



City of Clearwater

City Hall
112 S. Osceola Avenue
Clearwater, FL 33756

Cover Memo

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Agenda Date: 11/16/2017

Version: 1

Status: Consent Agenda

In Control: Solid Waste/General Services

File Type: Action Item

Agenda Number: 7.10

SUBJECT/RECOMMENDATION:

Approve a Purchase Order increase to Clearwater Towing Service, Inc., of Clearwater, FL, increasing the current annual term amount by \$2,500, and an annual increase from \$45,000 to \$60,000 for the two remaining renewal terms, to accommodate towing services for all city-wide equipment, and authorize the appropriate officials to execute same. (consent)

SUMMARY:

On June 3, 2016, Request for Proposals 32-16 was issued seeking proposals from qualified vendors to provide full service vehicle recovery, towing, storage, and impound services for the Police Department and the Fleet Services Department.

In August 2016, Council approved the agreements with Clearwater Towing for both Police and Fleet Services. The annual purchase order authorized for Fleet Services was in the amount of \$45,000, and a 10% increase has already been applied. Fleet requests an additional \$2,500 to complete payment of the remaining services for the annual term ending September 30, 2017, bringing the authorized amount to \$52,500.

The City's Fleet Operations utilizes Clearwater Towing for the transport of surplus vehicles and equipment to auction, as well as movement of broken down vehicles and equipment. Services required for the current annual term were projected to be \$45,000. In 2016/17 the transport of vehicles and equipment exceeded projections and minor issues stemming from Hurricane Irma caused additional service requirements.

Staff is also requesting to increase the renewal terms' annual amount from \$45,000 to \$60,000 in anticipation of additional service requirements.

APPROPRIATION CODE AND AMOUNT:

Fleet department's operating budget 566-06611-530300-519-000-0000