



THE CITY OF SAN DIEGO
REPORT TO THE CITY COUNCIL

DATE ISSUED: March 2, 2010
ATTENTION: Public Safety and Neighborhood Services Committee
Agenda of March 10, 2010
SUBJECT: Request for Qualifications to Furnish the City of San Diego with
Licensed Tow Providers and Licensed Impound Providers
REFERENCE: Request dated February 22, 2010 for RFQ Status Update

REVISED
REPORT NO: 10-027

REQUESTED ACTION: This is an informational item only. No action is required on the part of the Committee or the City Council.

STAFF RECOMMENDATION: Accept the Report.

SUMMARY: The City's towing program has two components: 1) the operation of a Towing Dispatch Center, and 2) City-initiated towing and impound services, which are to be performed by Licensed Tow Providers (LTPs) and Licensed Impound Providers (LIPs).

On March 5, 2008 the City issued a Request for Proposals for its Computer-Operated Tow Dispatch Center. A pre-proposal conference was held on March 20, 2008 with eight potential proposers in attendance. Three responses were received as of the Jun 25, 2008 closing date. Demonstrations of the proposed systems were held on September 29-30, 2008. The Notices of Intent to Award were mailed on December 22, 2008. After resolution of a protest, a contract was finalized with AutoReturn on August 10, 2009.

In the interim, City staff has accomplished the following in preparation for release of the Request for Qualifications (RFQ) for towing and impound services:

1. Technical input from AutoReturn for communications specifications between the Dispatch Center and tow operators, which was received on January 22, 2010.
2. A complete Scope of Work and Tow Operators Manual were developed. The last revisions were received from the Police Department on February 25, 2010.
3. The Comptroller completed a review of operating cost on February 26, 2010.

Based on the above, the RFQ document is currently under review by the Office of the Mayor prior to release.

Intended Next Steps

(Anticipated 30-Day Solicitation Process - Total Award 60 Days)

- Advertise RFQ.
- Issue RFQ.
- Conduct Pre-Submittal Conference.
- Issue Addendum.
- Receive Responses.
- Evaluate Responses.
- Award Recommendation.

The City will issue the RFQ upon Mayoral staff approval.

FISCAL CONSIDERATIONS: The City recovers its operating costs from the City's approved rate structure.

PREVIOUS COUNCIL and/or COMMITTEE ACTION: None.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS: See above.

KEY STAKEHOLDERS AND PROJECTED IMPACTS: See above.



Hildred Pepper
Purchasing & Contracting Director



Wally Hill
Assistant Chief Operating Officer