COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Sam Massie, Purchasing Coordinator
Anderson Woolfolk, General Services Manager

CC: Christian Goodwin, County Administrator

DATE: October 24, 2025

RE: A Resolution to Approve and Award a Contract for Towing Services - Inoperable Vehicles

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I. Background:

a. Project Description

The County of Louisa is seeking qualified vendors to provide Towing Services - Inoperable Vehicles.

b. Need

It is the intent and purpose of this Request for Proposals (RFP) is to establish a contract with a towing company (herein referred to as the "Contractor") to remove vehicles which have been flagged under the County Ordinance, *Section 74-86 - Inoperative Vehicles*.

c. Project Budget

Funds for such services provided are included in the Community Development budget, and the County of Louisa intends to seek reimbursement from the property owners through the Legal Department.

d. Request for Proposals

On March 28, 2025, the County issued a Request for Proposals inviting qualified firms to submit proposals for Towing Services - Inoperable Vehicles.

e. The Selection Committee consisted of Sam Massie, Purchasing Coordinator; Christian Goodwin, County Administrator; Wanda Colvin, Deputy County Administrator; and Chris Coon, Deputy County Administrator.

II. Current Situation:

a. Proposals/Bids

Three (3) proposals were received by the closing date of April 10, 2025.

- G & A Auto Wrecker
- Mathews Towing and Recovery, LLC
- Soot Happens, LLC

b. Short Listed Firms

The selection committee reviewed and evaluated the proposals. Interviews with the following firms were conducted on May 1, 2025:

- G & A Auto Wrecker
- Mathews Towing and Recovery, LLC
- Soot Happens, LLC

c. Selected Firms

After careful consideration and negotiation, the selection committee determined that Mathews Towing and Recovery, LLC would be the most qualified firm to meet the needs of Louisa County.

d. Justification

Mathews Towing and Recovery, LLC was responsive and knowledgeable. They promptly relied to additional requests for information and pricing, and during the interview demonstrated that they had provided similar services for many years and were very familiar with the required operation.

III. Recommendation

The recommendation is for the Board of Supervisors to approve and award the contract for Towing Services – Inoperable Vehicles to Mathews Towing and Recovery, LLC for a period of one year beginning November 4, 2025, with two (2) optional one year renewals.