



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT**

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Trisha Tillotson, Agency Director

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

**NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo**

MEETING DATE: December 13, 2022

TO: Board of Supervisors

FROM: **Kelsey Hess, Acting Code and Cannabis Compliance Director**

SUBJECT: Resolution approving and authorizing execution of a Professional Services Contract between the County of Nevada and Celestial Valley Towing (CVT), for Abandoned Vehicle Abatement(AVA) Program and Nuisance Property Abatement Services for the period January 1, 2023 through June 30, 2024 in the amount not to exceed \$152,500 and the option to renew the Contract for up to two (2) additional one (1) year periods and authorizing the Auditor Controller to encumber the contract.

RECOMMENDATION: Adopt the Resolution

FUNDING: There is no impact to the General Fund. Sufficient funds for the contract expense are included in the Code Compliance and Nuisance Abatement budgets. A combination of funding for this project consists of \$52,500 from the Code Compliance budget and \$100,000 from the Nuisance Abatement budget.

BACKGROUND:

The Community Development Agency- Code and Cannabis Compliance Department (Department) is responsible to oversee vehicle towing services for removal of public nuisances including abandoned, wrecked, dismantled, or inoperable vehicles and related roadside services on an as-needed basis. Vehicles can range in size and type from passenger vehicles, Sport Utility Vehicles (SUVs), and pick-up trucks to full size transit buses, trailers, watercraft vessels, heavy equipment, and Recreational Vehicles (RVs).

The Department enlisted the Purchasing Division to assist in the development of Invitation to Bid (IFB) No. 163782 for Abandoned Vehicle Abatement Towing Services. The IFB was posted on the County's ePurchasing website inviting interested vendors to participate in responding to the solicitation. Notifications were emailed to thirteen firms. Seven firms accessed the documents and proposals were received from three firms, All American Towing Transport Inc.,

of Auburn, CA; Triple M Towing Inc., of Grass Valley, CA and Celestial Valley Towing (CVT) of Grass Valley, CA.

The Bids were evaluated by line item pricing for on hook fees, disposal fees and fuel mileage rates. Celestial Valley Towing (CVT) was determined to be the lowest priced firm for these services and has the appropriate licensing and certification for hauling and disposal.

In addition, the Department is required to enforce code complaints for nuisance properties. This abatement work often requires similar type of work as the AVA Towing services including hauling and disposing of dilapidate vehicles, RV, trailers, boats, household rubbish, debris, tires, vehicle parts, appliances, water heaters, used carpet, home building materials, toys, various types of furniture, containers, clothing, solid waste, books etc.

The procedures required by the County to abate a nuisance property involves many steps and legal hearings. Once all required steps to abate the nuisance have been executed, the Purchasing Division must solicit informal bids to procure the necessary services.

The vendor community for this type of work is extremely limited and past solicitations have proven to be ineffective for County efforts. CVT also has the expertise and experience to provide these abatement and disposal services.

Purchasing Policy section 4.5(M) authorizes the Purchasing Agent to forego the competitive process for services if the solicitation does not produce any advantage to the County. In addition, Purchasing Policy section 7.1(B) states Board approval is required to award a contract over \$50,000.

Therefore, your approval is required to award a Contract to Celestial Valley Towing (CVT) of Grass Valley, CA for AVA Towing and Nuisance Abatement Services for an initial 17-month term beginning January 1, 2023 through June 30, 2024 in the amount not to exceed \$152,500. In addition, your approval is required to authorize future renewals of the Contract up to two (2) additional one (1) year terms so long as the Contract does not exceed a 10% increase.

Item Initiated by: Brian Rhodes
Approved by: Kelsey Hess
Submittal Date: November 28, 2022