

INTRADEPARTMENTAL CORRESPONDENCE

April 22, 2016
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TO: Honorable Board of Police Commissioners
FROM: Executive Director, Board of Police Commissioners
SUBJECT: RECOMMENDATION OF QUALIFIED VENDOR TO PROVIDE OFFICIAL POLICE GARAGE TOWING AND STORAGE SERVICES FOR SERVICE AREA 17 (RFP # 14-980-016)

Recommended Actions

1. That the Board of Police Commissioners REVIEW and APPROVE the selection of Ross Baker Towing, Inc. to serve as the Official Police Garage for Service Area 17.
2. That the Board REQUEST the Mayor and City Council to authorize the President of the Board of Police Commissioners, or his designee, to negotiate and execute an Official Police Garage Towing and Storage agreement for Service Area 17 with Ross Baker Towing, Inc.

Background

On December 6, 2013, the Board approved a master Request for Proposals (RFP) for Official Police Garage (OPG) Towing and Storage services for seventeen service areas [BPC #13-041841]. On February 25, 2014, the City Council authorized the release of the RFPs (C.F. 13-1672).

This proposal is for Standard Duty Towing and Storage Services in Service Area 17 of the Los Angeles Police Department (see attached map). This service area corresponds to LAPD's Devonshire Area. The previous contract for this service area has expired.

Duties

The general duties of a standard duty towing OPG include responding on a first-priority basis to requests for regular duty towing services initiated by the LAPD or the City's Department of Transportation. Additional requests for towing may be initiated by police officers of the Port of Los Angeles, Los Angeles World Airport police, or any City governmental agency representatives who are authorized to request the removal of vehicles for the purpose of storage and/or investigation. Typical towing situations may include, but are not limited to, the removal

of illegally parked standard-duty vehicles and vehicles that are disabled as a result of traffic accidents and may be severely damaged.

“Standard-duty” service is defined as relating to the towing and storage of vehicles weighing 10,000 lbs. or less. The anticipated number of vehicle impounds per month is 427. The recommended storage area is three (3) acres. The recommended equipment is two (2) standard duty flat-bed carriers, and three (3) standard duty trucks.

RFP Release

The RFP was released through a posting on the City’s Los Angeles Business Assistance Virtual Network on August 1, 2014. A mandatory pre-proposal conference was held August 7, 2014. Proposals were due September 11, 2014. It is anticipated that the term of the contract is for five years and is renewable for a five-year period.

Ross Baker Towing, Inc. has provided towing and storage services in Service Area 17 since 1968. Ross Baker Towing also provides tow services to the California Highway Patrol and the Los Angeles County Sheriff’s Department. Ross Baker Towing submitted the only proposal for Service Area 17. Ross Baker Towing is wholly owned by United Road Towing, Inc. located in Mokena, Illinois. United Road also owns Keystone Towing which is the OPG for Service Area 9 in Van Nuys.

Staff from the Commission Investigation Division’s (CIDs) Enforcement Section: inspected the type and the condition of towing equipment; identified electronic dispatch equipment; identified security and video surveillance measures; reviewed inventory and storage procedures; interviewed references; and, conducted recorded interviews with key personnel.

Evaluation

An Official Police Garage Review Committee comprised of one staff member from the Office of the City Administrative Officer, the City’s Department of Transportation, and the Los Angeles Police Commission, rated the proposals. As prescribed in the RFP, the proposals were rated on Formal Business Plan, Experience, History of Contract Compliance, Customer Service, and Honesty and Integrity.

A CID background investigation of Ross Baker Towing revealed no sustained complaints. An inspection of equipment and facilities found no discrepancies. The Review Committee found that Ross Baker Towing had extensive experience and a history of contract compliance. The Review Committee awarded the Ross Baker Towing proposal an average score of 89 based on a 100 point scale.

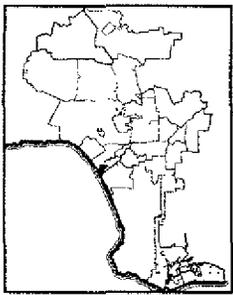
Recommendation

Based on the Review Committee's analysis of the proposal submitted by Ross Baker Towing, Inc., it is my recommendation to the Board of Police Commissioners that Ross Baker Towing, Inc. be awarded the contract to provide towing and storage services for Service Area 17.

Questions regarding this recommendation may be directed to Senior Management Analyst Rene Gomez, who served as the RFP Program Manager. He can be reached at (213) 236-1438.


RICHARD M. TEFANK, Executive Director
Board of Police Commissioners

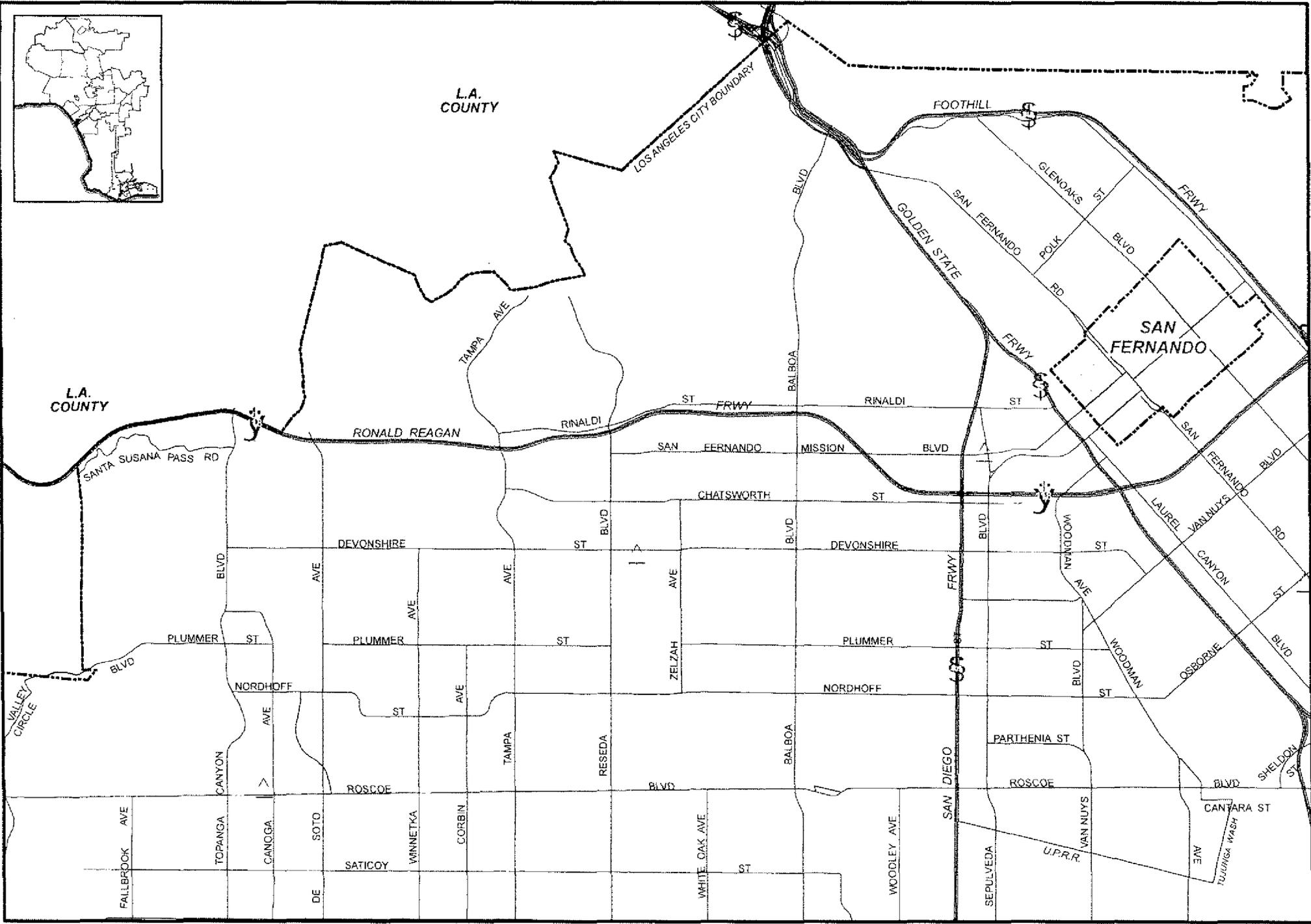
BOARD OF
POLICE COMMISSIONERS
Approved *May 3, 2016*
Secretary *Maria Silva*



L.A. COUNTY

L.A. COUNTY

LOS ANGELES CITY BOUNDARY



LOS ANGELES POLICE DEPARTMENT
OFFICIAL POLICE GARAGE
SERVICE AREA 17

▲ Police Station

