



February 22, 2023

The purpose of this addendum is to modify the RFP documents only to the extent indicated herein. All other areas not changed or otherwise modified by other addenda shall remain in full force and effect. This addendum is hereby made an integral part of the original Project Documents.

The following revisions have been made to the RFP.

1. The requirements for indoor and outside storage facilities have been updated to reflect and clarify the requirements for each. Section 3.10 Vehicle Storage and Business Office:

2. Indoor Storage Facilities

Facilities shall be capable of accommodating vehicles to be stored as follows:

- a. All storage areas shall be constructed and maintained such that access to stored vehicles is limited to the contractor's employees, City employees, and permittees of contractor or City.
- b. All streets and places adjacent to such facilities shall be kept clear of vehicles that are in the custody of the contractor.
- c. If contractor's storage facilities are filled to capacity, contractor may remove vehicles held longer than forty-eight (48) hours, excluding holidays and weekends, to the facilities of another towing company with equivalent storage facilities within the Albany city limits. Such towing of vehicles shall not be subject to change and contractor shall notify City of the vehicles' new location within one (1) hour of moving it.
- d. Contractor shall maintain an alarm system that utilizes a dispatched reporting system to law enforcement.

3. Outside Storage

- a. Contractor shall maintain a minimum of 15 full-size passenger car spaces and may be required to provide for extra room for semi-trucks and trailers if towed pursuant to this contract.
- b. Contractor shall maintain an alarm system that utilizes a dispatched reporting system to law enforcement.
- c. Storage facility shall be well-lit and fenced.

2. Section 3.12 Release of Vehicles from Storage Locations added the following:

City is not responsible for payment of Lien Charges assessed to owners of impounded vehicles.

3. An additional requirement was added to Section 4.6.c and 5.3.c.

Mandatory Submittal Requirements – Management Letter

Include a copy of any agreements with subcontractors or other towing vehicle providers that Proposer may jointly be providing services to the City.

Evaluation Criteria - Management letter

Included a copy of any agreements with subcontractors or other towing vehicle providers to jointly provide services to the City.

4. The Cost Proposal removed the request for information regarding Lien cost and modified the Units of Measure for Items 1, 3, 4, 5, and 6.

~~Provide a cost for vehicles liened and describe the method used to determine the fee.~~

5. Exhibit A – Cost Proposal was revised as follows:

| Item | Description | Unit of Measure | Unit Cost (U.S. Dollars) |
|------|---|-----------------|--------------------------|
| 1 | Towing: passenger cars, motorcycles, and pickups without campers and all other vehicles rated up to one ton | Per Each | \$ |
| 2 | Towing: recreational vehicles (RVs), travel trailers, toy haulers | Per Each | \$ |
| 3 | Towing: Vehicles rated at over one ton , whether loaded or unloaded, and vehicles with campers | Per Hour | \$ |
| 4 | Towing: Vehicles rates at more than two tons, whether loaded or unloaded: Price includes towing of truck only | Per Hour | \$ |
| 5 | Towing: Semi trucks (triple semi length), fire engines and apparatus, transit buses, and Vactor/vacuum trucks | Per Hour | \$ |
| 6 | Towing: Heavy Oversized Equipment, trackhoes, backhoes | Per Hour | \$ |
| 7 | Disposal of abandoned, unclaimed, and/or hazardous recreation vehicles, travel trailers, toy haulers | Per Each | \$ |
| 8 | Dolly Use | Per Each | \$ |

| | | | |
|--|--|---------------------|-----------|
| 9 | Recovery Rate – Charged in ¼ hour intervals after the first ½ hour | Per ¼ Hour | \$ |
| 10 | Asbestos Abatement/Removal – if needed with abandoned RVs | Per Each | \$ |
| 11 | Outdoor Storage (based on any part of a 24-hour calendar day) | Per Day | \$ |
| 12 | Indoor Storage (at request of APD based on any part of a 24-hour calendar day) | Per Day | \$ |
| 13 | After-Hours Release | Per Each | \$ |
| 14 | Lien Costs | Per Each | |
| 15 | Other Fees/Costs | | \$ |
| Total of Unit Rates for Items 1-6 | | | \$ |

Provide only a single rate per item.

Scoring shall be applied to Items 1-6 on the Cost Proposal form and will be based upon the percentage of the Proposed Cost as compared to the Lowest Proposer’s Cost per Item using the following formula: *lowest cost of all Proposers X cost points possible = cost score*

Cost Proposal will be scored and evaluated based on Items 1-6 with weighted scores added together.

Describe special conditions or costs:

List special equipment or services your company may provide:

List your availability and response time for service calls:

~~Describe Lien Cost and method of calculation.~~

Describe Asbestos Abatement and Removal Cost and method used to calculate.
