

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: JOSH MEDEIROS, POLICE SERGEANT  
POLICE DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT  
AUTHOR, AMY CARTER, BUYER  
FINANCE DEPARTMENT  
SUBJECT: APPROVAL OF AMENDMENT TO PURCHASE ORDER 167656  
TO INCREASE COMPENSATION WITH CREAM'S  
DISMANTLING, INC FOR LARGE VEHICLE TOWING SERVICES

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Police and Finance Departments that the Council, by resolution, approve an increase in compensation in the amount of \$100,000 to Blanket Purchase Order 167656 with Cream's Dismantling, Inc., Santa Rosa, California to provide large vehicle towing services, for a total not to exceed amount of \$195,000 for a one-year term, with two (2) one-year extension options.

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EXECUTIVE SUMMARY

This Blanket Purchase Order provides large vehicle towing services for the Police Department.

BACKGROUND

On August 31, 2022, the City Manager approved the issuance of a blanket purchase order for large vehicle towing services with Cream's Dismantling, Inc., Santa Rosa, California, for a one-year term with two (2) one-year extension options, for a total amount not to exceed \$95,000.

There are oversized recreational vehicles lining the streets of Santa Rosa that have expired registrations and as defined in 400(a)(1) of the state vehicle code, must be removed, stored, and possibly disposed. Many of these vehicles are occupied by persons experiencing homelessness, contributing to encampments and are creating an unsafe environment.

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The Police Department has been working closely with other City departments to address this growing issue. A storage facility on City property was opened in October 2022 in order to allow for additional towing of RVs awaiting disposal. Increased tow capacity coupled with the Safe Parking Pilot Program (opened in March 2022) has reduced RV's in encampments, from 92 in July 2022 to only 54 in December.

The City does have current tow franchise agreements and abandoned vehicle tow agreements in place; however, they are not available for use for this specific scope of work.

The Police Department has been utilizing the services of Cream's Dismantling, Inc. for these tows and has been satisfied with the service provided.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

The City has made a coordinated effort to reduce the number of oversized vehicles parking on City streets. There has been a significant increase in the number of oversized vehicles that require tow services, and this has increased the overall expenses on this contract. The charge for each vehicle being towed is between \$1,300 to \$3,600, depending on the size. There is no change in pricing proposed. This current fiscal year the Police Department spent \$84,000 through December 31<sup>st</sup> on this service, and in the past years only spent an average of \$65,000 for the entire year. Additional funds are to pay for services through the expiration of the term of the blanket purchase order.

With approval of the Amendment, the cumulative amount of Blanket Purchase Order 167656 will be \$195,000. Under the City's Purchasing Policy, City Code 3-08-110(A) Award Authority, this modification requires approval by the City Council.

FISCAL IMPACT

In prior years, The Police Department pays for this Purchase Order through the Field Services Division budget. For FY 2022-23, \$65,000 was budgeted based on the prior year's average cost. As of December 30<sup>th</sup>, the department has spent \$84,000. To not stall the progress that has already been made the department is requesting to add funds to the existing Purchase Order in the amount of \$100,000 to continue this important program. The additional funding will come from current year appropriations within the General Fund.

ENVIRONMENTAL IMPACT

The Council finds that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not Applicable.

NOTIFICATION

Not Applicable.

ATTACHMENTS

Not Applicable.

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