



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 23

Agenda Date: February 20, 2025

In Control: City Council A Session

DEPARTMENT: Police Department

DEPARTMENT HEAD: William McManus, Chief of Police

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Management of Towing and Impound Services

SUMMARY:

This ordinance authorizes a contract with United Road Towing Inc., d/b/a United Road Vehicle Management Solutions (URVMS) to provide the total Management of Municipal Towing and Impound Operation Services, for police directed tows, vehicle storage with evidence processing and auction services for the San Antonio Police Department (SAPD) for an initial ten-year term, with two, five-year renewal options over the contract term. The net revenues received by the City, after expenses are paid for Towing and Administrative cost, are estimated at \$7 million for the first year of the contract. The estimate for FY 2025 is \$3.8 million in net revenue for the months of March to September 2025. Net revenues to the City will fluctuate in future years based on the number of tows and vehicles auctioned.

This ordinance also authorizes the City Manager to identify an alternate location(s) for the City's Impound Facility. Once location(s) have been identified; this ordinance also authorizes the City Manager to negotiate with JBSA the conveyance of the property where the City's current impound storage facility is located at 3625 Growdon Pound.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by United Road Towing Inc., d/b/a United Road Vehicle Management Solutions (URVMS) to provide the management of municipal towing and impound operation services for police directed tows, vehicle storage with evidence processing and auction services for the San Antonio Police Department (SAPD).

Currently, SAPD manages two separate contracts for Towing and Impound Operations:

1. Towing Contract: In 2015, the City entered a contract for the Total Management of Towing Services with URVMS for an initial term of four years with one, two-year renewal options. On August 8, 2024, City Council approved the third extension of the current Municipal Tow Manager Agreement between the City of San Antonio and URVMS. This action extended the Tow Manager Agreement through December 31, 2024, and thereafter on a month-to-month basis at the City's option.

2. Impound Operations: In 2017, the City entered a contract for the Total Management of Growdon Vehicle Storage Facility (VSF) with Alanis Wrecker Service (Alanis) for an initial term of six years with two, one-year renewal options. Alanis is responsible for the intake, storage and release of impounded vehicles. Additionally, Alanis conducts weekly auctions for abandoned vehicles, maintains the property, provides security and ensures compliance with environmental regulations.

Both contracts provide services 24 hours a day, 7 days a week, 365 days a year.

Staff briefed City Council in 2021 about JBSA expressing interest in the City property where the SAPD Growdon Vehicle Storage Facility is located. Additionally, staff indicated that a solicitation to combine both contracts into one would be explored. On September 20, 2023, the City Council received a pre-solicitation briefing on a proposed solicitation seeking a respondent to provide the Total Management of Municipal Towing and Impound Operations for the City and SAPD.

The City issued a Request for Proposals (RFP) for "Management of Towing & Impound Services" (RFP 23-117, 6100017141) on December 6, 2023, with a submission deadline of March 22, 2024. The RFP was advertised in the HartBeat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System, the San Antonio Express News and an email notification was released to a list of potential respondents. Three proposals were received. One proposal was deemed non-responsive by the Economic Development Department due to respondents' failure to meet the Small Business Economic Development Advocacy (SBEDA) Program - Small Business Enterprise (SBE) 40% subcontracting requirement. The remaining two proposals were deemed responsive for evaluation.

The evaluation committee consisted of representatives from City Manager's Office, Diversity, Equity, Inclusion and Accessibility, Information Technology Services, SAPD, Finance, San Antonio Fire Department and the Texas Department of Transportation. The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and

procedures. The evaluation consisted of 100 points: 30 points were allotted for experience, background and qualifications; 25 points were allotted for proposed plan; 20 points were allotted for pricing; 5 points were allotted for the Small Business Enterprise (SBE) Prime Contract Program; 5 points were allotted for the Minority Women Business Enterprise (M/WBE) Prime Contract Program; 10 points were allotted for the Local Preference Program and 5 points were allotted for the Veteran-Owned Small Business Preference Program. Additional categories of consideration included references and financial qualifications.

The evaluation committee met for an initial evaluation to discuss and score both proposals on May 24, 2024. The evaluation committee recommended both respondents for interviews which were held on June 7, 2024. After interviews, the evaluation committee discussed and scored the firms based on the aforementioned criteria. Individual scores were submitted, and aggregate scores were presented. After recommendation for award was agreed upon by the evaluation committee, the price scores were revealed. URVMS, the highest-ranking firm, was recommended for award by the evaluation committee.

On December 11, 2024, a post-solicitation briefing was presented to City Council at B-Session with staff's recommendation for award.

The initial term of the agreement will be for ten-years, with two, five-year renewals at the City's option, which will also be authorized by this ordinance.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small Business Enterprise Prime Contract Program with five (5) evaluation preference points, and the Minority/Woman Owned Business Enterprise Prime Contract Program with five (5) evaluation preference points. Additionally, Goal Setting Committee set a 40% Small Business Enterprise (SBE) subcontracting goal. United Road Towing Inc., d/b/a United Road Vehicle Management Solutions (URVMS) was not eligible to receive any preference points but has met the 40% SBE subcontracting goal.

The Local Preference Program applied to this contract; however, the recommended firm is not a local business. The Veteran-Owned Small Business Preference Program applied to this contract; however, the recommended firm is not a Veteran-Owned Small Business. This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023, through Ordinance 2023-08-31-0585.

ISSUE:

This contract will provide the City and San Antonio Police Department with the Total Management of Municipal Towing and Impound Operation Services for police directed tows, vehicle storage with evidence processing, and auction services.

Through this contract, the City will collect fees for towing and auction services provided by United

Road Vehicle Management Services. This includes fees for towing, impound, storage, notification, and auction related fees. Based on the number and type of tows estimated for the first year of the contract and the number of auctioned vehicles, it is projected that this contract will generate net revenues to the City, after expenses are paid for Towing and Administrative cost, of \$7 million for the first year of the contract. The estimate for FY 2025 is \$3.8 million in net revenue for the months of March to September 2025. Net revenues to the City will fluctuate in future years based on the number of tows and vehicles auctioned.

This ordinance also authorizes the City Manager to identify an alternate location(s) for the City's Impound Facility. Once location(s) have been identified; this ordinance also authorizes the City Manager to negotiate with JBSA the conveyance of the property where the City's current impound storage facility is located at 3625 Growdon Pound.

ALTERNATIVES:

No alternatives.

FISCAL IMPACT:

This ordinance will authorize a contract with United Road Towing Inc., d/b/a United Road Vehicle Management Solutions (URVMS) to provide the total Management of Municipal Towing and Impound Operation Services for police directed tows, vehicle storage with evidence processing and auction services for the San Antonio Police Department. This action authorizes a monthly administrative fee payable to URVMS of \$820,000. This fee is set to increase in Year 4 of the contract by 5%, in Year 6 of the contract by 3%, and in Year 8 of the contract by 2%. Should the City exercise its option to extend the contract, this fee would increase in years 11, 14 and 17 by 6%.

The net revenues received by the City, after expenses are paid for Towing and Administrative cost, are estimated at \$7 million for the first year of the contract. The estimate for FY 2025 is \$3.8 million in net revenue for the months of March to September 2025. Net revenues to the City will fluctuate in future years based on the number of tows and vehicles auctioned.

RECOMMENDATION:

Staff recommends approval.

This contract was procured by means of Request for Proposals and a Contracts Disclosure Form is required.