



# CITY of NOVI CITY COUNCIL

[www.cityofnovi.org](http://www.cityofnovi.org)

**Agenda Item E**  
**June 4, 2007**

**SUBJECT:** Approval to extend the Towing Contract for one (1) twelve (12) month period, 2<sup>nd</sup> renewal, at the current pricing under the same terms and conditions with Keford Collision and Varsity Towing.

**SUBMITTING DEPARTMENT:** Police

**CITY MANAGER APPROVAL:** 

<b>EXPENDITURE REQUIRED</b>	N/A
<b>AMOUNT BUDGETED</b>	N/A
<b>APPROPRIATION REQUIRED</b>	N/A
<b>LINE ITEM NUMBER</b>	N/A

**BACKGROUND INFORMATION:** This contract is provided as a service to the community when the need for a wrecker is required. There is no expenditure required by the City. The contract functions on a rotating basis between the two (2) contracted companies, Keford Collision and Varsity Towing. The contract is based on the pricing in the original bid of 3-21-05.

**RECOMMENDED ACTION:** Approval to extend the Towing Contract for one (1) twelve (12) month period, 2<sup>nd</sup> renewal, at the current pricing under the same terms and conditions with Keford Collision and Varsity Towing.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Gatt				
Council Member Margolis				

	1	2	Y	N
Council Member Mutch				
Council Member Nagy				
Council Member Paul				



www.novipolice.org

**NOVI POLICE  
DEPARTMENT**

**David E. Molloy**  
*Chief of Police*

**Thomas C. Lindberg**  
*Deputy Chief*

Administration  
(248) 347-0504  
(248) 347-0590 Fax

Communications  
(248) 347-0575  
(248) 347-0526 Fax  
(248) 348-7199 TDD

Investigations  
(248) 347-0530  
(248) 347-0570 Fax

Records  
(248) 347-0510  
(248) 347-0570 Fax

Uniform Patrol  
(248) 348-7100  
(248) 347-0526 Fax

45125 W. Ten Mile  
Novi, MI 48375  
(248) 348-7100  
(248) 347-0570 Fax

**MEMORANDUM**

TO: Carol Kalinovik  
Purchasing Director

FROM: David E. Molloy *DEM*  
Chief of Police

DATE: May 22, 2007

SUBJECT: Towing Contract Renewal

The Police Department's records reflect the Towing Services contracts between the City of Novi, Varsity Towing and Keford's Novi Towing are due to expire within the next few weeks. The contract contains a provision for an additional one year renewal at current contract prices/rates.

This memorandum shall serve as notice of the Police Department's willingness to renew the contract with both companies for one additional year. This is the second renewal of this contract which will expire in 2008.

Please contact me if you have any questions or concerns.



**CITY OF NOVI  
Towing Services  
Proposal Form**

City of Novi  
Carol J. Kalinovik  
Purchasing Official  
45175 W. Ten Mile Road  
Novi MI 48375

We the undersigned as bidder, agree to furnish towing services to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following prices:

**Towing Services**

**PRIVATE VEHICLES**

**CONTRACT PRICE**

1. Towing of Vehicles 5,000 GVW and less	\$ 50
2. Towing of Vehicles 5,000 GVW to 10,000 GVW	\$ 60
3. Towing of Vehicles 10,000 GVW and up	\$ 75
4. Storage per day to commence after 24 hours of impoundment:	
Inside storage	\$ 15
Outside storage	\$ 10
5. Extra Charge for Dollies	\$ 20
6. Extra Charge for Disconnecting Linkages	\$ 10
7. Extra Charge for Winching (off roadway)	\$ 75
8. Motorcycles	\$ 65
9. Lockouts	\$ 45
10. Tire Change	\$ 45

- 11. Gas Pickup \$ 45
- 12. Per Hour Labor Charge / Extra Service \$ 50/hour

CITY OWNED VEHICLES

CONTRACT PRICE

- 1. Towing of Vehicles 5,000 GVW and less \$ 0
- 2. Towing of Vehicles 5,000 GVW to 10,000 GVW \$ 0
- 3. Towing of Vehicles 10,000 GVW and up \$ 0

**NOTE:** Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

Vehicles ordered held by the Police or Fire Department for investigation of, but not limited to arson, fatal accidents, forfeitures, will be handled as follows: One (1) day storage fee to registered owner of the vehicle and no additional fee to the City of Novi. The vehicle will be held indefinitely until the investigation and court cases have been completed.

Company Name: Varsity Towing, Inc

Address: 48600 W. 12 Mile Road

City: Wixom State: MI Zip: 48393

Agent's Name: MICHAEL STANFORD  
(please type or print)

Agent's Title: C.E.O.  
(please type or print)

Agent's Signature: 

Telephone No.: 248 305-5300 Fax No. 248 305-8189

Date: 2/15/05

**NOTE ANY DEVIATIONS:**

ORIGINAL

CITY OF NOVI  
Towing Services  
Proposal Form

City of Novi  
Carol J. Kalinovik  
Purchasing Official  
45175 W. Ten Mile Road  
Novi MI 48375

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7. Extra Charge for Winching (off roadway)	\$ 75
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10. Tire Change	\$ 45

ORIGINAL

- 11. Gas Pickup \$ 45
- 12. Per Hour Labor Charge / Extra Service \$ 50/hour

CITY OWNED VEHICLES

CONTRACT PRICE

- 1. Towing of Vehicles 5,000 GVW and less \$ 0
- 2. Towing of Vehicles 5,000 GVW to 10,000 GVW \$ 0
- 3. Towing of Vehicles 10,000 GVW and up \$ 0

**NOTE:** Second time tows between the Novi Police facility and storage yard, or additional tows within storage yard will be at the contractor's expense.

Vehicles ordered held by the Police or Fire Department for investigation of, but not limited to arson, fatal accidents, forfeitures, will be handled as follows: One (1) day storage fee to registered owner of the vehicle and no additional fee to the City of Novi. The vehicle will be held indefinitely until the investigation and court cases have been completed.

Company Name: Kefer's Novi Towing, Inc.

Address: 35586 GRAND RIVER AVENUE

City: Novi State: MI Zip: 48375

Agent's Name: THOMAS D. HERRINGTON  
(please type or print)

Agent's Title: PRESIDENT  
(please type or print)

Agent's Signature: Thomas D. Herrington

Telephone No.: 248-478-7815 Fax No. 248-478-0520

Date: 2/15/05

NOTE ANY DEVIATIONS:



# VARSIITY TOWING

SUPPORTER OF MADD / DARE

May 10, 2007

Novi City Purchasing  
Attn: Carol Kalanovik  
Fax: 248 735-5682

Dear Carol,

As per our conversation of Thursday, May 10, 2007, I would like to take this opportunity to whole-heartedly accept the towing contract continuation with all previous pricing and stipulations.

It has been a great pleasure to work with the Novi Police Department and it is my fervent hope that the relationship between us continues to flourish.

Should you require anything further please feel free to let me know.

Sincerely yours,



Tamara J. Martin/President

# **KEFORD'S NOVI TOWING, INC.**

**39586 GRAND RIVER AVENUE NOVI 48375 248-478-2380**

**City of Novi  
45175 W. 10 Mile Rd.  
Novi, MI 48375**

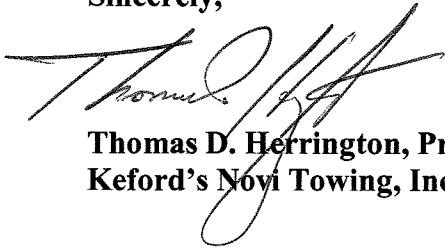
## **Purchasing Department**

**Attention: Carol Kalinovek**

**Dear Carol,**

**In regards to the Towing Contract renewal for 2007-2008, Keford's Novi Towing, Inc. agrees to the present pricing structure and terms. We look foreword to our 15<sup>th</sup> year servicing the Towing Contract for the City of Novi. We appreciate the opportunity to serve the Novi Community.**

**Sincerely,**



**Thomas D. Herrington, President  
Keford's Novi Towing, Inc.**