



Staff Summary Report

Council Meeting Date: 12-13-2007

Agenda Item Number: _____

SUBJECT: Request approval of a not to exceed six month emergency procurement with United Road Towing, Inc. for towing services.

DOCUMENT NAME: 20071213fsta08 **PURCHASES (1004-01)**

SUPPORTING DOCS: No

COMMENTS: (Emergency Procurement 08-116) Total amount for community towing is \$60,000 including \$5,000 of City vehicle towing.

PREPARED BY: Tony Allen, Procurement Officer, 480-350-8548

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516

**LEGAL REVIEW AS
TO CONTRACT FORM**

ONLY: N/A

FISCAL NOTE: Sufficient funds have been appropriated in 3262-6720 for City vehicle towing.

RECOMMENDATION: Approve the emergency procurement.

ADDITIONAL INFO: In order to complete the re-evaluation of the recently terminated vehicle towing proposal process and to initiate a revised process, the Police Department is requesting an emergency procurement. This emergency procurement will provide the time needed to properly re-evaluate and initiate. Per Section 26A-13 (Emergency Procurement) of the City of Tempe Procurement Code, the Police Department is requesting that United Road Towing, Inc., the current City vendor, be awarded a not to exceed six month contract while a revised solicitation is completed. This contract is used to provide towing and storage services for vehicles from accident scenes, abandoned vehicles, police impound tows and City vehicle tows.