



Purchasing & Contracting Department

September 19, 2025

VIA E-MAIL: Johnnycortes@cortestowingsd.com

VIA Certified Mail: 7018 0040 0000 3094 1225

Mr. Johnny Cortes, President
Cortes Towing Enterprise, Inc. dba Cortes Towing
919 Hollister St.
San Diego, CA 92154

Reference: Request for Proposal (RFP) 10089894-23-V, Licensed Towing &
Licensed Impound Services

Dear Mr. Cortes:

Subject: Suspension of Services

On February 10, 2023, the City of San Diego (City) issued the referenced RFP for Licensed Towing & Licensed Impound Services. The City determined Cortes Towing and Enterprise, Inc dba Cortes Towing submitted a successful proposal and awarded Cortes Towing Enterprise Inc. dba Cortes Towing a Contract effective July 31, 2023.

The Contract incorporates by reference the City's General Terms and Provisions. Specifically, section 4.1 states that the City, "may suspend all or any portion of Contractor's performance under this Contract at its sole option and for its convenience for a reasonable period of time not to exceed six (6) months. City must first give ten (10) days' written notice to Contractor of such suspension".

The City has determined that the Contractor has not fulfilled the requirements outlined in Attachment A – SDPD Managed Towing Operational Manual, Section VIII: Additional Performance Requirements for LIPS (LIPs Only), Subsection M: Pass-through Payments. The attachment identifies unpaid invoices totaling \$279,047.25. Accordingly, this letter serves as formal notice that the City is suspending the contract effective September 29, 2025. The suspension will remain in effect through December 31, 2025. During this period, Cortes Towing and Enterprise, Inc. dba Cortes Towing shall not perform any services under the subject contract.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Abarca".

Claudia C. Abarca
Director, Purchasing and Contracting

1200 Third Ave, Suite 200, MS 56P
San Diego, CA 92101

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Mr. Johnny Cortes, President

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cc: Eric Miller, Sergeant, Police Department
Fanela Catapia, Deputy Director, Purchasing & Contracting
Vanessa Delgado, Procurement Program Manager, Purchasing & Contracting
Christian Silva, Program Manager, Purchasing & Contracting
William Eames III, Supv. Procurement Contracting Officer, Purchasing and Contracting
Alex Navarro, Supervising Compliance Officer, Equal Opportunity Contracting Program
Janely Villanueva Benitez, Associate Compliance Officer, Purchasing & Contracting