

**MANATEE COUNTY GOVERNMENT**  
**INTENT TO AWARD**

<b>IFB No.</b>	18-R068635GE	<b>DATE POSTED</b>	MC <u>AT 6/5/18</u> CC <u>N/A</u> DS <u>AT 6/5/18</u> BCC <u>N/A</u>
<b>TITLE</b>	Towing Services	<b>DATE CONTRACT SHALL BE AWARDED</b>	At time of posting
<b>DEPARTMENT</b>	Public Works	<b>AUTHORIZED BY DATE</b>	Theresa Webb, CPPO, CPPB, CPSM, C.P.M., Procurement Official <u>TWB 6/4/2018</u>
<b>NOTICE OF INTENT TO AWARD</b>			
The Manatee County Procurement Division provides notice of its intent to award a contract with Norm's Towing for the provision of the towing of County vehicles.			
<b>ENABLING/REGULATING AUTHORITY</b>			
Manatee County Procurement Ordinance, Sec 2-26.			
<b>BACKGROUND/DISCUSSION</b>			
<p>The County fleet of vehicles require the availability of towing services to respond to broken-down vehicles and accident scenes involving County vehicles. This service will tow the vehicles to the Public Works Fleet Services facility or to an alternative repair vendor for services. These services are on an "as needed" basis.</p> <p>The solicitation was advertised on April 10, 2018 on the Manatee County website . It was also provided to the Manatee County Chamber of Commerce for release to its members. Responses were received from the following firms:</p> <ol style="list-style-type: none"><li>1. Norm's Towing, Bradenton, FL</li><li>2. Professional Towing, Sarasota, FL</li><li>3. Upman's Towing, Sarasota, FL</li></ol> <p><b><u>EVALUATION RESULTS SUMMARY:</u></b></p> <p>Norm's Towing was the lowest responsible, responsive bidder. A bid tabulation of the results is attached to this Notice of Intent to Award.</p> <p>The Procurement Division and the Public Works Department are recommending award to Norm's Towing.</p>			
<b>ATTACHMENTS</b> (List in order of attached)	Bid Tabulation, Award Memo	<b>NAME OF FUNDING SOURCE</b>	Blanket PO
<b>COST</b>	Estimated Annual \$53,873.00	<b>FUNDS VERIFIED</b>	Via requisition

MEMORANDUM

To: Chad Butzow, P.E., Public Works Interim Director  
From: Theresa Webb, Procurement Official  
Through: George Earnest CPPB, Buyer  
Date: May 30, 2018  
Subject: Award Recommendation - No. 18-R68635GE Towing Services



Per your request, the Procurement Division issued ITB No. 18-R68635GE for Towing Services. After completing the due diligence review to confirm bidders met the minimum qualifications and submitted the required forms and documentation, a bid tabulation was completed. The lowest responsible, responsive bidder is Norm's Towing. Attached is a copy of the feedback from the firm's client references, the bid tabulation and the bid from the company for your review. Please provide your feedback on this recommendation to award to Norm's Towing by June 8, 2018.


- ☒ Recommendation approved.
- ☐ Recommendation not approved.

Comments:

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Chad Butzow, P.E., Public Works Interim Director 05/30/2018

Financial Management Department, Procurement Division  
1112 Manatee Ave. West  
Phone number: (941) 749-3043

BID TABULATION  
IFB #18-R068635GE, Towing Services

ITEM	DESCRIPTION	Norm's Towing, UNIT PRICE	ESTIMATED QUANTITY BY EACH	Norm's Towing, EXTENDED PRICE	Professional Towing, UNIT PRICE	Professional Towing, EXTENDED PRICE	Upman's Towing, UNIT PRICE	Upman's Towing, EXTENDED PRICE
1	Sedans/Trucks/Vans/Motor Carts/ATVs/Trailers/ Equipment up to ¾ ton: Trip Charge 1 to 10 miles	\$ 35.00	150	\$ 5,250.00	\$ 65.00	\$ 9,750.00	\$ 60.00	\$ 9,000.00
2	Trucks/Vans/Trailers/ Equipment thru 1.75 ton: Trip Charge 1 to 10 miles	\$ 75.00	30	\$ 2,250.00	\$ 75.00	\$ 2,250.00	\$ 125.00	\$ 3,750.00
3	Ambulances/Step Vans/Box Vans: Trip Charge 1 to 10 miles	\$ 75.00	30	\$ 2,250.00	\$ 125.00	\$ 3,750.00	\$ 385.00	\$ 11,550.00
4	Farm tractors without hydraulic attachments: Trip Charge 1 to 10 miles	\$ 85.00	10	\$ 850.00	\$ 100.00	\$ 1,000.00	\$ 385.00	\$ 3,850.00
5	Farm tractors with hydraulic attachments: Trip Charge 1 to 10 miles	\$ 110.00	10	\$ 1,100.00	\$ 125.00	\$ 1,250.00	\$ 385.00	\$ 3,850.00
6	Passenger buses to 20 feet: Trip Charge 1 to 10 miles	\$ 65.00	10	\$ 650.00	\$ 75.00	\$ 750.00	\$ 250.00	\$ 2,500.00
7	Passenger buses 21-28 feet: Trip Charge 1 to 10 miles	\$ 75.00	50	\$ 3,750.00	\$ 100.00	\$ 5,000.00	\$ 250.00	\$ 12,500.00
8	Passenger/school buses over 28 feet: Trip Charge 1 to 10 miles	\$ 125.00	50	\$ 6,250.00	\$ 125.00	\$ 6,250.00	\$ 385.00	\$ 19,250.00
9	Trucks/Vans/Trailers/Equipment 2 thru 5 tons: Trip Charge 1 to 10 miles	\$ 95.00	50	\$ 4,750.00	\$ 115.00	\$ 5,750.00	\$ 250.00	\$ 12,500.00
10	Trucks/Vans/Trailers/Equipment 5.25 thru 7.5 tons: Trip Charge 1 to 10 miles	\$ 95.00	50	\$ 4,750.00	\$ 125.00	\$ 6,250.00	\$ 385.00	\$ 19,250.00

BID TABULATION  
IFB #18-R068635GE, Towing Services

11	Trucks/Vans/Trailers/Equipment over 7.5 tons: Trip Charge 1 to 10 miles	\$ 125.00	50	\$ 6,250.00	\$ 150.00	\$ 7,500.00	\$ 385.00	\$ 19,250.00
12	Tractor trailer combo: Trip Charge 1 to 10 miles	\$ 125.00	5	\$ 625.00	\$ 175.00	\$ 875.00	\$ 385.00	\$ 1,925.00
13	Civic Center Stage, 36 Ft Trailer: Trip Charge 1 to 10 miles	\$ 95.00	1	\$ 95.00	\$ 125.00	\$ 125.00	\$ 385.00	\$ 385.00
14	Sedans/Trucks/Vans/Motor Carts/ATVs/Trailers/ Equipment up to ¾ ton: Trip Charge Over 10 miles	\$ 1.75	15	\$ 26.25	\$ 85.00	\$ 1,275.00	\$ 3.00	\$ 45.00

BID TABULATION  
IFB #18-R068635GE, Towing Services

ITEM	DESCRIPTION	Norm's	ESTIMATED QUANTITY	Norm's	Professional	Professional	Upman's	Upman's
15	Sedans/Trucks/Vans/Motor Carts/ATVs/Trailers/ Equipment up to ¾ ton: Cost to remove axle shaft	\$ 25.00	15	\$ 375.00	\$ 25.00	\$ 375.00	\$ -	\$ -
16	Sedans/Trucks/Vans/Motor Carts/ATVs/Trailers/ Equipment up to ¾ ton: Cost to remove drive shaft	\$ 25.00	15	\$ 375.00	\$ 25.00	\$ 375.00	\$ -	\$ -
17	Sedans/Trucks/Vans/Motor Carts/ATVs/Trailers/ Equipment up to ¾ ton: Hourly rate for additional services	\$ 50.00	10	\$ 500.00	\$ 55.00	\$ 550.00	\$ 75.00	\$ 750.00
18	Trucks/Vans/Trailers/ Equipment thru 1.75 ton: Trip Charge Over 10 miles	\$ 2.00	3	\$ 6.00	\$ 95.00	\$ 285.00	\$ 4.00	\$ 12.00
19	Trucks/Vans/Trailers/ Equipment thru 1.75 ton: Cost to remove axle shaft	\$ 35.00	3	\$ 105.00	\$ 25.00	\$ 75.00	\$ -	\$ -
20	Trucks/Vans/Trailers/ Equipment thru 1.75 ton: Cost to remove drive shaft	\$ 35.00	3	\$ 105.00	\$ 25.00	\$ 75.00	\$ -	\$ -
21	Trucks/Vans/Trailers/ Equipment thru 1.75 ton: Hourly rate for additional services	\$ 65.00	10	\$ 650.00	\$ 105.00	\$ 1,050.00	\$ 125.00	\$ 1,250.00
22	Ambulances/Step Vans/Box Vans: Trip Charge Over 10 miles	\$ 2.00	3	\$ 6.00	\$ 135.00	\$ 405.00	\$ 5.00	\$ 15.00
23	Ambulances/Step Vans/Box Vans: Cost to remove axle shaft	\$ 35.00	3	\$ 105.00	\$ 25.00	\$ 75.00	\$ -	\$ -

BID TABULATION  
IFB #18-R068635GE, Towing Services

24	Ambulances/Step Vans/Box Vans: Cost to remove drive shaft	\$ 35.00	3	\$ 105.00	\$ 25.00	\$ 75.00	\$ -	\$ -
25	Ambulances/Step Vans/Box Vans: Hourly rate for additional services	\$ 65.00	10	\$ 650.00	\$ 115.00	\$ 1,150.00	\$ 125.00	\$ 1,250.00
26	Farm tractors without hydraulic attachments: Trip Charge Over 10 miles	\$ 2.00	1	\$ 2.00	\$ 110.00	\$ 110.00	\$ 4.00	\$ 4.00
27	Farm tractors without hydraulic attachments: Cost to remove axle shaft	\$ -	1	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -



BID TABULATION  
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ITEM	DESCRIPTION	Norm's	ESTIMATED QUANTITY	Norm's	Professional	Professional	Upman's	Upman's
28	Farm tractors without hydraulic attachments: Cost to remove drive shaft	\$ -	1	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -
29	Farm tractors without hydraulic attachments: Hourly rate for additional services	\$ 85.00	10	\$ 850.00	\$ 125.00	\$ 1,250.00	\$ 175.00	\$ 1,750.00
30	Farm tractors with hydraulic attachments: Trip Charge Over 10 miles	\$ 2.00	1	\$ 2.00	\$ 135.00	\$ 135.00	\$ 4.00	\$ 4.00
31	Farm tractors with hydraulic attachments: Cost to remove axle shaft	\$ -	1	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -
32	Farm tractors with hydraulic attachments: Cost to remove drive shaft	\$ -	1	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -
33	Farm tractors with hydraulic attachments: Hourly rate for additional services	\$ 85.00	10	\$ 850.00	\$ 125.00	\$ 1,250.00	\$ 385.00	\$ 3,850.00
34	Passenger buses to 20 feet: Trip Charge Over 10 miles	\$ 2.00	1	\$ 2.00	\$ 85.00	\$ 85.00	\$ 4.00	\$ 4.00
35	Passenger buses to 20 feet: Cost to remove axle shaft	\$ 35.00	1	\$ 35.00	\$ 25.00	\$ 25.00	\$ -	\$ -
36	Passenger buses to 20 feet: Cost to remove drive shaft	\$ 35.00	1	\$ 35.00	\$ 25.00	\$ 25.00	\$ -	\$ -
37	Passenger buses to 20 feet: Hourly rate for additional services	\$ 65.00	10	\$ 650.00	\$ 75.00	\$ 750.00	\$ 175.00	\$ 1,750.00
38	Passenger buses 21-28 feet: Trip Charge Over 10 miles	\$ 2.00	5	\$ 10.00	\$ 110.00	\$ 550.00	\$ 4.00	\$ 20.00
39	Passenger buses 21-28 feet: Cost to remove axle shaft	\$ 35.00	5	\$ 175.00	\$ 25.00	\$ 125.00	\$ -	\$ -
40	Passenger buses 21-28 feet: Cost to remove drive shaft	\$ 45.00	5	\$ 225.00	\$ 25.00	\$ 125.00	\$ -	\$ -

BID TABULATION  
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41	Passenger buses 21-28 feet: Hourly rate for additional services	\$ 80.00	10	\$ 800.00	\$ 110.00	\$ 1,100.00	\$ 175.00	\$ 1,750.00
42	Passenger/school buses over 28 feet: Trip Charge Over 10 miles	\$ 2.75	5	\$ 13.75	\$ 135.00	\$ 675.00	\$ 4.00	\$ 20.00



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ITEM	DESCRIPTION	Norm's	ESTIMATED QUANTITY	Norm's	Professional	Professional	Upman's	Upman's
43	Passenger/school buses over 28 feet: Cost to remove axle shaft	\$ 35.00	5	\$ 175.00	\$ 25.00	\$ 125.00	\$ -	\$ -
44	Passenger/school buses over 28 feet: Cost to remove drive shaft	\$ 50.00	5	\$ 250.00	\$ 25.00	\$ 125.00	\$ -	\$ -
45	Passenger/school buses over 28 feet: Hourly rate for additional services	\$ 90.00	10	\$ 900.00	\$ 125.00	\$ 1,250.00	\$ 175.00	\$ 1,750.00
46	Trucks/Vans/Trailers/Equipment 2 thru 5 tons: Trip Charge Over 10 miles	\$ 2.50	5	\$ 12.50	\$ 135.00	\$ 675.00	\$ 4.00	\$ 20.00
47	Trucks/Vans/Trailers/Equipment 2 thru 5 tons: Cost to remove axle shaft	\$ 35.00	5	\$ 175.00	\$ 25.00	\$ 125.00	\$ -	\$ -
48	Trucks/Vans/Trailers/Equipment 2 thru 5 tons: Cost to remove drive shaft	\$ 65.00	5	\$ 325.00	\$ 25.00	\$ 125.00	\$ -	\$ -
49	Trucks/Vans/Trailers/Equipment 2 thru 5 tons: Hourly rate for additional services	\$ 110.00	10	\$ 1,100.00	\$ 75.00	\$ 750.00	\$ 250.00	\$ 2,500.00
50	Trucks/Vans/Trailers/Equipment 5.25 thru 7.5 tons: Trip Charge Over 10 miles	\$ 2.50	2	\$ 5.00	\$ 135.00	\$ 270.00	\$ 385.00	\$ 770.00
51	Trucks/Vans/Trailers/Equipment 5.25 thru 7.5 tons: Cost to remove axle shaft	\$ 35.00	2	\$ 70.00	\$ 25.00	\$ 50.00	\$ -	\$ -
52	Trucks/Vans/Trailers/Equipment 5.25 thru 7.5 tons: Cost to remove drive shaft	\$ 60.00	2	\$ 120.00	\$ 25.00	\$ 50.00	\$ -	\$ -
53	Trucks/Vans/Trailers/Equipment 5.25 thru 7.5 tons: Hourly rate for additional services	\$ 110.00	10	\$ 1,100.00	\$ 100.00	\$ 1,000.00	\$ 385.00	\$ 3,850.00

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54	Trucks/Vans/Trailers/Equipment over 7.5 tons: Trip Charge Over 10 miles	\$ 2.50	2	\$ 5.00	\$ 160.00	\$ 320.00	\$ 5.00	\$ 10.00
55	Trucks/Vans/Trailers/Equipment over 7.5 tons: Cost to remove axle shaft	\$ 35.00	2	\$ 70.00	\$ 25.00	\$ 50.00	\$ -	\$ -
56	Trucks/Vans/Trailers/Equipment over 7.5 tons: Cost to remove drive shaft	\$ 60.00	2	\$ 120.00	\$ 25.00	\$ 50.00	\$ -	\$ -

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ITEM	DESCRIPTION	Norm's	ESTIMATED QUANTITY	Norm's	Professional	Professional	Upman's	Upman's
57	Trucks/Vans/Trailers/Equipment over 7.5 tons: Hourly rate for additional services	\$ 110.00	10	\$ 1,100.00	\$ 150.00	\$ 1,500.00	\$ 385.00	\$ 3,850.00
58	Tractor trailer combo: Trip Charge Over 10 miles	\$ 2.50	1	\$ 2.50	\$ 185.00	\$ 185.00	\$ 5.00	\$ 5.00
59	Tractor trailer combo: Cost to remove axle shaft	\$ 35.00	1	\$ 35.00	\$ 25.00	\$ 25.00	\$ -	\$ -
60	Tractor trailer combo: Cost to remove drive shaft	\$ 60.00	1	\$ 60.00	\$ 25.00	\$ 25.00	\$ -	\$ -
61	Tractor trailer combo: Hourly rate for additional services	\$ 110.00	10	\$ 1,100.00	\$ 150.00	\$ 1,500.00	\$ 175.00	\$ 1,750.00
62	Civic Center Stage, 36 Ft Trailer: Trip Charge Over 10 miles	\$ 90.00	1	\$ 90.00	\$ 135.00	\$ 135.00	\$ 4.00	\$ 4.00
63	Civic Center Stage, 36 Ft Trailer: Cost to remove axle shaft	\$ -	1	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -
64	Civic Center Stage, 36 Ft Trailer: Cost to remove drive shaft	\$ -	1	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -
65	Civic Center Stage, 36 Ft Trailer: Hourly rate for additional services	\$ 90.00	10	\$ 900.00	\$ 125.00	\$ 1,250.00	\$ 175.00	\$ 1,750.00
66	On-site Standby for Lowboy #1 Trailer transport (two hour minimum)	\$ 90.00	2	\$ 180.00	\$ 105.00	\$ 210.00	\$ 85.00	\$ 170.00
67	On-site Standby for Lowboy #2 Trailer transport (two hour minimum)	\$ 100.00	2	\$ 200.00	\$ 115.00	\$ 230.00	\$ 85.00	\$ 170.00
68	On-site Standby for Lowboy #3 Trailer transport (two hour minimum)	\$ 150.00	2	\$ 300.00	\$ 125.00	\$ 250.00	\$ 85.00	\$ 170.00
<b>TOTAL BID PRICE:</b>			Norm's	\$ 53,873.00	Professional	\$ 72,895.00	Upman's	\$ 148,803.00