



# Board Agenda Item 38

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DATE: February 26, 2019

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer  
Margaret Mims, Sheriff-Coroner-Public Administrator  
Steven E. White, Director, Department of Public Works and Planning

SUBJECT: Second Amendment to Towing and Emergency Road Services Agreement

RECOMMENDED ACTION:

**Approve and authorize the Chairman to execute Second Amendment to Purchasing Agreement No. P-16-239-P with Action Towing & Dive Team, Inc., Herndon Towing, and TNT Towing, to increase the maximum allowable compensation amount for towing and emergency road services, effective upon execution with no change in term to May 31, 2021 and increasing the maximum compensation amount by \$100,000 to a total cost of \$200,000.**

Approval of the recommended action will increase the maximum agreement compensation amount by \$100,000, for a total compensation amount not to exceed \$200,000, for the provision of towing and emergency road services for County vehicles that may be required by County vehicle users. This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, service requests for towing and emergency road services for County vehicles would go unfulfilled.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Approval of the recommended action will increase the maximum agreement amount by \$100,000, for a new maximum potential five-year total of \$200,000. Sufficient appropriations and estimated revenues are included in the Internal Services Department - Fleet Division (ISD-Fleet) Org 8910, Sheriff-Coroner-Public Administrator Org 3111, and American Avenue Disposal Site (AADS) Org 9026 FY 2018-19 Adopted Budgets.

DISCUSSION:

Effective June 1, 2016, the County entered into Procurement Agreement No. P-16-239-P for towing and emergency road services (the Agreement). The Agreement was amended on July 21, 2016, which added the AADS for services and as a billing organization.

ISD-Fleet staff is recommending that the current Agreement, as amended, for towing and emergency road services of County vehicles, be again amended and converted into a Board Agreement, as the maximum amount allowable for services will now exceed the Purchasing Manager's authority of \$100,000.

Approval of the recommended action will increase the maximum agreement amount by \$100,000, for a new maximum potential five-year total cost of \$200,000. This amount is necessary to be able to fulfill the increase in towing and emergency road service needs for the County vehicles by user departments. All other terms and conditions of the Agreement will remain unchanged.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Second Amendment to Purchasing Agreement No. P-16-239-P

On file with Clerk - First Amendment to Purchasing Agreement No. P-16-239-P

On file with Clerk - Purchasing Agreement No. P-16-239-P

CAO ANALYST:

Yussel Zalapa