ADDENDUM #1  
Issued November 9, 2016

RFP # 17-20
Wrecker Services
OPENING: 3:00 PM, November 30, 2016

The following items take precedence over referenced portions of the documents for the above-named project and in executing a contract, will become a part thereof. Where any item in the documents is supplemented hereby, the original requirements will remain in effect. All supplemental conditions will be considered as added thereto. Where any original item is amended, voided or superseded hereby, the provisions of such items not so specifically amended, voided or superseded will remain in effect.

This addendum must be signed and attached to bid proposal to acknowledge receipt of addendum. Failure to acknowledge any addenda will result in a non-responsive bid.

____________________________________                      ________________
Company’s Name                                           Date

____________________________________                      __________________________
Authorized Representative’s Name                          Authorized Representative’s Signature

Addendum #1 RFP #17-20, Wrecker Services  Page 1 of 5
1. **Question:** Towing contract question - Section 2 Part 2 (Contract Period) - The contract is only for one year with 2 one year possible extensions not guaranteed. How come the term length is so short?
   **Answer:** This is a standard term length for most County contracts.

2. **Question:** Section 2 Part 6 (Response Time) - The contract states response time must be within 30 minutes. Is there a Provision for natural disaster weather or heavy traffic?
   **Answer:** Thirty (30) minutes is the standard response time. In cases of congestion, unforeseen hazards, or any other issues, a courtesy call to 911 justifying the delay would be warranted. Repeated delays without justification could show a pattern of inability to meet the standard.

3. **Question:** Section 2 Part 15 (Wrecker Vehicles, Towing and other Equipment) - The purchase of two medium size wreckers with the ability to remove medium duty vehicles up to 18000 lb. GVRW and a winch capability of 10 tons (20000 LBS) supersedes the need to purchase two medium size wreckers with a 14000LB capacity both style trucks are capable of towing cars and all medium duty vehicles. Four medium duty trucks seems excessive.
   **Answer:** To be considered for a contract award, all minimum requirements must be met or exceeded.

4. **Question:** Fee schedule - Towing price is fair. The contract states we must remove debris without extra cost, but we incur extra cost in debris disposal. Under normal circumstances clean up not to exceed 20 dollars. In extreme situations wide spread excessive and heavy debris i.e. car doors, wheels and heavy parts not to exceed 40 dollars. Oil Dry is not in the contract but we incur expense in supplying oil dry to make the road safer. Suggested 10 dollars for half bag and 20 dollars for a full bag.
   **Answer:** No additional fees for debris disposal will be added. However, in cases where oil dry or speedy dry is necessary, the County will agree to $10 per half bag and $20 dollars per full bag used. For verification of these charges, digital images (with time and date stamp) of the area before spreading speedy dry and after spreading speedy dry must be submitted with the invoice.

5. **Question:** Recovery - In the fee schedule extra work including winching on small vehicles should not be charged as a per hour basis, as every winch situation is different and requires someone with extensive knowledge to complete in a timely and safe manner. Instead of a per hour basis let's put a cap of $125 based labor done, this includes roll overs and recovery for light duty vehicles 7000 pounds and less. The winching is extra work that does not fall under towing but falls under recovery a separate part of the process all together. In extreme situations where heavy equipment is needed i.e. a bobcat or special equipment an addendum needs to be made for use of equipment and operator in instances were a vehicle is found so far off the road that a wrecker can't access it. We incur a charge for this at normal rate of 250 an hour.
   **Answer:** No additional fees for winching will be added. The County will agree to an hourly rate of $250 per hour for the use of heavy equipment. In order to assess the $250 per hour rate, digital images (with time and date stamp) must be submitted with the invoice to verify the use of heavy equipment at the scene.

6. **Question:** Page 3 #1-c Electronic copy in CD or DVD - Can we submitted in USB’’?
   **Answer:** Yes, a USB flash drive may be submitted.
7. **Question:** Page 16 #13 Hours of Service - Can the hours be Monday through Friday 8:00 am - 5:00 pm Saturday 9:00 am - 2:00 pm and Sunday by appointment and off on Major Holidays? Will be available to meet emergency situations 24/7 365 days. **Answer:** Weekend and holiday hours will be negotiated with the successful proponents.

8. **Question:** Page 17 #15 Wrecker Vehicles, Towing and Other Equipment - Are we allow to submit proposals without having all the required equipment? **Answer:** To be considered for a contract award, all minimum requirements must be met or exceeded.

9. **Question:** Page 17 Personal # a - Do we have to submit GCIC consent form with the proposal or that can be done after Recommendation of the proposal? **Answer:** It can be conducted after the bid award.

10. **Question:** Page 20 # 28 Reversible Express Lanes Towing - Only two entrance available for the express lanes? **Answer:** Based upon the most updated information, there will be a total of six (6) entrance/exit points for emergency vehicles. Please see attached PDF file for a diagram of the entrance/exit points.

11. **Question:** Page 24 Section 3 organizational qualifications (E) - Responders shall provide four references - Cannot find reference sheet, are we allow to use last year’s form. **Answer:** Tabbed Section 3 should include this requested information. (No form is available.)

12. **Question:** Page 3 # 1 proposals submission - C. - The cost proposal is to be submitted in a separate sealed envelope and marked "Cost Proposal" - Since fee schedule is already given do we have to submit price per pound sheet and hazardous materials cargo surcharge sheet have to be in separate sealed envelope? **Answer:** No. Please see page 24 of the RFP. (There is no cost proposal for this RFP.)

13. **Question:** What are the requirements for bid submissions? **Answer:** The submittal requirements are contained in the RFP documents.

14. **Question:** How many copies are required at the time of submission? **Answer:** Please see page 3 of the RFP.

15. **Question:** Does any of the paperwork need notarized? **Answer:** Yes.

16. **Question:** Do you require any financial information at the time of submission? **Answer:** Please see page 24 of the RFP.

17. **Question:** Can we submit this bid with subcontractors and if so, what are the requirements for submission? **Answer:** The submittal requirements are contained in the RFP documents.

18. **Question:** What are the addendums referenced under addenda acknowledgment? **Answer:** This is the first published addendum.
RFP #17-20  
Wrecker Services  
*Revisions*

**SCHEDULE OF EVENTS**

Sealed proposals will be accepted until the opening date and time. Any late submittals received will not be considered. Submittals are to be delivered to Henry County Purchasing Department, 140 Henry Parkway, McDonough, GA 30253.  

| 3:00 PM |
| *November 30, 2016* |

A. **SCOPE OF WORK**

The Henry County Board of Commissioners is seeking proposals from qualified vendors for wrecker related services on an “as-needed” basis, which will include the following:

28. **Reversible Express Lanes Towing**

a. The Contractor shall be responsible for wrecker services in the Georgia Department of Transportation (GDOT) Reversible Express Lane system. *Please see attached PDF file for a diagram of the entrance/exit points.* The Contractor assigned to the designated area shall be contacted by either the County or the GDOT Transportation Management Center (TMC) for services as defined in *Types of Services Rendered.* The Contractor shall not be responsible for any commercial vehicle wrecker services as part of this contract.

B. **FEE SCHEDULE**

The Contractor shall be authorized to charge the following rates for services rendered to the public pursuant to the provisions of this Contract:

1. **Impound and Towing**

a. Simple transporting of automobiles, motorcycles, and trucks with load capacities of less than one ton, from any point in Henry County to the Contractor’s storage facility, Police Department impound facility, Sheriff’s impound facility, or other location designated within Henry County, the Contractor may charge an amount not to exceed one hundred twenty-five dollars ($125.00) per vehicle;

b. For simple transporting of trucks with load capacities of one ton up to and including five tons from any point in Henry County to the Contractor’s storage facility, Police Department impound facility, Sheriff’s impound facility, or other location designated within Henry County, the Contractor may charge an amount not to exceed one hundred and ninety-five dollars ($195.00) per vehicle;

c. For simple transporting of tractor/trailer trucks and trucks with load capacities exceeding five tons from any point in Henry County to the Contractor’s storage facility, Police Department impound facility, Sheriff’s impound facility, or other location designated within Henry County, the Contractor may charge an amount not to exceed three hundred twenty-five dollars ($325.00) per vehicle (truck and trailer may be charged as separate vehicles);

d. When additional services are required, i.e. temporary repair to the disabled vehicle, or where necessary to remove the vehicle from an inaccessible location and to place it upon the public highway, road, or street, the Contractor shall be entitled to charge an additional amount for such services. For vehicles other than tractor-trailers, the charges shall not exceed forty dollars ($40.00) per hour for a small wrecker, and seventy five dollars ($75.00) per hour for a large wrecker, based upon the actual time expended (exceeding one-half hour) to remove the vehicle from the inaccessible location to the public right-of-way. This charge shall be pro-rated when more or less than a full hour is expended. The Proposer must complete the “Price per Pound Sheet” for tractor-trailer fees and “Hazardous Materials Cargo Surcharge Sheet.”
e. Where dollies are necessary, the Contractor may charge an additional amount not to exceed twelve dollars ($12.00);

f. Where it becomes necessary to drop the drive shaft on a vehicle in order to transport it safely, the Contractor may charge an additional amount not to exceed eighteen dollars ($18.00);

g. When it is necessary to remove a tractor/trailer axle, the Contractor may charge an additional amount not to exceed twenty-five dollars ($25.00);

h. When it is necessary to connect air to a tractor-trailer, the Contractor may charge an additional amount not to exceed twelve dollars ($12.00).

*i. In cases where oil dry or speedy dry is necessary, the County will agree to $10 per half bag and $20 dollars per full bag used. For verification of these charges, digital images (with time and date stamp) of the area before spreading speedy dry and after spreading speedy dry must be submitted with the invoice.

*j. In extreme situations where the use of heavy equipment is needed, the Contractor may charge a fee of $250 per hour for the use of the heavy equipment. In order to assess the $250 per hour rate, digital images (with time and date stamp) must be submitted with the invoice to verify the use of heavy equipment at the scene.