

File ID: 2026-00868

5/5/2026

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**[Contract Supplement] Towing and Roadside Services for Medium and Heavy-Duty Vehicles (over 8,500 pounds) [Published for 10-Day Review 04/24/2026]**

File ID: 2026-00868

**Location:** Citywide

**Recommendation:** Pass a **Motion** authorizing the City Manager or designee to execute Supplement No. 7 to Contract No. 2021-1379 with College Oak Road Solutions LLC dba College Oak Towing for towing and roadside services for medium- and heavy-duty vehicles (over 8,500 pounds), increasing the contract amount by \$400,000 for a revised total not-to-exceed amount of \$2,000,000.

**Contact:** Stacey Chatman, Program Specialist, (916) 808-6711, [schatman@cityofsacramento.org](mailto:schatman@cityofsacramento.org); Alison Kerstetter, Fleet Manager, (916) 808-1163, [akerstetter@cityofsacramento.org](mailto:akerstetter@cityofsacramento.org); Department of Public Works

**Presenter:** None

**Attachments:**

1-Description/Analysis

2-Contract Supplement No. 7

**Description/Analysis**

**Issue Detail:** The Department of Public Works, Fleet Management Division, routinely requires towing and roadside services for medium- and heavy-duty fleet vehicles. These services are used to transport vehicles to and from vendors for repair and to return disabled City vehicles from the field to the fleet maintenance shop.

The towing services are provided by a third-party vendor. In 2021, a contract was awarded to George Little Investments, Inc (now College Oak Road Solutions, LLC) dba College Oak Towing, through a Request for Bid (RFB) process for Towing and Roadside Services for Medium- and Heavy-Duty Vehicles. A supplemental agreement is needed to cover the anticipated towing and roadside service needs for the remainder of the contract period.

**Policy Considerations:** The recommendations in this report are in accordance with City Code Chapter 3.56.090, which states that all contracts involving an expenditure of \$250,00 or more require

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approval by City Council, and Sacramento City Code Section 4.040.020 and Council Rules of Procedure, Chapter 7, Section E.2.d which mandate that unless waived by two-thirds vote of the City Council, all labor agreements, and all agreements greater than \$1,000,000 shall be made available to the public at least ten (10) days prior to City Council action. This item was published for 10-day review in compliance with the City Code.

**Economic Impacts:** None.

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** No environmental review is necessary because the recommendations in this report involve the purchase of towing and roadside services and are not considered to be a project in accordance with Section 15378(b)(2) of the California Environmental Quality Act guidelines.

**Sustainability:** Not applicable.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** On October 8, 2021, the Department of Public Works, Fleet Management Division, issued a Request for Bid (RFB) for Towing and Roadside Services for Medium - and Heavy-Duty Vehicles in accordance with City Code Chapter 3.56. Two bids were received and evaluated based on the contractor's demonstrated ability to tow medium- and heavy-duty City vehicles, including public safety units, in a timely manner. The contract was awarded to George Little Investments, Inc. (now College Oak Road Solutions, LLC) dba College Oak Towing. Originally established for a one-year term, the agreement has been extended through supplemental contracts and currently runs through December 13, 2026, contingent upon satisfactory performance. The requested funding increase is necessary to cover anticipated towing and roadside service needs for the remainder of the current term and the maximum extended contract period.

**Financial Considerations:** Sufficient funds are available in the Department of Public Works, Fleet Management Division's Fiscal Year (FY) 2025/26 Approved Operating Budget (Fleet Fund, Fund 6501) to purchase towing and roadside service for light-duty vehicles through June 30, 2026. Purchases made after June 30, 2026, are subject to funding availability in the adopted budget of the applicable fiscal year.

**Local Business Enterprise (LBE):** College Oak Road Solutions, LLC dba College Oak Towing is an LBE.

# Contract Routing Sheet

Payment / Performance Bond Only

### General Routing Information

Department: Public Works Department

Contract Coordinator: Julie Baldovino Email: jaldovino@cityofsacramento.org

Effective Date: 12/14/2021 Expiration Date: 12/13/2026

Grant/Project Name: \_\_\_\_\_

Other Party: College Oak Road Solutions LLC dba College Oak Towing

Original Not to Exceed Amount: \$ 1,300,000.00

Assessor's Parcel Number(s): \_\_\_\_\_

Project Number: \_\_\_\_\_ Bid/RFP/RFP#: B22153311002

### Supplements/Addendums/Change Orders

Adjusted Amount of this Change (+/-): \$ 400,000.00 New Not to Exceed Amount: \$ 2,000,000.00

Change In Scope: No

Original Contract Number: 2021-1379 Supplement Number: 07

### Council Approval

Original Meeting Date: 12/14/21 Council File ID: 2021-01355

Supplement Meeting Date: 8/12/25 Council File ID: 2025-01388

### Processing Information

- Clerk's Office to Mail for Recording
- Return to Dept for Other Party Signature
- Real Estate
- Return to Dept for Recording
- Construction Related
- Additional Originals Attached – Return to Dept.

**Add notes/instructions, including any other contract or council file ID numbers related to this agreement:**

Council date for supplement 7 (current supplement) 5/5/26 File ID 2026-00868

**Signing Authority** - Department Directors up to \$100K; \$100K -\$250K City Manager or Assistant City Manager; \$250K+ Council Approval & Council Appointee or designee.

### Department Review and Routing

AB 339 Review Confirmation (if needed ) AB 339 Review not needed as this is procurement of goods

Sign \_\_\_\_\_

Sign \_\_\_\_\_

Sign \_\_\_\_\_

Sign \_\_\_\_\_

Sign \_\_\_\_\_

CONTRACT #: 2021-1379  
AMENDMENT #: 07  
CONTRACT NAME: Towing and Roadside Services-Med & Heavy Duty Vehicles  
NOT TO EXCEED AMOUNT (INCLUDING SUPPLEMENTS): \$2,000,000

DATE: 05/05/2026  
PROJECT: None  
SOLICITATION: B22153311002  
MOTION / DATE OR FILE ID: 05/05/2026 2026-00868

CITY OF SACRAMENTO

**CONTRACT AMENDMENT  
CHANGE IN NOT-TO-EXCEED AMOUNT**

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The City of Sacramento (“City”) and **COLLEGE OAK ROAD SOLUTIONS, LLC dba COLLEGE OAK TOWING** (“Contractor”), as parties to that certain contract designated as Contract Number **2021-1379**, including any and all prior amendments modifying the contract (the contract and all amendments are hereafter collectively referred to as the “Contract”), hereby amend the Contract as follows:

1. The maximum not-to-exceed amount that is specified in the Contract for payment of Contractor’s fees and expenses is **increased** by **\$400,000**, and the Contract’s maximum not-to-exceed amount is amended as follows:

Contract’s original not-to-exceed amount:	\$1,300,000
Net change by previous amendments:	\$ 300,000
Not-to-exceed amount prior to this amendment:	\$1,600,000
<b>Increase</b> by this amendment:	\$ 400,000
New not-to exceed amount including all amendments:	\$2,000,000

2. Contractor warrants and represents that the person or persons executing this contract amendment on behalf of Contractor is duly authorized by Contractor to sign this amendment and bind Contractor to the terms hereof.
3. Except as specifically revised herein, all terms and conditions of the Contract shall remain in full force and effect, and Contractor shall perform as required under the Contract, as modified by this amendment.

**[SIGNATURES ON FOLLOWING PAGE]**

**SUPPLEMENTAL CONTRACT**

**Approval Recommended By:**

\_\_\_\_\_  
Project Manager

**Approved By:**

*Douglas E. Nelson*  
\_\_\_\_\_  
Contractor

**Approved By:**

\_\_\_\_\_  
Ryan Moore, Assistant City Manager  
City of Sacramento

**Approved As To Form By:**

*Paul A. Gale*  
\_\_\_\_\_  
City Attorney

**Attest:**

\_\_\_\_\_  
City Clerk