

**Sean T. Brandenburg**  
**Chief of Police**



**Key West**  
**POLICE DEPARTMENT**

**TO:** Patti McLauchlin, Interim City Manager  
**FROM:** Chief Sean T. Brandenburg  
**DATE:** 27 MAY 2021  
**RE:** Executive Summary Award RFP 004-21

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In 2011, the Key West City Commission passed revisions to the tow rotation ordinance found at Key West Code of Ordinances Chapter 70, Article XI, Division 2.

Section 70-663 specifically provides:

“Sunset; competitive solicitation

The division shall sunset and be of no further effect upon the city commission’s issuance of a competitive solicitation for police initiated tows, subsequent acceptance of a vendor or vendors and final implementation of a contract to provide such services.”

As a result of the previous contract expiring, RFP 004-21 entitled Wrecker/Towing Services was issued by the City on April 5, 2021.

Requests for Proposals 004-21 solicited proposals from qualified operators to provide towing services initiated by the City of Key West. The RFP does not alter any company’s ability to engage in non-consensual tows or private business transactions. It merely sought firms interested in towing for the City of Key West. The RFP also requested a franchise fee that each company would be willing to pay the City of Key West to provide the services requested.

Two firms responded to the RFP, which was opened on May 5, 2021. An evaluation committee met in accordance with the RFP at a publicly noticed meeting on May 10, 2021, to review the proposals. The committee consisted of Key West Police Traffic Unit Coordinator Alex Gaufillet, Chief Licensing Official Amanda Brady, and Director of Transportation Rod Delostrinos.



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Key West Police Department 1604 N. Roosevelt Blvd. Key West, FL 33040 (305) 809-1111  
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The two firms who responded to RFP 004-21 were Anchor Towing, LLC and Arnold's Auto & Marine Repair, Inc. During the evaluation committee meeting, the members went through each of the proposals. They assigned numerical scores to each company based upon the criteria of the RFP. There were four distinct categories with a total possible score of 100 from each committee member. The fourth category was "Proposed rates for service provided (proposed dollar amount paid to City per tow.)" The Key West Police Department directed tows for 2019 was approximately 1,759 vehicles. There are varying levels of service provided by the wrecker operators, but for price comparison purposes we will use the lowest level of service. Anchor towing, LLC proposed paying 3% of each \$135.00 tow, or \$4.05, which would equate to \$7,123.95 paid to the City for towing 1,759 vehicles at the lowest level of service. Arnold's Auto & Marine Repair, Inc. proposed paying the City \$90.00 per \$135.00 tow, which would equate to \$158,310.00 paid to the city for towing 1,759 vehicles at the lowest level of service. At the conclusion of the meeting, the scores were reviewed and confirmed by each member. The total possible combined score for each tow company responding to the RFP was 300. Based upon the criteria the total scores were as follows:

- |  |                 |
|--|-----------------|
| 1. Arnold's Auto & Marine Repair, Inc<br>5540 3 <sup>rd</sup> Avenue<br>Key West, FL 33040 | Total Score 290 |
| 2. Anchor Towing LLC.<br>189 U.S. Highway 1<br>Key West, FL 33040                          | Total Score 160 |

Based upon the criteria of RFP 004-21 and the proposer's responses thereto, the recommendation to the City Commission is to award RFP 004-21 to Arnold's Auto & Marine Repair, Inc. Pursuant to the terms of the RFP, a contract would be executed within 21 days that contains the terms and conditions of RFP 004-21 and the proposal submitted by Arnold's.



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