



CITY of NOVI CITY COUNCIL

Agenda Item **G**
June 1, 2009

SUBJECT: Approval to award bid for towing contract to Keford Novi Towing, Hadley's Towing and Varsity Lincoln Mercury for one year with option of two, renewals based on acceptance of City terms and conditions to function on a rotating basis with an effective date of June 10, 2009.

SUBMITTING DEPARTMENT: Police *DEM*

CITY MANAGER APPROVAL: *[Signature]*

BACKGROUND INFORMATION:

This contract is provided as a service to the community when the need for wrecker service is required. There is no expenditure required by the City. The services include vehicles towed as a result of arrests, traffic accidents and evidentiary purposes.

The City of Novi currently has a towing contract with Hadley's and Keford Towing. That contract is set to either be renewed or expire in June, 2009. A committee was formed with Chris Quick, Matthew Conquest, Keith Wuotinen and Sue Morianti. The committee analyzed the Request for Proposal (RFP) from the prior year and also provided collective feedback for new revisions. Input was also solicited from the Department of Public Services and the Fire Department who use the services on occasion, however the majority of the use is police related.

The Request for Proposal (RFP) was placed on BidNet on May 1, 2009. Bids were due back no later than 3 pm on May 18th, 2009. Six (6) bids were received from the following companies: Varsity, Wixom Towing, Keford, Boulevard & Trumbull, Hadley's, and Phil's 76. All the vendors agreed to meet the requested contract prices, and one vendor, Phil's 76, actually bid lower than the requested amount. However, Phil's indicated in their bid that they are unable to provide towing for anything greater than 25,000 Gross Vehicle Weight (GVW), which was one of the requirements.

One bidder, Varsity, does not own any tow vehicles—they prepared their bid indicating that they would sub-contract out their obligations to another tow company (Hadley's) if Varsity is awarded the bid. The RFP does allow for sub-contracting, but only if the City agrees.

For the past year both Hadley's and Keford have been able to meet their obligations, including their response times, and have worked well together with our current rotating system of tows. In the past Varsity (when they had their own tow service) was also able to meet their obligations. All three services have provided reliable service and have demonstrated their ability to afford safety and security of vehicles towed and stored. For inventory and evidentiary procedures, it is not recommended we contract with more than three towing services. We believe these three services will provide us the most effective use of towing resources and are conveniently located for individuals who have their vehicles impounded.

Therefore, it is recommended that the City award the towing contracts to Hadley's, Keford, and Varsity. All three have agreed to meet the terms of the RFP and all three have a prior proven ability to meet the terms with the City, including their response times. Community Development planners have reviewed the three sites which could potentially be utilized for storage of vehicles by the respective tow services and their interpretation is that all three sites are approved uses within their respective zoning districts.

Pursuant to the terms of the RFP/contract, the three companies would be placed on a rotating call system when the need for a wrecker service arises.

RECOMMENDED ACTION: Approval to award bid for towing contract to Keford Novi Towing, Hadley's Towing and Varsity Lincoln Mercury for one year with option of two, renewals based on acceptance of City terms and conditions to function on a rotating basis with an effective date of June 10, 2009.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Gatt				
Council Member Burke				
Council Member Crawford				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

CITY OF NOVI
TOWING CONTRACT BID TABULATION

MAY 18, 2009

Private Vehicles	Required Contract Price	Varsity Lincoln Mercury	Wixom Towing	Keford Novi Towing	Boulevard & Trumbull Towing	Hadley Towing	Phil's 76
1. Towing of Vehicles 5,000 GVW and less	80	80	80	80	80	80	45
2. Towing of Vehicles 5,000 GVW to 10,000 GVW	90	90	90	90	90	90	45
3. Towing of Vehicles 10,000 GVW and up	105	105	105	105	105	105	75
4. Towing of Vehicles 20,000 GVW and up	205	205	205	205	205	205	NA
5. Storage per day to commence after 24 hrs of impoundment: inside storage	15	15	15	15	15	15	15
Storage per day to commence after 24 hrs of impoundment: outside storage	10	10	10	10	10	10	10
6. Extra Charge for Dollies	20	20	20	20	20	20	20
7. Extra Charge for Disconnecting Linkages	10	10	10	10	10	10	0
8. Extra Charge for Winching (off roadway)	75	75	75	75	75	75	60
9. Motorcycles	95	95	95	95	95	95	65
10. Lockouts	45	45	45	45	45	45	45
11. Tire Change	45	45	45	45	45	45	45
12. Gas Pickup	45	45	45	45	45	45	45
13. Per Hour Labor Charge / Extra Service	60/hr	60	60	60	60	60	50
City Owned Vehicles							
1. Towing of Vehicles 5,000 GVW and less	0	0	0	0	0	0	0
2. Towing of Vehicles 5,000 GVW to 9,999 GVW	0	0	0	0	0	0	0
3. Towing of Vehicles 10,000 - 24,999 GVW within 30 mile radius of City limits	0	0	0	0	0	0	0
4. Towing of Vehicles 10,000 - 24,999 GVW greater than 30 mile radius from City limits	\$100	100	100	100	100	100	0
5. Towing of Vehicles 25,000 - 80,000 GVW	\$150	150	150	150	150	150	NA
Capability to tow up to 80,000 GVW from front?	yes or no	blank	yes	blank	yes	yes	no
Capability to tow up to 80,000 GVW from rear?	yes or no	blank	yes	blank	yes	yes	no
Deviations from specs		None	blank	blank	None	blank	Can't provide towing for greater than 25,000 GVW
Comments:		Hadleys will be towing subcontractor	blank	blank	None	Potential subcontractor - Joey Towing	
Equipment List included?		yes	yes	yes	yes	yes	yes
Certificate of Insurance Included?		yes	yes	yes	yes	yes	yes
Location of storage yard		48600 W. 12 Mile, Wixom, MI 48393	30290 Beck Rd., Wixom, MI 48393	39586 Grand River, Novi, MI 48375	25100 Novi Rd, Novi, MI 48375	24701 Hathaway St., Farmington Hills, MI 48335	19340 Gerald, Northville, MI 48167

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**CITY OF NOVI
TOWING SERVICES**

PROPOSAL FORM- 2009-2010

We the undersigned as bidder, agree to furnish towing services to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following prices:

*****OLD Prices are in (RED)....most prices are unchanged except where noted*

PRIVATE VEHICLES

CONTRACT PRICE

1. Towing of Vehicles 5,000 GVW and less	\$ 80 <i>(\$50)</i>
2. Towing of Vehicles 5,000 GVW to 9,999 GVW	\$ 90 <i>(\$60)</i>
3. Towing of Vehicles 10,000 GVW to 19,999 GVW	\$ 105 <i>(\$75)</i>
4. Towing of Vehicles 20,000 GVW and up	\$ 205 <i>(\$75)</i>
5. Storage per day to commence after 24 hours of impoundment:	
Inside storage	\$ 15
Outside storage	\$ 10
6. Extra Charge for Dollies	\$ 20
7. Extra Charge for Disconnecting Linkages	\$ 10
8. Extra Charge for Winching (off roadway)	\$ 75
9. Motorcycles	\$ 95 <i>(\$65)</i>
10. Lockouts	\$ 45
11. Tire Change	\$ 45
12. Gas Pickup	\$ 45
13. Per Hour Labor Charge / Extra Service	\$ 60/hour <i>(\$50/hr)</i>

CITY OWNED VEHICLES

CONTRACT PRICE

1. Towing of Vehicles 5,000 GVW and less	\$ 0
2. Towing of Vehicles 5,000 – 9,999 GVW	\$ 0
3. Towing of Vehicles 10,000 - 24,999 GVW Within 30 mile radius of City limits	\$ 0
4. Towing of Vehicles 10,000 - 24,999 GVW Greater than 30 mile radius from City limits	\$ 100 (\$0)
5. Towing of Vehicles 25,000 - 80,000 GVW	\$ 150 (\$0)

We have the capability to tow vehicles up to 80,000 GVW:

From the front	Yes	No
From the rear	Yes	No

NOTE: Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

Vehicles ordered held by the Police or Fire Department for investigation of, but not limited to arson, fatal accidents, forfeitures, will be handled as follows: One (1) day storage fee to registered owner of the vehicle and no additional fee to the City of Novi. The vehicle will be held indefinitely until the investigation and court cases have been completed.

DEVIATIONS FROM SPECIFICATIONS MUST BE SPECIFIED HERE:

VENDOR COMMENTS:

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Agent's Name: _____
(please type or print)

Agent's Title: _____
(please type or print)

Agent's Signature: _____

Telephone No.: _____ Fax No. _____

Date: _____

Company name Hadley's Towing

**CITY OF NOVI
TOWING SERVICES**

PROPOSAL FORM

We the undersigned as bidder, agree to furnish towing services to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following prices:

PRIVATE VEHICLES

CONTRACT PRICE

1. Towing of Vehicles 5,000 GVW and less	\$ 80
2. Towing of Vehicles 5,000 GVW to 9,999 GVW	\$ 90
3. Towing of Vehicles 10,000 GVW to 19,999 GVW	\$ 105
4. Towing of Vehicles 20,000 GVW and up	\$ 205
5. Storage per day to commence after 24 hours of impoundment:	
Inside storage	\$ 15
Outside storage	\$ 10
6. Extra Charge for Dollies	\$ 20
7. Extra Charge for Disconnecting Linkages	\$ 10
8. Extra Charge for Winching (off roadway)	\$ 75
9. Motorcycles	\$ 95
10. Lockouts	\$ 45
11. Tire Change	\$ 45
12. Gas Pickup	\$ 45
13. Per Hour Labor Charge / Extra Service	\$ 60/hour

Company name Hadley's Towing

CITY OWNED VEHICLES

CONTRACT PRICE

- | | |
|---|--------|
| 1. Towing of Vehicles 5,000 GVW and less | \$ 0 |
| 2. Towing of Vehicles 5,000 – 9,999 GVW | \$ 0 |
| 3. Towing of Vehicles 10,000 - 24,999 GVW
Within 30 mile radius of City limits | \$ 0 |
| 4. Towing of Vehicles 10,000 - 24,999 GVW
Greater than 30 mile radius from City limits | \$ 100 |
| 5. Towing of Vehicles 25,000 - 80,000 GVW | \$ 150 |

We have the capability to tow vehicles up to 80,000 GVW:

From the front

Yes

No

From the rear

Yes

No

NOTE: Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

Vehicles ordered held by the Police or Fire Department for investigation of, but not limited to arson, fatal accidents, forfeitures, will be handled as follows: One (1) day storage fee to registered owner of the vehicle and no additional fee to the City of Novi. The vehicle will be held indefinitely until the investigation and court cases have been completed.

DEVIATIONS FROM SPECIFICATIONS MUST BE SPECIFIED HERE:

Company name Hadley's Towing

VENDOR COMMENTS:

"Potential sub-contractor" Our company has the necessary equipment to
handle light-duty to heavy-duty accidents/impounds for the city of Novi.
However, in the event of a multiple tractor trailer accident, hazardous material
spill, etc., we would sub-contract Joey's Towing out of Detroit, MI for help in
our heavy-duty needs. We have worked together for years. Please see the
attached insurance certificate for our sub-contractor.

Company Name: Hadley's Towing

Address: 24701 Hathaway St.

City: Farmington Hills State: MI Zip: 48335

Agent's Name: Jim D. LeMarbe
(please type or print)

Agent's Title: Owner
(please type or print)

Agent's Signature: *Jim D. LeMarbe*

Telephone No. 248-471-5763 Fax No. 248-471-0926

Date: 5/14/2009

Company name BeFord Novi Towing, Inc.



cityofnovi.org

**CITY OF NOVI
TOWING SERVICES**

PROPOSAL FORM

We the undersigned as bidder, agree to furnish towing services to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following prices:

<u>PRIVATE VEHICLES</u>	<u>CONTRACT PRICE</u>
1. Towing of Vehicles 5,000 GVW and less	\$ 80
2. Towing of Vehicles 5,000 GVW to 9,999 GVW	\$ 90
3. Towing of Vehicles 10,000 GVW to 19,999 GVW	\$ 105
4. Towing of Vehicles 20,000 GVW and up	\$ 205
5. Storage per day to commence after 24 hours of impoundment:	
Inside storage	\$ 15
Outside storage	\$ 10
6. Extra Charge for Dollies	\$ 20
7. Extra Charge for Disconnecting Linkages	\$ 10
8. Extra Charge for Winching (off roadway)	\$ 75
9. Motorcycles	\$ 95
10. Lockouts	\$ 45
11. Tire Change	\$ 45
12. Gas Pickup	\$ 45
13. Per Hour Labor Charge / Extra Service	\$ 60/hour

Company name Reford Novi Towing, Inc.

<u>CITY OWNED VEHICLES</u>	<u>CONTRACT PRICE</u>
1. Towing of Vehicles 5,000 GVW and less	\$ 0
2. Towing of Vehicles 5,000 – 9,999 GVW	\$ 0
3. Towing of Vehicles 10,000 - 24,999 GVW Within 30 mile radius of City limits	\$ 0
4. Towing of Vehicles 10,000 - 24,999 GVW Greater than 30 mile radius from City limits	\$ 100
5. Towing of Vehicles 25,000 - 80,000 GVW	\$ 150

We have the capability to tow vehicles up to 80,000 GVW:

From the front	Yes	No
From the rear	Yes	No

NOTE: Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

Vehicles ordered held by the Police or Fire Department for investigation of, but not limited to arson, fatal accidents, forfeitures, will be handled as follows: One (1) day storage fee to registered owner of the vehicle and no additional fee to the City of Novi. The vehicle will be held indefinitely until the investigation and court cases have been completed.

DEVIATIONS FROM SPECIFICATIONS MUST BE SPECIFIED HERE:

Company name REFORD NOVI TOWING, INC.

VENDOR COMMENTS:

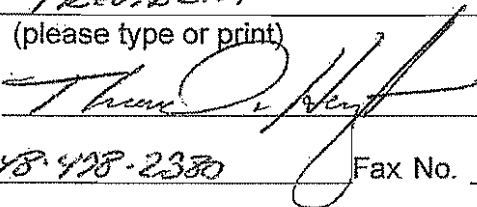
Company Name: REFORD NOVI TOWING, INC.

Address: 39586 GRAND RIVER AVENUE

City: NOVI State: MI Zip: 48375

Agent's Name: THOMAS D. HERRINGTON
(please type or print)

Agent's Title: PRESIDENT
(please type or print)

Agent's Signature: 

Telephone No.: 248-478-2380 Fax No. 248-⁴⁷⁸⁻⁰⁵²⁰~~478~~

Date: 5/12/09

Company name Varsity Lincoln Mercury



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**CITY OF NOVI
TOWING SERVICES**

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12. Gas Pickup	\$ 45
13. Per Hour Labor Charge / Extra Service	\$ 60/hour

Company name Varsity Lincoln Mercury

CITY OWNED VEHICLES

CONTRACT PRICE

- | | |
|---|--------|
| 1. Towing of Vehicles 5,000 GVW and less | \$ 0 |
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| 3. Towing of Vehicles 10,000 - 24,999 GVW
Within 30 mile radius of City limits | \$ 0 |
| 4. Towing of Vehicles 10,000 - 24,999 GVW
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From the rear	Yes	No

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DEVIATIONS FROM SPECIFICATIONS MUST BE SPECIFIED HERE:

None

Company name Varsity Lincoln Mercury

VENDOR COMMENTS:

Hadleys Towing & Recovery 24701 Hathaway
Farmington Hills, MI will be the towing
Subcontractor for Varsity Lincoln Mercury

Company Name: Varsity Lincoln Mercury

Address: 49251 Grand River Ave PO Box 633

City: Novi State: MI Zip: 48376

Agent's Name: Rudy Walsh
(please type or print)

Agent's Title: Body Shop Manager
(please type or print)

Agent's Signature: Rudy Walsh Rudy Walsh

Telephone No.: 248-449-6901 Fax No. 248-449-6907

Date: 5/12/2009