

Request for Qualifications **Addendum #1**

Vehicle Towing and Storage Services

For

The City of Grand Terrace



KEY RFQ DATES:

- Issuance of RFQ by City Monday, August 15, 2016
- Deadline Questions/Clarification Requests Monday, August 22, 2016 (5:00 p.m.)
- **Issuance of Addendum #1** **Thursday, August 25, 2016**
- Deadline for Submitting Complete Qualifications Tuesday, August 30, 2016 (4:00 p.m.)
- Site Inspection of Towing Facilities Wednesday, August 31, 2016
- Presentation to City Council for Final Approval Tuesday, September 13, 2016

VEHICLE TOWING AND STORAGE SERVICES

Request for Qualifications

(ADDENDUM #1)

The City of Grand Terrace is hereby issuing Addendum No. 1 to the above referenced Request for Qualifications. Prospective vendors are reminded that they are to acknowledge receipt of all Addenda using the Addenda Acknowledgment form included in this Addendum #1.

PLEASE NOTE THAT THE DATE AND TIME FOR THE DELIVERY OF QUALIFICATIONS HAS NOT BEEN CHANGED. QUALIFICATIONS ARE DUE TUESDAY, AUGUST 30, 2016 by 4:00 PM.

THE PURPOSE OF THIS ADDENDUM IS AS FOLLOWS:

Provide response to vendors regarding the Request for Qualifications.

RESPONSE TO QUESTION(S) RECEIVED FROM VENDOR(S):

Q1 – What is the monthly average of vehicles towed within the City?

A1 - N/A

Q1 – What percentage of the vehicles towed are owner's request vs. impound?

A1 - N/A

Q1 – Will the selected tow service provider have first tow opportunity should the customer elect to use their personal tow club benefits (AAA & etc)?

A1 - Vehicle will be towed by City's request not vehicle owner.

Q1 – Will there be a financial consideration for a base franchise fee in addition to the percentage specified?

A1 - At this time, the City has set a 10% franchise rate. The City may choose to adopt a base franchise fee in the future.

Q1 – Does the franchise fee apply on tows that are uncollected?

A1 - The franchise fee applies to all vehicles that are towed regardless to if fees are collected.

Q1 – What would be the most desired criteria of the successful candidate (fleet size, heavy capacity, unique towing capability)?

A1 - All desired criteria are outlined in the RFQ.

Q1 – *When release request is made between 7 p.m. and 12 a.m. one day storage fee shall be waived providing such release occurs within the mandatory release hours (8 a.m. to 5 p.m.) of the following day? Can you clarify this for me please? Above this exception states after the first hour of vehicle being in facility one day storage can be charged within the first 24 hours. It is a little confusing.*

A1 - *The “Exceptions Section” on pages 4-5 of the RFQ has been changed to read as follows:*

Exceptions:

- *When a release request is made within the first “hour of storage”, the storage fee shall be waived.*
- *When a release request is made within 24 hours, only one day’s storage shall be charged regardless of the calendar date.*

Q1 – *Exhibit A (page 15) is asking for the dates that this agreement would be valid. I do not see a place in the packet that would show the dates. Would it still be July 1 to June 30?*

A1 - *In the Introduction Section (I), the RFQ states that the Agreement “will be for an initial three-year term with 2 City-held options to extend...for two (2) one year extension terms.”*

ADDENDA ACKNOWLEDGMENT

The undersigned acknowledges receipt of the following ADDENDA and the cost if any, of such revisions have been included in the TOTAL PRICE FOR SERVICES.

ADDENDUM NO. _____, DATED _____

Name of Bidder _____

Address _____

State License No. _____ Telephone No. _____

By: _____

Signature

Title

Date the _____ day of _____, _____