



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Director of Purchasing
and Contract Compliance

FROM: Joseph Davis, Director, DREAM *JD*

DATE: January 29, 2021

SUBJECT: **Recommendation Award - #20ITB126371C-C**
Towing and Wrecker Services for County Fleet

RECOMMENDATION: We are requesting approval to recommend the lowest responsible bidder, Bid#20ITB126371C-CG Towing and Wrecker Services for County fleet in the total amount of \$40,000 with S&W Services of Atlanta Inc. (Atlanta, GA) to provide towing and wrecker services for County fleet. Effective dates: from January 1, 2021 through December 31, 2021, with two renewal options.

DISCUSSION: The County received and evaluated only one response and responsible bid to the solicitation. S&W Services of Atlanta Inc. submitted the only one responsible and responsive bid to the Bid #20ITB126371C-CG. The department recommends this vendor to see the reference list and their all three excellent evaluation letters from local government agency and business entity.

If you require additional information, contact Sang Kim, Contracting Officer at ext. 26127.

ATTACHMENT: Bid Tabulation Sheet

cc: Michael Ross, Administrator, DREAM
Anthony Spencer, Division Manager of County Fleet, DREAM
Mark Hawks, CAPA, Team C, Purchasing & Contract Compliance
Consuela Glass, APA, Team C, Purchasing & Contract Compliance
Harry Jordan, Contract Management Administrator, Purchasing/DREAM
Sang Gon Kim, Contracting Officer, Purchasing/DREAM