Ordinance of the Mayor and City Commission of the City of Hallandale Beach, Florida, Awarding RFP FY#2015-2016-023 Franchise Towing Services, to AAAA Crosstown Towing and Recovery, Inc. to Provide Citywide Towing Services, authorizing the City Manager to negotiate and execute an agreement with AAAA Crosstown Towing and Recovery, Inc., consistent with the RFP and resolving all variances as listed in Exhibit 8 hereto, on behalf of the City.

Attachment(s):

Exhibit 1- Ordinance

Exhibit 2– RFP FY#2015-2016-023 Franchise Towing Services – Scope of Work

Exhibit 3– RFP FY#2015-2016-023 Franchise Towing Services – Terms and Conditions

Exhibit 4– RFP FY#2015-2016-023 Franchise Towing Services – Community Benefit Plan

Exhibit 5- Broward County Resolution No. 2015-051

Exhibit 6- Award Recommendation RFP FY#2015-2016-023 Franchise Towing Services

Exhibit 7- Summary Rating Sheet RFP FY#2015-2016-023 Franchise Towing Services

Exhibit 8- Proposed Variances - AAAA Crosstown

Exhibit 9- Form Agreement - RFP FY 2015-2016-023

400 South Federal Hwy
Hallandale Beach, FL 33009

Prepared by:

Capt. Paul Robert
Capt. Paul Robert