

STAFF REPORT

DATE: January 23, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Lisa Hinz, VP, Security, Safety and Customer Satisfaction
SUBJ: APPROVING THE CONTRACT FOR ON-CALL TOWING AND
ROADSIDE ASSISTANCE SERVICES FOR PRIVATE AND NON-
REVENUE VEHICLES WITH NORTH VALLEY FLEET SERVICES,
INC.

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approving this contract will allow SacRT to obtain needed towing services for SacRT non-revenue vehicles and privately-owned vehicles on an on-call basis to provide reliable and safe operations.

FISCAL IMPACT

The proposed contract is budgeted at \$250,000 for a 5-year term, of which \$20,000 is included in the FY 2023 Operating Budget. FY 2024 – 2027 will be budgeted at \$50,000 per year and 7 months of Fiscal Year 2028 will be budgeted at \$30,000.

DISCUSSION

SacRT has a non-revenue fleet comprised of small to medium-sized sedans, including Police Services vehicles, and various pickup and utility trucks.

In addition, SacRT frequently requires towing services for privately-owned vehicles illegally parked at SacRT light rail stations, on SacRT's right of way, or on or near SacRT's light rail tracks. These increasingly include oversized vehicles such as RVs, boats, and trailers abandoned on SacRT property. The intent is for the owners of privately-owned vehicles to pay the costs of towing an illegally parked vehicle, but in the first instance SacRT must have a towing provider under contract to carry out the towing and maintain the safety and reliability of SacRT's services. If the towing contractor is unable to recover the towing costs from the private owner or through a lien sale/auction, SacRT will bear those costs.

SacRT requires on-call towing and roadside assistance services that meet its operational needs on a 24-hour, 7 days-a-week, 365 days-a-year basis.

On November 28, 2022, an Invitation for Bid (IFB) for On-Call Towing and Roadside Assistance Services for Private and Non-Revenue Vehicles for a 5-year term was released on PlanetBids and 259 prospective vendors matching the category code for these services were notified of the bid opportunity. On December 19, 2022, Sacramento Regional Transit District (SacRT) received 1 bid for the subject contracting opportunity from North Valley Fleet Services, Inc.

After a thorough review of the bid, staff has determined that the bid from North Valley Fleet Services, Inc. is fair and reasonable based on the Independent Cost Estimate (ICE) of \$301,990 derived from previous contracts and current market conditions.

RESOLUTION NO. 2023-01-005

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

January 23, 2023

APPROVING THE CONTRACT FOR ON-CALL TOWING AND ROADSIDE ASSISTANCE SERVICES FOR PRIVATE AND NON-REVENUE VEHICLES WITH NORTH VALLEY FLEET SERVICES, INC.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract for On-Call Towing and Roadside Assistance Services for Private and Non-Revenue Vehicles between Sacramento Regional Transit District, therein referred to as "SacRT," and North Valley Fleet Services, Inc., therein referred to as "Contractor," whereby Contractor agrees to provide towing and roadside assistance services for a 5-year term, as further set forth therein, for a total amount not to exceed \$250,000, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute the Contract.

STEVE MILLER, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary