



METROPOLITAN
TRANSPORTATION
COMMISSION
SERVICE AUTHORITY
FOR FREEWAYS
AND EXPRESSWAYS

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Memorandum

TO: Operations Committee

DATE: February 2, 2011

FR: Deputy Executive Director, Operations

W.I.: 1232

RE: Contracts – Freeway Service Patrol (FSP) Towing Services for Beat 16: Lima Towing and Transportation (\$433,171)

Background

The Freeway Service Patrol (FSP) is a congestion relief and safety program that provides free assistance to stranded motorists during commute hours. The Bay Area FSP program started in 1992 with 12 tow trucks patrolling 55 miles of freeway. The program now operates 78 trucks patrolling 35 beats (or freeway segments) along 550 miles of freeway. In 2009, the program provided over 125,000 assists to Bay Area motorists, with an average wait time of only 9 minutes.

The existing contract for Beat 16 is due to expire on June 30, 2011. Beat 16 covers Highway 17 from Route 9 to Summit Road in Santa Clara County. The contract for Beat 16 will cover a four-year period from FY 2011-12 through FY 2014-15 and requires annual funding authorization from the Operations Committee. The contract is funded with a combination of Federal, State, and Local funds.

Procurement Process

Beat 16 was originally included in the Request for Qualifications Bid Invitation (RFQBI) issued by MTC SAFE in October 1, 2010. However, there were no qualified bidders for Beat 16. On December 23, 2010, MTC SAFE re-issued a Request for Qualifications Bid Invitation (RFQBI) for Beat 16.

The RFQBI consisted of a three-step qualifications-based, low bid process. Bidders had to meet all qualifications and inspection requirements in order to be considered for a contract award. The recommendation for contract award is based on the lowest responsive and responsible bid. The three primary steps were:

- Step 1: Review qualifications of proposers to determine which tow contractors met the minimum qualifications (MQs). Contractors were also required to submit a performance guaranty at this time.
- Step 2: Contractors meeting the MQs were invited to submit a price proposal.
- Step 3: Site visits, which involved vehicle and facility inspections conducted by the partner agencies: California Highway Patrol (CHP), Caltrans, and MTC SAFE.

MTC SAFE received three timely proposals and one after the submittal deadline. The three contractors that submitted proposals on time met the minimum qualifications in order to proceed to Step 2. The partner agencies performed inspections of the three companies as part of Step 3 on January 18th; one

company did not pass the vehicle inspection. As a result of the multi-step process, there were two companies eligible for the contract award. Lima Towing and Transportation submitted the lowest price proposal.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a four-year contract with Lima Towing and Transportation in a total amount not to exceed \$108,293 per fiscal year and \$433,171 for the four-year contract duration subject to approval of the SAFE budget.

Andrew B. Fremier

ABF: NR

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Work Item No.: 1232

Work Project Title: FSP Tow Operations

Purpose of Project: To provide Freeway Service Patrol service on Beat 16 as designated in the RFQBI dated December 23, 2010 with terms and conditions as specified.

Brief Scope of Work: Provide tow services during hours of congestion and special events as specified by the FSP Partnership, which includes MTC SAFE, Caltrans, and CHP.

Project Cost Not to Exceed: \$108,253 per fiscal year for a total project cost not to exceed \$433,171.

Funding Source: SAFE, State, Local

Fiscal Impact: Project is consistent with current budget projections; funding for subsequent years to be proposed for inclusion in FY 2012, FY 2013, FY 2014, and FY 2015 budgets, respectively.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into an agreement with Lima Towing and Transportation to provide tow service on Beat 16, and that the Chief Financial Officer is authorized to set aside funds for such agreement in the amount of \$108,293 for FY 2012, FY 2013, FY 2014, and FY 2015, as such funds become available in subsequent years' operating budgets.

Operations Committee: _____
Amy Rein Worth, Chair

Approved: Date: February 9, 2011