

Donald J. Lee, Jr.
Chief of Police



Key West
POLICE DEPARTMENT

TO: Bob Vitas, City Manager
FROM: Chief Donald J. Lee, Jr.
DATE: February 21, 2014
RE: Exec. Summary Award RFP 01-14 Towing Services

On February 15, 2011, the Key West City Commission passed ordinance 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.”

On December 16, 2013 the City issued RFP 01-14 entitled “Wrecker Towing Services”.

Request for Proposals 01-14 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.

Five firms responded to the RFP, which was opened on February 5, 2014. An evaluation committee met in accordance with the RFP at a publically noticed meeting to review the proposals. The Committee consisted of Key West Police Chief Donald Lee, Key West Police Captain J.R. Torres and Monroe County Sheriff Deputy Mathew Dowling. In particular, Captain Torres and Deputy Dowling have extensive experience with tow operations in Key West and Monroe County.

The five firms who responded to RFP 01-14 were A-1 Redland Towing, Alex’s Auto Wrecking & Parts, Anchor Towing, LLC, Arnold’s Auto & Marine Repair, Inc., and Key West Towing. During the evaluation committee



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meeting, the members went through each tow company one by one. They assigned numerical scores to each company based upon the criteria of the RFP compared to the response of each tow company. There were four distinct categories with a total possible score of 100 from each committee member. 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.
5540 3rd Avenue
Key West, FL 33040 | Total Score: | 289 |
| 2. | Anchor Towing, LLC.
189 U.S. Highway 1
Key West, FL 33040 | Total Score: | 209 |
| 3. | Alex's Auto Wrecking & Parts
1014 White Street
Key West, FL 33040 | Total Score: | 197 |
| 4. | Key West Towing
111 U.S. Highway 1, #407
Key West, FL 33040 | Total Score: | 195 |
| 5. | A-1 Redland Towing
111 U.S. Highway 1, #507
Key West, FL 33040 | Total Score: | 127 |

Based upon the criteria of RFP 01-14 and the proposer's responses thereto, the recommendation to the City Commission is to award RFP 01-14 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 01-14 and the proposal submitted by Arnolds.



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