

TOWING BOARD OF REVIEW MEETING

via
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Thursday September 17, 2020

1:30pm to 2:30pm

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AGENDA

1. Call to Order
2. Board Action: Approval of Agenda (2 minutes)
3. Public Comment (3 minutes)
4. Towing Program Planning Updates (15 minutes)
5. Action Item: Vote on Proposed Contract Amendment for Agency Contract; extension (20 minutes)
6. Action Item: Vote on Proposed Contract Amendment for Abandoned Auto Contract; extension (20 minutes)
7. Adjourn

PBOT

PORTLAND BUREAU OF TRANSPORTATION

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Chloe Eudaly Commissioner **Chris Warner** Director

Date: September 11, 2020

To: Towing Board of Review and Tow Partners

From: Patrick Kramer, Towing Coordinator

Re: Next Steps: Towing Contracts- Current and Upcoming

First, I would like to express my gratitude for your professionalism and patience as we work through these unprecedented circumstances due to the COVID-19 pandemic.

It has been necessary to readjust the timeline for several important items relevant to our tow contracts. These items include 1) Solicitation for the Agency Tow Contract, 2) Solicitation for the Abandoned Auto contract, 3) Transitioning the Tow Board to an Advisory Committee, and 4) Transitioning law enforcement agencies (LEA) to AutoReturn. As we all highly anticipate the release of the new contract solicitation and these other items, I would like to lay out the plan on how we get there from here:

Agency Tow Contract and Abandoned Auto Contract Solicitation

- September 17, 2020: Tow Board vote to amend current Contract to extend
- September 17, 2020: Tow Board vote to amend Current Abandoned Auto Contract to extend
- October-December 2020: Meet with Tow Partners to receive feedback on proposed changes to next contract.
- January 2021: Tow Board Meeting to vote on proposed contract for solicitation.
- January 2021: Forward contract to city of Portland Procurement to issue a Request for Qualifications (RFQ).
- April 2021: Scoring of responses to RFQ.
- May 2021: Announcing of qualified towers for the new contract
- June 2021: New contract signing

Tow Board Transition to Advisory Committee

- January 2021: Present Portland City Code 3.98 change to City Council for their approval.
- February 2021: Solicit Committee representative positions
- March 2021: Mayor approval for Tow Board Representatives



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- May 2021: First meeting as Advisory Committee

Transition of LEA (MCSO, PPB and Port Police) to AutoReturn

- October 2020: PPB Computer Aided Dispatch (CAD) vendor finish Application Programming Interface (API) to connect their CAD system to AutoReturn.
- November 2020: LEA Training on AutoReturn
- December 2020: AutoReturn Go Live for LEA