

ATTACHMENT C

IN-HOUSE TOWING FUNCTION ANALYSIS

As requested, following is an analysis of the requirements and projected costs of an in-house towing operation for non-consensual Police and Parking Department initiated tows.

While the City is able to hire staff and purchase equipment to operate a successful towing program, the challenge lies in providing a storage location that meets zoning requirements and resident acceptance and is adequate in size to accommodate a towing operation. A survey of parking facilities reveals possible locations in two (2) garages for towed vehicle storage, however a maximum of approximately 35 spaces were identified. Clearance and garage layout are the main obstacles restricting the use of garages. Regarding parking lots, the larger lots are located in locations not desirable for a towing operation. Some of the smaller lots face the same concern and others are too small to accommodate a towing operation. This analysis may prove useful when or if the City constructs a parking facility that can accommodate an in-house towing operation.

Assumptions:

- Daily Parking average towed vehicles of 60 vehicles. This number is based on pre-covid, 13-month average.
- PD towed vehicles would be towed to PD facility unless otherwise requested.
- Towed vehicles would be stored in the City for a minimum of 48 hours.
- After 48 hours vehicles may be removed to a facility outside the City but within Miami-Dade County.
- Solicitation for a towing contract to assume responsibility and tow vehicles to a Dade County location for unclaimed or abandoned vehicles or as directed by the City.
- Operation would be staffed by full-time City employees.
- City tow trucks would be maintained by the City's Fleet Division.

Staffing:

- 14 full-time tow truck drivers
- Five (5) full-time supervisors
- 1 full-time administrative position

Coverage:

- Four (4) tow truck drivers during day and afternoon shifts
- Two (2) tow truck drivers during midnight shift
- One (1) supervisor, with during day and afternoon shifts
- Two (2) tow truck drivers the ability to tow per shift.

Equipment:

- Five (5) tow trucks to include 4 wreckers and a flatbed tow truck.
- Additional equipment including dollies.

- Approximately \$600K

Salaries & Operating Expenses:

- Tow truck drivers: \$43K (between a mechanic 1 and a parking enforcement specialist 1)
- Supervisor salary range between mechanic 2 and parking supervisor at \$50K
- Officer support AO III at \$42K
- Staffing \$894K plus 40% for fringe benefits totaling \$1,251,600.
- Operating expenses estimated \$178,800
- Total of \$1,430,400.

Revenue:

- Approximately 60 tows daily = 22K a year
- Cost to recuperate expenses would be approximately \$70 per tow with amortized cost of equipment over six years.

Please note that this analysis does not include the cost for storage of vehicles.