

**State of Florida
Department of Transportation**



INVITATION TO NEGOTIATE
**RAPID INCIDENT SCENE CLEARANCE (RISC) FOR
DISTRICT 1**

DOT-ITN-22-1018-BT

CONTACT FOR QUESTIONS:

Belinda M. Thomas
D1_Purchasing@dot.state.fl.us
Phone: (863) 519-2207
801 N. Broadway Avenue
Bartow, FL 33830

State of Florida
Department of Transportation
District One Procurement Office
801 N. Broadway Avenue
Bartow, FL 33830

INVITATION TO NEGOTIATE REGISTRATION

PLEASE COMPLETE AND RETURN THIS FORM ASAP
E-MAIL TO Belinda M. Thomas D1_Purchasing@dot.state.fl.us

ITN Number: DOT-ITN-22-1018-BT

Title: RAPID INCIDENT SCENE CLEARANCE (RISC) CONTRACT FOR DISTRICT 1

Sealed Reply Due Date & Time: See Section 24 of Special Conditions

Vendors should notify our office by returning this Registration Form as soon as possible after downloading. Complete the information below and e-mail to the address noted above.

THE INVITATION TO NEGOTIATE DOCUMENT YOU RECEIVED IS SUBJECT TO CHANGE. Notice of changes (addenda), will be posted on the Florida Vendor Bid System at <http://myflorida.com/apps/vbs/vbs> [www.main menu](#), under this ITN number click on "Search Advertisements", click on the drop-down arrow beside the box under Advertisement Type, select Competitive Solicitation, click on the drop-down arrow beside the box under Agency, select DEPARTMENT OF TRANSPORTATION, then go to the bottom of the same page and click on Search Advertisement. It is the responsibility of all potential vendors to monitor this site for any changing information prior to submitting your reply.

Company Name: _____

Address: _____

City, State, Zip: _____

Telephone: (____) _____

Contact Person: _____

Internet E-Mail Address: _____

For further information on this process, e-mail or telephone: Belinda M. Thomas, (863) 519-2207

Florida Statutes
287.135

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**VENDOR CERTIFICATION REGARDING
SCRUTINIZED COMPANIES LISTS**

375-030-60
PROCUREMENT
OGC – 06/18

Respondent Vendor Name: _____
 Vendor FEIN: _____
 Vendor's Authorized Representative Name and Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone Number: _____
 Email Address: _____

Section 287.135, Florida Statutes prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if, at the time of contracting or renewal, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel. Section 287.135, Florida Statutes, also prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of \$1,000,000 or more, that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector Lists which were created pursuant to s. 215.473, Florida Statutes.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I further certify that the company is not engaged in a boycott of Israel. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

Certified By: _____
 who is authorized to sign on behalf of the above referenced company.
 Authorized Signature Print Name and Title: _____
 Date: _____

INTRODUCTION SECTION

1) INVITATION

The State of Florida Department of Transportation (hereinafter referred to as the "Department") is soliciting written replies from vendors interested in participating in competitive negotiations to establish a term contract to provide **Rapid Incident Scene Clearance (RISC) services for District 1**. It is anticipated that the term of the agreement will be from the date of contract execution through 5 years.

The Department considers that time is of the essence in the vendor's performance of required services. The incident scene clearance services described herein are considered by the Department to be the required emergency action for each motor vehicle crash or incident covered under this contract.

The Department intends to execute non-exclusive contracts with all responsive and responsible Vendors whose proposals are determined by the Technical Review Team to comply with contract specifications.

2) TIMELINE

Provided below is a list of critical dates and actions. These dates are subject to change. Notices of changes (addenda) will be posted on the Florida Vendor Bid System at http://myflorida.com/apps/vbs/vbs_main_menu (click on "Search Advertisements") under this ITN number. It is the responsibility of all potential vendors to monitor this site for any changing information prior to submitting your reply.

ACTION / LOCATION	DATE	TIME
PUBLIC OPENING (Replies) - 801 N. Broadway Ave Bartow, FL 33830	The third Tuesday of each month (as needed)	10:00 a.m.
PUBLIC MEETING FOR SELECTION- 801 N. Broadway Ave Bartow, FL 33830	The third Tuesday of each month (as needed)	10:00 a.m.
POSTING OF INTENDED AWARD ON VBS-	As needed	

3) PUBLIC MEETING AGENDA

Agenda – Public Opening (Initial Replies)

Agenda for Public Opening of initial replies to DOT-ITN -22-1018BT:

Starting Time: see "Timeline" in ITN solicitation

- Opening remarks of approx. 2 minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of 15 minutes total for public input related to the ITN solicitation.
- At conclusion of public input or 15 minutes, whichever occurs first, the initial replies received timely will be opened, with respondent's name read aloud and tabulated.
- Adjourn meeting

Agenda – Meeting to Summarize & Determine Intended Award

Agenda for Meeting to Summarize and Determine Intended Award for DOT- ITN -22-1018BT:

Starting Time: see Timeline in ITN solicitation

- Opening remarks of approx. 2 minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of 15 minutes total for public input related to the ITN solicitation.
- At conclusion of public input or 15 minutes, whichever occurs first, recap and discussion among evaluation team(s) to determine selection for award.

- Announce respondent(s) selected for Intended Award.
- Announce time and date the decision will be posted on the Vendor Bid System (VBS).
- Adjourn.

4) SPECIAL ACCOMMODATIONS

Any person with a qualified disability requiring special accommodations at a pre-reply conference, public meeting, oral presentation and/or opening shall contact the contact person at the phone number or e-mail address provided on the title page at least five (5) working days prior to the event. If you are hearing or speech impaired, please contact this office by using the Florida Relay Services which can be reached at 1 (800) 955-8771 (TDD).

SPECIAL CONDITIONS

1) MyFloridaMarketPlace

VENDORS MUST BE ACTIVELY REGISTERED IN THE STATE OF FLORIDA'S MYFLORIDAMARKETPLACE SYSTEM BY THE TIME AND DATE THE SEALED REPLIES ARE DUE OR THEY MAY BE CONSIDERED NON-RESPONSIVE (see Special Condition 18). All prospective vendors that are not registered, should go to <https://vendor.myfloridamarketplace.com/> to complete on-line registration, or call 1-866-352-3776 for assisted registration.

All payment(s) to the vendor resulting from this competitive solicitation **WILL** be subject to the MFMP Transaction Fee in accordance with the referenced Form PUR 1000 General Contract Condition #14. The Transaction Fees imposed shall be based upon the date of issuance of the payment.

2) Florida Department of Financial Services (DFS) W-9 REQUIREMENT

The Florida Department of Financial Services (DFS) requires all vendors that do business with the state to submit an electronic Substitute Form W-9. Vendors must submit their W-9 forms electronically at <https://flvendor.myfloridacfo.com> to receive payments from the state. Contact the DFS Customer Service Desk at (850) 413-5519 or FLW9@myfloridacfo.com with any questions.

3) QUESTIONS & ANSWERS

In accordance with section 287.057(26), Florida Statutes, respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

Any technical questions arising from this Invitation to Negotiate must be forwarded, in writing, to the procurement agent identified below. Questions must be received no later than the time and date reflected on the Timeline. The Department's written response to written inquiries submitted timely by vendors will be posted on the Florida Vendor Bid System at http://myflorida.com/apps/vbs/vbs_main_menu (click on "Search Advertisements"), under this ITN number. It is the responsibility of all potential vendors to monitor this site for any changing information prior to submitting their reply.

WRITTEN TECHNICAL QUESTIONS should be submitted to:

Belinda M. Thomas, D1_Purchasing@dot.state.fl.us

Questions regarding administrative aspects of the procurement process should be directed to the

Procurement Agent in writing at the address above or by phone: (863) 519-2207

4) CHANGES TO THE INVITATION TO NEGOTIATE (ADDENDA)

Notices of changes (addenda) will be posted on the Florida Vendor Bid System at http://myflorida.com/apps/vbs/vbs_main_menu (click on "Search Advertisements") under this ITN number. It is the responsibility of all potential vendors to monitor this site for any changing information prior to submitting your reply. All addenda will be acknowledged by signature and subsequent submission of addenda with reply when so stated in the addenda.

5) PUBLIC MEETINGS

Specific events in the competitive negotiation process will be conducted at a public meeting of the Technical Review Team. The specific events are noted in the Timeline (see Section 2 of Introduction Section). Minutes will be taken at all Public Meetings and will be retained in the procurement file.

6) SCOPE OF SERVICES

Details of the desired commodity/services, information and items to be furnished by the Vendor are described in Exhibit "A", Scope of Services/Specifications, attached hereto and made a part hereof. Documentation of any revisions that may occur during the competitive negotiation process will be retained in the procurement file.

7) QUALIFICATIONS

7.1 All requirements are included in Exhibit "A" – Scope of Services.

7.2 Authorized To Do Business in the State of Florida

In accordance with sections 607.1501, 605.0211(2)(b), and 620.9102, Florida Statutes, out-of-state corporations, out-of-state limited liability companies, and out-of-state limited partnerships must be authorized to do business in the State of Florida. Such authorization should be obtained by the reply due date and time, but in any case, must be obtained prior to posting of the intended award of the contract. For authorization, contact:

Florida Department of State
Tallahassee, Florida 32399
(850) 245-6051

7.3 Licensed to Conduct Business in the State of Florida

If the business being provided requires that individuals be licensed by the Department of Business and Professional Regulation, such licenses should be obtained by the reply due date and time, but in any case, must be obtained prior to posting of the intended award of the contract. For licensing, contact:

Florida Department of Business and Professional Regulation
Tallahassee, Florida 32399-0797
(850) 487-1395

8) LIABILITY INSURANCE

The Vendor shall not commence any work until they have obtained the following types of insurance, and certificates of such insurance have been received by the Department. Nor shall the Vendor allow any

subcontractor to commence work on this project until all similar insurance required of the subcontractor has been so obtained. The Vendor shall submit the required Certificates of Insurance to the **Florida Department of Transportation, Procurement Office, District One Procurement Office, Belinda M. Thomas, belinda.thomas@dot.state.fl.us** within ten (10) days after the ending date of the period for posting the intended award decision.

The Vendor must carry and keep in force during the period of the contract a general liability insurance policy or policies with a company authorized to do business in the state of Florida, affording public liability insurance with combined bodily injury limits of at least \$ 300,000.00 per person and \$ 300,000.00 each occurrence, and property damage insurance of at least \$ 150,000.00 each occurrence, for the services to be rendered in accordance with the contract.

All insurance policies shall be with insurers qualified and licensed to do business in the state of Florida. Such policies shall provide that the insurance is not cancellable except upon thirty (30) days prior written notice to the Department.

The Department shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Vendor or subcontractor providing such insurance.

9) DIVERSITY ACHIEVEMENT

MINORITY BUSINESS ENTERPRISE (MBE) UTILIZATION

The Department, in accordance with ***Title VI of the Civil Rights Act of 1964, 42 USC 2000d- 2000d-4, Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21***, Nondiscrimination in federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that the Department will affirmatively ensure

that in any contract/agreement entered into pursuant to this advertisement, minority and disadvantaged business enterprises will be afforded the full opportunity to submit bids in response to this invitation and will not be discriminated on the basis of race, color, national origin, or sex in consideration for an award.

The Department encourages small, minority, women, and service-disabled veteran businesses to compete for Department contracts, both as "Vendor" and as subcontractors. The Department, its vendors, suppliers, and consultants should take all necessary and reasonable steps to ensure that small, minority, women, and service-disabled veteran businesses have the opportunity to compete for and perform contract work for the Department in a nondiscriminatory environment. Vendors are requested to indicate their intention regarding MBE participation on the MBE Planned Utilization form and to submit the completed form with their Reply. The contract vendor will be asked to submit payment certification for MBE subcontractors used.

To request certification or to locate certified MBEs, call the Office of Supplier Diversity, Department of Management Services at (850) 487-0915, or access their MBE directory on the Internet at www.osd.dms.state.fl.us/.

10) CONTRACTUAL OBLIGATIONS

10.1 Standard Written Agreement

The Department's "Standard Written Agreement" is attached hereto and made a part hereof. The terms and conditions contained therein will become an integral part of the contract resulting from this solicitation. In submitting a reply, the vendor agrees to be legally bound by these terms and conditions.

11) METHOD OF COMPENSATION

Method of Compensation, Exhibit "B", is attached hereto and made part of this solicitation.

12) EVALUATION PROCEDURE

The Technical Review Team; composed at least three (3) members who collectively have experience and knowledge of the program areas and services requirements will evaluate the replies. Once each committee member has conducted their individual review of the replies, the Technical Review Team may conduct an on-site visit to the vendor's facilities.

The Department will enter into negotiations with those firms determined to have submitted a responsive reply.

13) REVIEW OF VENDOR'S FACILITIES & QUALIFICATIONS

The Department reserves the right to perform or have performed an on-site review of the Vendor's facilities and qualifications. This review will serve to verify data and representations submitted by the Vendor and may be used to determine whether the Vendor has an adequate, qualified, and experienced staff, and can provide overall management facilities. Should the Department determine that the reply / proposed negotiations have material misrepresentations or that the size or nature of the Vendor's facilities or the number of experienced personnel (including technical staff) are not adequate to ensure satisfactory contract performance, the Department has the right to reject the reply / proposal.

14) PROTEST OF INVITATION TO NEGOTIATE SPECIFICATIONS

Any person who is adversely affected by the contents of this Invitation to Negotiate must file the following with the Florida Department of Transportation, Clerk of Agency Proceedings, Haydon Burns Building, 605 Suwannee Street, MS-58, Tallahassee, Florida 38399-0450:

1. A written notice of protest within seventy-two (72) hours after the posting of the solicitation, (the notice of protest may be Faxed to 850-414-5264), and
2. A formal written protest in compliance with Section 120.57(3), Florida Statutes, within ten (10) days of the date on which the written notice of protest is filed.

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

15) SCRUTINIZED COMPANIES LISTS

ALL Responses, regardless of dollar value, must include a completed [Vendor Certification Regarding Scrutinized Companies Lists](#) to certify the respondent is not on either of those lists. The Form should be submitted with the Price Proposal.

A Vendor is ineligible to enter into a contract with the Department for goods or services of any amount if, at the time of entering into such contract, the Vendor is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

Section 287.135, Florida Statutes, also prohibits companies from entering into a contract for goods or services of \$1 million or more that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector Lists which were created pursuant

to s. 215.473, Florida Statutes.

16) CONTRACT RENEWAL

All resulting contracts from this ITN may be renewed for a period that may not exceed 3 years or the term of the original contract, whichever period is longer. Renewals shall be contingent upon satisfactory performance evaluations by the Department and subject to the availability of funds. Renewal of the contract shall be by mutual agreement in writing and shall be subject to the same terms and conditions set forth in the initial contract and any written amendments signed by the parties.

17) PROPOSAL REQUIREMENTS

17.1 Proposal Copies

The vendor shall submit one (1) original and five (5) copies of their proposal. The Department reserves the right to make additional copies of this material for its own use during the evaluation process.

17.2 Proposal Content

Vendors shall complete the proposal forms contained in Exhibit C & D.

18) COOPERATIVE PURCHASING

In addition to use by the Department, and with the consent of the Vendor and the Department, other road/highway entities in the State of Florida may obtain the services of the Vendor under the terms and conditions of this contract agreement. The applicable purchasing laws, rules, and regulations of those governmental entities shall apply to their use of this contract.

19) RESPONSIVENESS OF REPLIES

Other conditions which may cause rejection of replies include, but are not limited to, evidence of collusion among Vendors, obvious lack of experience or expertise to perform the required work, failure to perform or meet financial obligations on previous contracts, or in the event an individual, firm, partnership, or corporation is on the General Services Administration Excluded Parties List. ALL determinations of responsiveness will be the responsibility of the FDOT Procurement Office.

20) COPYRIGHTED MATERIAL

Copyrighted material will be accepted as part of the reply or a negotiation session only if accompanied by a waiver that will allow the Department to make paper and electronic copies necessary for the use of Department staff and agents. It is noted that copyrighted material is not exempt from the Public Records Law, Chapter 119, Florida Statutes. Therefore, such material will be subject to viewing by the public, but copies of the material will not be provided to the public.

21) ATTACHMENT TO ITN SUBMITTALS - CONFIDENTIAL MATERIAL

The Vendor must include any materials it asserts to be exempted from public disclosure under Chapter 119, Florida Statutes, in a separate bound document labeled "Attachment to Invitation to Negotiate, DOT-ITN-22-1018BT - Confidential Material". The Vendor must identify the specific Statute that authorizes exemption from the Public Records Law. Any claim of confidentiality on materials the Vendor asserts to be exempt from public disclosure and placed elsewhere in the reply will be considered waived by the Vendor upon submission, effective after opening.

22) **UNAUTHORIZED ALIENS**

The employment of unauthorized aliens by any contractor is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract.

23) **COSTS INCURRED IN RESPONDING**

This Invitation to Negotiate does not commit the Department or any other public agency to pay any costs incurred by an individual firm, partnership, or corporation in the submission of a reply or subsequent negotiations or to make necessary studies or designs for the preparation thereof, nor to procure or contract for any articles or services.

24) **ELECTRONIC SUBMISSIONS OF PROPOSALS:**

Electronic Bid Submittals

Please follow the below instructions for the submittal of electronic bids, failure to do so, may result in your bid being found non-responsive. Non-responsive replies will not be evaluated.

- a) Subject line must show: **DOT-ITN-22-1018BT**
- b) Email shall contain one file attachment marked as the following: **DOT-ITN-22-1018BT Bid Submittal**
- c) Documents shall be submitted in portable document format (PDF) and have a size limit of 25MB.
- d) The body of the email shall not contain any information
- e) Bids shall be submitted to: D1.Purch@dot.state.fl.us

It is the bidder's responsibility to assure that the bid is delivered to the proper place **on or before** the Bid Due date and time (See Introduction Section 2 Timeline). Bids which for any reason are not so delivered, will not be considered.

25) **OPENING OF SEALED REPLIES**

All reply openings are open to the public. Replies will be opened by the Department at the date, time and location in the Timeline (See Introduction Section 2, Timeline), unless the date is a State holiday wherein the opening will be the next work day at the same time. The public may attend the opening but may not review any replies submitted until they become public records in accordance with Section 119.07, Florida Statutes.

26) **PROPOSED NEGOTIATION PROCESS**

The Department intends to negotiate with each vendor whose response to this ITN has been determined responsive. The negotiations will focus on vendor's proposed areas of coverage given response time requirements as set forth in the contract Scope of Work. The Department and the vendor will agree upon primary coverage areas.

27) **MULTIPLE AWARDS**

The Department intends to enter into a contract with each vendor the Department has selected and in which the Department has successfully completed negotiations.

28) **POSTING OF INTENDED AWARD**

- 28.1 Once the Department has successfully completed negotiations with the firm, the Department intended award decision will be posted according to law and rule. The Department intended awards as indicated through posting will not be binding on the Department until an agreement has been executed by the parties. Since multiple awards will be made under this procurement and such awards will be made over time, the Department's posting of its intended awards will be made on Tuesday of each week provided an intended award is to be posted.
- 28.2 The Department's decision will be posted on the Florida Vendor Bid System, at http://myflorida.com/apps/vbs/vbs_main_menu, on the date and time in the Timeline, and will remain posted for a period of seventy-two (72) hours. Any vendor who is adversely affected by the Department's recommended award or intended decision must file the following with the Florida Department of Transportation, Clerk of Agency Proceedings, Haydon Burns Building, 605 Suwannee Street, MS-58, Tallahassee, Florida 38399-0450 :
1. A written notice of protest within seventy-two (72) hours after posting of the Intended Award, (the notice of protest may be Faxed to 850-414-5264), and
 2. A formal written protest and protest bond in compliance with Section 120.57(3), Florida Statutes, within ten (10) days of the date on which the written notice of protest is filed. At the time of filing the formal written protest, a bond (a cashier's check or money order may be accepted) payable to the Department must also be submitted in an amount equal to one percent (1%) of the estimated contract amount based on the contract price submitted by the protestor.

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. If the notice advises of the bond requirement but a bond or statutorily authorized alternate is not posted when required, the agency shall summarily dismiss the petition.

29) AWARD OF THE CONTRACT

Following expiration of the posting period for an intended award as described in Section 27, the Department will execute a standard written agreement with those Vendors selected by the Department. The standard written agreement will include the final negotiated terms, conditions, specifications, and prices.

29) ATTACHED FORMS

MBE Planned Utilization (Form 375-040-24), if applicable
 DBE Participation Statement, if applicable
 Bid Opportunity List, if applicable
 Exhibit "C" – Vendor's Area of Coverage
 Exhibit "D" – Proposal Forms

30) TERMS AND CONDITIONS

30.1 General Contract Conditions (PUR 1000)

The State of Florida's General Contract Conditions are outlined in form PUR 1000, which is a downloadable document incorporated into this Invitation to Bid (ITB) by reference. Any terms and conditions set forth in this ITB document will take precedence over the PUR 1000 form where applicable.

<http://www.dms.myflorida.com/content/download/2933/11777/1000.pdf>

The following paragraphs do not apply to this Invitation to Bid:
 Paragraph 31, Dispute Resolution - PUR 1000

Paragraph 40, PRIDE – PUR 1000, when federal funds are utilized.

30.2 General Instructions to Respondents (PUR 1001)

The State of Florida's General Instructions to Respondents are outlined in form PUR 1001, which is a downloadable document incorporated into this Invitation to Bid (ITB) by reference. Any terms and conditions set forth in this ITB document take precedence over the PUR 1001 form where applicable.

<http://www.dms.myflorida.com/content/download/2934/11780/1001.pdf>

The following paragraphs do not apply to this Invitation to Bid:

Paragraph 3, Electronic Submission – PUR 1001

Paragraph 4, Terms and Conditions – PUR 1001

Paragraph 5, Questions – PUR 1001

31) ORDER OF PRECEDENCE

All responses are subject to the terms and conditions of this solicitation, which, in case of conflict, shall have the following order of precedence listed:

- Special Conditions
- Scope of Services / Specification
- Standard Written Agreement
- Appendix I (Terms for Federal Aid Contracts)
- Instructions to Respondents (PUR 1001)
- General Conditions (PUR 1000)
- Introduction Section

**State of Florida
Department of Transportation**



**RAPID INCIDENT SCENE CLEARANCE (RISC)
FOR DISTRICT 1**

EXHIBIT "A"

SCOPE OF SERVICES

EXHIBIT “A”

SCOPE OF SERVICES

RAPID INCIDENT SCENE CLEARANCE (RISC)

1. PROJECT OBJECTIVE

- 1.1 In an effort to provide the traveling public of the State of Florida a cost effective, high quality, transportation infrastructure, the Florida Department of Transportation (hereinafter referred to as "Department" or “FDOT”) has implemented the “Open Roads Policy” attached hereto as Attachment “A” for Quick Clearance for Safety and Mobility to make travel in Florida safer and more efficient. Consistent with the Open Roads Policy, FDOT District (X) (hereinafter referred to as District or Department) has adopted an innovative clearance strategy by implementing the Rapid Incident Scene Clearance (RISC) Program in order to significantly reduce the time it takes to clear major accidents and incidents.
- 1.2 Towing regulations for heavy-duty wreckers currently used in Florida were developed decades ago. Heavy trucks hauling larger loads now require specialized equipment and skilled operators to quickly remove them after an incident. This contract provides an incentive to clear wreckage and open roads as quickly as possible. This contract does not eliminate the current Class “C” (Heavy duty) wrecker class that will continue to be utilized to remove trucks and buses that are disabled.
- 1.3 This agreement and RISC funding will be for use on limited access highways and roadways identified by the District Program Manager. The District Program Manager will coordinate with state and local agencies to ensure that coverage for non-limited access highways identified in this contract does not interfere with an established wrecker rotation. See section 8.3 for the list of roadways that are included in the District’s RISC Program.

2. GENERAL DESCRIPTION

- 2.1 The Department may grant to a towing and recovery company (hereinafter “Vendor”) a nonexclusive privilege to provide RISC Services, for those events, crashes or traffic incidents described in Attachment “B”, on that portion of the Department’s roadway system selected by the Vendor.
- 2.2 The Vendor agrees to provide the professional incident clearance and vehicle recovery services in accordance with the terms and conditions described herein and in compliance with all Florida Highway Patrol (hereinafter “FHP”) local city and county police officers, and Florida Department of Transportation Rules and Regulations, all local city and county Rules and Regulations, and applicable provisions of the Florida Administrative Code (FAC) and Motor Vehicle Statutes.
- 2.3 The Vendor’s relationship to the Department is that of an independent contractor authorized to perform incident scene clearance and vehicle recovery services on the Department’s roadway system, including other systems outside of the District boundaries, in strict compliance with the terms and conditions contained herein.
- 2.4 Should the Department determine that the Vendor under this agreement is unable to assist, perform, or provide adequate services or equipment; the Department reserves the right to utilize additional services or equipment from any available source. The Department also reserves the right to modify the designated limits of responsibility of the Vendor at any time.

- 2.5 The Vendor and all their operators, employees and subcontractors shall cooperate and comply with the guidance of the FHP, local law enforcement and/or Department authorized representatives pertaining to scene safety and traffic control.

3. GENERAL REQUIREMENTS

- 3.1 The Vendor shall perform all work in accordance with Department Specifications (including all Supplemental Specifications and Special Provisions in the Specification Workbook), *2008 Design Standards* and Manual of Uniform Traffic Control Devices (MUTCD).

Internet locations:

2017 FDOT Design Standards: <http://www.fdot.gov/roadway/designstandards/standards.shtm>

MUTCD: https://mutcd.fhwa.dot.gov/pdfs/2009r1r2/pdf_index.htm

- 3.2 Proper health and safety measures will be taken to insure safety for the traveling public, Department employees, Vendor employees, and subcontractor employees.
- 3.3 The owner(s) of heavy duty recovery companies applying for RISC vendor status shall submit a copy of the FDLE background investigation prior to final contract acceptance. Fees associated with the background investigation shall be the responsibility of the vendor.

4. INCIDENT RESPONSE REQUIREMENTS

- 4.1 The Vendor shall respond to Department requests for vehicle recovery and clearance services as soon as possible but no later than **five (5) minutes** from the Department's authorized representative initial contact with Vendor requesting RISC activation. The Vendor acknowledges that time is of the essence and shall arrive with the two Recovery Wreckers and the Recovery Support Vehicle with required equipment, and materials as specified in Attachment "C", and with all necessary traffic control devices at the incident site within **one hour (60 minutes)** from the time RISC activation is requested in order to qualify for RISC incentive payments. The 60-minute time frame begins with initial call to the Vendor. If the selected vendor has not responded within 5 minutes of the initial call, the next available Vendor will be contacted. The need for additional trucks and heavy equipment shall be jointly determined at the incident scene by the Department authorized representative or Asset Maintenance Contractor, FHP, local law enforcement and the Vendor's representatives. If necessary, the Department representative shall have final authority to make the decision on additional equipment. The need for the additional trucks and heavy equipment described herein shall not increase the time required by the Vendor to perform services.
- 4.2 The Vendor shall be available to provide these services on a **twenty-four (24) hours** a day, **seven (7) days** a week basis, and to provide the arrival status of their personnel and equipment upon request by the Department. The Vendor shall provide the Department with a telephone number at which the Vendor can be contacted at all times. Under no circumstances will answering services be allowed.
- 4.3 **TIME IS OF THE ESSENCE IN THIS CONTRACT.** Upon the Department's request for RISC services, the Vendor shall provide the Department an estimated arrival time. The Vendor will not transfer calls for recovery services to another Vendor. In the event the Vendor is unable to respond, the Vendor **must** notify the requestor. The Vendor will be rotated to the bottom of the rotation list and the next Vendor on the list will be contacted to respond. If no Vendors within the local service area are able to respond, the next closest vendor from another service area may be called. If a vendor in the next closest service area is called, the response time will be adjusted accordingly.

The response time specified herein shall be strictly enforced. Failure to respond to a call for RISC services or arrive at the incident site within the time required and with all necessary materials and equipment as specified herein will result in non-payment of the incentive feature. Failure to respond after the Vendor has agreed to the

request for RISC implementation shall be considered a breach of this Contract. Vendors with multiple incidents of failure to arrive may be removed from the RISC rotation list at the District Project Manager's discretion.

4.4 Notification – The vendor shall notify the FDOT Traffic Management Center at the following points:

- a. When the Vendor is en-route to the incident scene.
- b. When the Vendor arrives at the incident scene with all required equipment.
- c. When the Vendor is given the Notice to Proceed.
- d. When all travel lanes are cleared.

Phone numbers for the FDOT Traffic Management Center will be provided to the vendor upon acceptance of this agreement by both parties

5. TERMINATION

5.1 The Department reserves the right in its sole discretion to terminate this agreement for breach of a term of this agreement, upon **thirty (30)** days written notice to the Vendor by certified mail.

5.2 The Department reserves the right to terminate this agreement at any time, for any reason, upon **sixty (60)** days prior written notice by certified mail.

5.3 The Department shall be notified of any change of ownership. Change of ownership or termination of the Vendor's business shall be grounds for immediate termination of this agreement.

6. INDEMNITY

6.1 In addition to the indemnity in the Basic Agreement, the Vendor shall indemnify and hold harmless the Department, its officials, officers, employees, consultants and agents from and against any and all liabilities, claims, injuries, damages, penalties, actions, suits, losses, costs expenses and attorneys' fees resulting from or arising out of Department requests for vehicle recovery services or incident scene clearance on the Department's roadway system.

7. MISCELLANEOUS

7.1 This is a non-exclusive agreement. The Department intends to allow other companies to perform vehicle recovery and incident scene clearance on a rotation basis within the area being serviced by the Vendor. Initially, assignment within a rotation shall be based on contract execution date with the Vendor having the earlier contract execution date given the first roadway incident scene clearance. Once a Vendor performs rapid scene clearance services, the Vendor will be placed at the bottom of the rotation. New Vendors added to the rotation will always be added to the bottom of the rotation even though another Vendor may have already performed services as the rotation existed at the time of contract execution. In some instances, there may be only one Vendor in a given service area and there would not be a rotation list. The one Vendor would receive all RISC calls for that area until such time as another vendor(s) is contracted with to provide services in that service area. The rotation list shall be managed by the District. The District shall have the sole discretion to establish the number of Vendors that are allowed to perform RISC operations on the roadways within its boundaries. Furthermore, the District shall have the authority to approve/add or deny/remove Vendors from the RISC rotation, as needed.

7.2 If the Vendor is contacted by a party other than the Department to provide the services described herein, the Vendor shall notify the Department of the request and obtain approval of the request prior to responding. Failure to do so will automatically cause the Vendor to forfeit the performance payments contained in Exhibit "B", Method of Compensation. However, the Vendor would be eligible for the performance payments if the Vendor was at the top of the rotation list and authorized by the Department prior to responding.

- 7.3 The Vendor or any of its operators or employees will not provide any gratuities, commissions, kick-backs or complimentary services of any kind to any officials, officers, employees, consultants or agents that are involved with activating and/or running RISC.
- 7.4 Vendor agrees to provide copies of their itemized invoice to the Department for review and use.
- 7.5 Vendor must take digital photographs both prior to and subsequent to scene cleanup. Photos must be detailed in showing lane blockage and affected traffic from the incident scene. Copies of all photos taken are to be provided to the FDOT Project Manager at the same time the invoice is submitted. Electronic copies are acceptable. Vendor is to retain all originals.

8. RECOVERY AREAS

- 8.1 The Department may review the recovery area boundaries periodically to ensure that level of service in each area is consistent with the quick clearance goals stated in the Open Roads Policy.
- 8.2 Recovery wrecker companies need not be located within the area boundaries, but they must mobilize and respond to calls within the indicated response time.
- 8.3 This agreement covers Rapid Incident Scene Clearance by the Vendor for those segments of the following limited access highways, interchanges, ramps, and other roadways identified within the jurisdiction and operational control of the Department and agreed to by the Vendor. Other areas in and outside the District boundaries may be added at any time as the need arises and/or in order to coordinate RISC response with other districts.

DESCRIPTION	COUNTY
I-75 SR 93 Alligator Alley	Collier County 63.5 miles in length
I-75 SR 93	Lee County 34.1 miles in length
I-75 SR 93	Charlotte County 22.0 miles in length
I-75 SR 93	Sarasota County 42.6 miles in length
I-75 SR 93	Manatee County 20.5 miles in length
I-275 SR 93	Manatee County 20.0 miles in length

- 8.4 From the roadway described in 8.3, the Vendor has selected to provide services for those areas described in Exhibit "C". The FDOT representative can allow additional response time (arrival to scene with all 3 pieces of contract required equipment, i.e., two wreckers and support vehicle) for a vendor who is responding to a RISC activation outside of his originally contracted area.
- 8.5 Coverage areas may be negotiated with the Vendor. If a Vendor cannot meet all of the areas or can cover a wider/different range other than what is specified, the Department may negotiate different coverage areas with that Vendor. The Department may also negotiate a new/different coverage area with a Vendor after the contract is awarded. Once a new/different area is accepted by the Department, the Vendor will receive email notification. These areas may exceed the District boundaries.

- 8.6 If an incident occurs and no vendors assigned that area are available, the Department may contact a RISC contractor outside of that area and ask them to respond and grant an addition to the normal response time.

9. VENDOR REQUIREMENTS AND QUALIFICATIONS

- 9.1 The ultimate equitable owner/owners of the wrecker company shall be required to submit documentary proof showing previous experience and extensive knowledge in working Heavy Duty Towing and Recovery business. Vendor shall be in good standing on the FHP wrecker rotation list for the coverage areas identified in this contract. The District shall be responsible for coordinating with FHP to verify the standing of Vendors on the FHP wrecker rotation list. The Project description, dates, photos and locations of successfully completed projects shall be submitted with the Vendor's proposal. Award of the contract will be contingent on the demonstrated experience, knowledge, quality of work and inspection/approval of equipment and facilities.
- 9.2 When applicable, the Company must be registered with the State of Florida Department of Agriculture and Consumer Services and maintain registration for the term of the Agreement.
- 9.3 If the Vendor's primary place of business is located within a county or municipality that requires by local ordinance, an occupational license, said license must be maintained for the term of the Agreement.
- 9.4 If the Vendor's primary place of business is located within a county or municipality that requires operators to have a special license, certification or background check, operators shall have and maintain said licenses, certifications or background checks for the term of the Agreement.
- 9.5 The Vendor must comply with all Rules and Statutes and provide evidence of current and valid insurance coverage required by the State of Florida and by the FHP Authorized Wrecker Program.
 Florida Highway Patrol Policy# 17.02
 Florida State Statute 321.051
 Florida Administrative Code Rule 15B-9 or other applicable law
 Vendor shall be subject to the standard rules and policies already established by the FHP. Suspensions from towing rotation list will be grounds for termination of this contract.
- 9.6 The Vendor must maintain current and up to date CDL driving records, employment records and training records on all Operators and make them available for inspection by the FHP, local law enforcement, and Florida Department of Transportation or their authorized representatives.
- 9.7 The Vendor shall be proficient and able to demonstrate "Expedited Roadway Clearance Practices" and "Incident Scene Safety" including:
- Single lane up righting of loaded tractor trailers.
 - Relocation of loaded, overturned, tractor trailers from travel lanes.
- 9.8 The Vendor shall be or become proficient and able to demonstrate such proficiency in the following areas within the time frames specified in 10.1.
- Setting up incident scene Traffic Control in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).
 - The mitigation of accidental discharges of motor vehicle fluids, per the Florida Guidelines (see Attachment D – Guidelines for the Mitigation of Accidental Discharges of Motor Vehicle Fluids (Non-Cargo)).
 - Disposition of any hazardous materials (cargo and/or non-cargo) shall be conducted in accordance with all applicable city, county, state and federal laws.
- 9.9 The RISC Vendor agrees that upon activation of the RISC contract, the responsible party, unless otherwise directed by the Investigating Law Enforcement Officer, can request towing of the damaged vehicle(s) to a

location of their choice with the understanding that they will be charged for the tow at the rate established by the county or FHP where the incident occurred or as negotiated by the owner.

- 9.10 The Department shall have no involvement with the Vendor's effort to recover costs from the responsible party.
- 9.11 The Vendor shall attend Traffic Incident Management (TIM) meetings to discuss any RISC activations that may have occurred.

10. QUALIFICATIONS, TRAINING AND CERTIFICATION OF VENDOR'S OPERATORS

- 10.1 Within one year of the execution of this agreement or one year of their hiring date, the Vendor must provide documentation proving that all Recovery Wrecker Operators have completed the following: :
1. Intermediate Maintenance of Traffic (MOT)/Temporary Traffic Control (TTC) training from a certified Department approved training agency. It is recommended that support personnel involved in the recovery effort also complete the Intermediate MOT training from a certified Department approved training agency. When completed and available, recovery operators and support personnel shall complete the MOT Training Course for Incident Responders from a certified Department approved training agency.
 2. Receive instruction, training and if applicable, examination in each of the following specialized recovery wrecker operator services:
 - State recognized Ultra Heavy/Rotator Training Wrecker and Recovery Practices
 - Hazardous Materials Awareness
 - FHWA Strategic Highway Research Program (SHRP) 2 Training
 - Traffic Incident Management Practices including:
 1. Incident Scene Traffic Safety
 2. The Florida "Open Roads" policy
 3. The Florida "Guidelines for the Mitigation of Accidental Discharges of Motor Vehicle Fluids (Non-Cargo)
 4. Incident Scene Traffic Control in accordance with the Manual of Uniform Traffic Control Devices (MUTCD):

11. AREAS WITH NO AVAILABLE 'RISC' VENDORS

- 11.1 It is anticipated that there may be areas in which the Department does not have under contract a RISC Vendor or times when a Vendor or Vendors for an area are unavailable to respond to a request for services. In such situations, the Department reserves the right to contact any available RISC Vendor. The Department will attempt to call the Vendor whose facilities appear to be closest to the accident. Such Vendor shall be eligible for performance payment under paragraphs 2.2 and 2.3 of Exhibit "B" provided the Vendor is able to respond immediately with the two required recovery wreckers and recovery support vehicles regardless of whether or not the Vendor arrives on the scene within the required 60 minutes provided all travel lanes are open within 90 minutes after the notice to proceed is given by the Department authorized representative. The Vendor should also be eligible to receive any additional performance payments provided the contract times are met.
- 11.2 The Department may establish specific response times for out of area responses once contractors are identified.

12. VENDOR PERFORMANCE

- 12.1 The Department will evaluate the Vendor's performance following each incident and will maintain such evaluations for use in administering this contract and in future contract awards.
- 12.2 Vendor's poor performance will result in termination of this agreement.

13. ADDITIONAL VENDORS

The Department reserves the right to add new Vendors to provide services in accordance with this contract at such time as the prospective Vendor is able to provide the Department with documentary proof of compliance with the requirements and qualifications specified herein. The Department shall have sole discretion to determine the number of Vendors chosen to provide services in accordance with this contract.

14. PAYMENT OF TOLLS

14.1 The Vendor will be required to pay tolls, as applicable to the general public.

15. MYFLORIDAMARKETPLACE TRANSACTION FEE

This procurement is subject to the MyFloridaMarketPlace transaction fee, pursuant to Rule 60A-1.031, Florida Administrative Code (F.A.C.).

State of Florida

OPEN ROADS POLICY AGREEMENT

(Revised January 2014)

Quick Clearance for Safety and Mobility

This Open Roads Policy Agreement (Agreement) is entered into between the Florida Highway Patrol (FHP) and the Florida Department of Transportation (FDOT) and establishes a policy for FHP and FDOT personnel to expedite the removal of vehicles, cargo, and debris from roadways on the State Highway System to restore, in an **URGENT MANNER**, the safe and orderly flow of traffic following a motor vehicle crash or other traffic incident on Florida's roadways.

Whereas, public safety is the highest priority and must be maintained on Florida's roadways before, during, and after traffic incidents; and

Whereas, the quality of life in the State of Florida is heavily dependent upon the free movement of people, vehicles, and all types of commerce, and FHP and FDOT share the responsibility for achieving and maintaining the degree of order necessary to make this free movement possible; and

Whereas, traffic incidents account for approximately twenty-five percent of non-recurring congestion and the impacts on commerce can be minimized with sound traffic incident management practices by responding agencies; and

Whereas, nationally, it is estimated that five fire personnel, twelve police officers, and sixty tow truck operators are killed in struck-by incidents each year, and governmental entities have the responsibility to do whatever is reasonable to reduce the risks to responders; and

Whereas, secondary crashes pose safety risks to incident responders and all motorists; and

Whereas, the expeditious clearance of traffic incidents promotes safety, and that vehicle removal, move-over laws, and quick clearance policies minimize exposure and the potential for secondary crashes; and

Whereas, it is understood that damage to vehicles or cargo or both may occur as a result of clearing the roadway on an urgent basis. While reasonable attempts to avoid such damage shall be taken, the priority of responders is to safely restore traffic to normal conditions because traffic incident related congestion has an enormous cost to society. This cost is significantly greater than the salvage value of an already damaged vehicle and its cargo.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

1. Roadways will be cleared of damaged vehicles, spilled cargo, and debris as soon as it is safe to do so. Reasonable attempts will be made to avoid unnecessary damage to vehicles and cargo in the process of clearing the roadway.

2. The following operating standards are based on the philosophy that the State Highway System will not be closed or restricted any longer than is absolutely necessary following a traffic crash or other roadway traffic incident.

3. Florida Highway Patrol Operating Standards:

a. Members of FHP who respond to the scene of traffic incidents will make clearing the travel portion of the roadway a high priority. When an investigation is required, it will be conducted in as expedient a manner as possible considering the severity of the incident. Non-critical portions of the investigation may be delayed until lighter traffic conditions allow completion of those tasks. FHP will close only those lanes absolutely necessary to safely conduct the investigation. FHP will coordinate with FDOT representatives to set up appropriate traffic control, establish alternate routes, expedite the safe movement of traffic at the scene, and restore the roadway to normal conditions as soon as possible.

b. Whenever practical, damaged vehicles on access-controlled roadways will be removed to off ramps, accident investigation sites, or other safe areas for completion of investigations to reduce delays. Tow truck operators will be requested as soon as it is evident that they will be needed to clear the roadway. FHP will assure that all authorized tow operators have met established competency levels and that the equipment is of appropriate size, capacity, and design to meet all standards of the State of Florida.

c. FHP will not unnecessarily cause any delay in reopening all or part of a roadway to allow a company to dispatch its own equipment to off-load cargo or recover a vehicle or load that is impacting traffic during peak traffic hours or creating a hazard to the public. FHP and FDOT will cooperate in planning and implementing clearance operations in the most safe and expeditious manner, to include the use of FDOT's Rapid Incident Scene Clearance (RISC) Procedure Number 750-030-020 when and where appropriate.

4. Florida Department of Transportation Operating Standards:

a. When requested by FHP or any other emergency response agency, FDOT will respond and deploy resources to major traffic incidents 24 hours a day, 7 days per week. Each FDOT District will develop and implement response procedures to meet the goal of providing initial traffic control within **30 minutes** of notification during the assigned working hours of each maintenance yard, and **60 minutes** after hours.

b. FDOT, in coordination with FHP, will upgrade traffic controls, determine detour routes, and discuss clearance strategies. When requested, FDOT will provide temporary traffic controls to ensure a safe work zone for all responders and the motoring public.

c. FDOT, in cooperation with FHP, will determine and deploy the necessary heavy equipment and manpower to reopen the roadway if there is a delay in clearing the travel lanes, or if the task is beyond the capabilities of the tow truck operator on scene. If cargo or spilled loads [non-hazardous] are involved, FDOT will make every effort to assist in the relocation of the materials in the shortest possible time, using whatever equipment necessary. All such materials or any vehicles relocated by FDOT will be moved the minimum practical distance to eliminate traffic hazards.

d. FDOT personnel will document all hours and equipment used for traffic control, roadway clearance, and debris clean up. FDOT will place traffic control devices at the scene should any damaged vehicles or cargo remain on the shoulder adjacent to the travel lanes for removal at a later time.

5. FDOT and FHP will continually work together to ensure that the needs of motorists on state roadways are being met in the most professional, safe, and efficient manner.

6. FHP and FDOT will evaluate and continually update and modify their operating policies, procedures, rules, and standards to assure they are consistent with this Agreement.

7. FHP, together with FDOT, will research, evaluate, and conduct training in the most advanced technologies, equipment, and approved methods for the documentation and investigation of crash or traffic incident scenes. FHP, using these techniques, will prioritize the investigative tasks that impede traffic and reopen travel lanes upon completion of such tasks that must be conducted in order to minimize impeding traffic.

8. Roadways will be cleared as soon as possible. It is the **goal** of all agencies that **all incidents be cleared from the roadway within 90 minutes of the arrival of the first responding officer**. This goal is made with the understanding that more complex scenarios may require additional time for complete clearance.

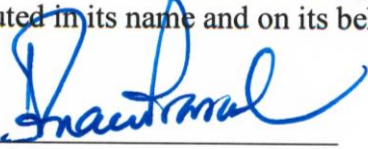
9. This Agreement applies to the impacts of roadway traffic incidents and does not apply to closures that are necessary for the furtherance of motorists' safety such as those undertaken for high winds, flooding, ice, fog, smoke, or other circumstance.


10. FHP and FDOT will actively solicit and enlist other state, county, and local agencies, political subdivisions, industry groups, and professional associations to endorse this Agreement for the State of Florida.

11. FHP will be responsible for calling a meeting with FDOT in July of each year to review this policy, and make changes as necessary.

12. With the mutual agreement of both parties, this policy agreement may be terminated on an agreed upon date without penalty to either party.

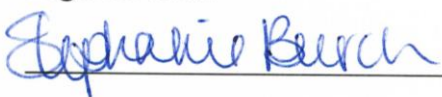
In witness whereof, each party to this Agreement has caused this Agreement to be executed in its name and on its behalf by its duly authorized representative.

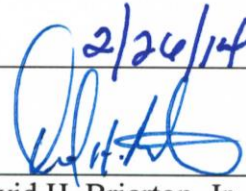
By: 
Ananth Prasad, P.E.
Secretary
Florida Department of Transportation

By: 
Julie L. Jones
Executive Director
Florida Department of Highway Safety and
Motor Vehicles

Date: 1-31-14

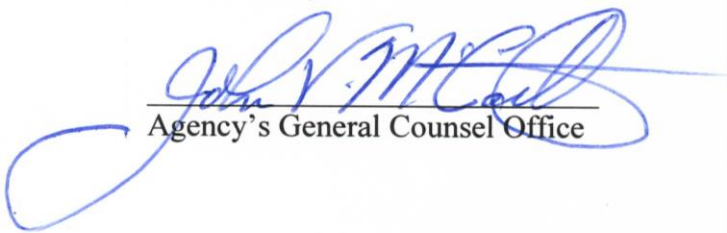
Date: 2/26/14

Legal Review:


By: 
Col. David H. Brierton, Jr.
Director
Florida Highway Patrol

Date: 2/17/14

Reviewed By:


Agency's General Counsel Office

ATTACHMENT “B”

EVENTS, CRASHES OR TRAFFIC INCIDENTS* UTILIZING THE SERVICES OF THE RECOVERY VENDOR FOR RAPID INCIDENT SCENE CLEARANCE

- A. Tractor Trailer Combinations (DOT Class 8)
 - **Rollover blocking one or more travel lanes**
 - **Multiple truck crash**
 - **Lost Load on or affecting the travel lanes**
 - **Load Shifted on or affecting a travel lane**
 - **Lost tandems or split trailer on or affecting a travel lane**
 - **Truck fire with tires burned off or cargo spilled**
 - **Major impact with or on top of a barrier wall, guard rail or with a bridge support.**

- B. Trucks over 16,000 lbs. (DOT Class 5, 6 & 7)
 - **Rollover blocking one or more travel lanes**
 - **Lost load on or affecting the travel lanes**
 - **Load shifted on or affecting a travel lane**
 - **Truck fire with tires burned off or cargo spilled**
 - **Major impact with or on top of a barrier wall, guard rail or with a bridge support.**

- C. Motor Homes and Motor Coaches (DOT Class 5 and 6)
 - **Rollover blocking one or more travel lanes**
 - **Fire with tires burned off**
 - **Major impact with or on top of a barrier wall, guard rail or with a bridge support**

- D. Busses (16 passenger or more, DOT Class 6, 7 & 8)
 - **Rollover blocking one or more travel lanes**
 - **Fire with tires burned off or burned luggage on the roadway**
 - **Major impact with or on top of a barrier wall, guard rail or with a bridge support**

- E. Aircraft
 - **Any incident involving an aircraft effecting the travel lanes**

- F. Large yacht type boats

- G. Mobile Homes, Modular Homes, or Modular Buildings

- H. Any incident with debris which affects the roadway with long term closures that cannot be cleared with normal FHP rotation wrecker services.

Note: *In addition, any complex or extended incident where vehicles cannot be easily towed from the scene or are creating a hazard to traffic may be candidates for using the “Vendor” as directed by the District.*

*Includes but not limited to

ATTACHMENT "C"

Equipment and Vehicle Requirements

The Vendor shall be required to submit to the District documentary proof of current ownership or lease of the following equipment having the minimum capacity, size and number listed below:

A. Initial Response:

Recovery Wrecker Requirements (Company Owned/or leased)

One 50-ton (Heavier) Hydraulic, extendable, fixed boom, ultra heavy duty recovery wrecker with a boom structural rating (TEMA or SAE) of 100,000 lbs or rotator type wrecker with the same capacity or greater. A minimum of two planetary winches with a manufacturers rating of 50,000 lbs. each and 200 ft. of $\frac{3}{4}$ " cable. The boom shall extend a minimum of 150" beyond the tailgate. The boom shall elevate to a working height of 21 ft. The truck chassis shall be a minimum of 62,000 lbs gross vehicle weight (GVW). The unit shall be equipped with an under reach tow unit with a capacity of 50,000 lbs. The truck chassis must be designed for or reinforced for severe service. The drive line shall also be severe service and geared for the low end, high torque applications frequently required for quick clearance and relocation of loaded, wrecked heavy trucks - in some cases while they are still overturned.

AND

One 35-ton capacity rotator type heavy-duty wrecker or extendable boom wrecker with the same capacity or greater. The Vendor may request to substitute a mobile crane for the rotator. To be considered, the mobile crane shall have a minimum capacity of 35 tons and be equipped for truck crash recovery with the tool supplies and rigging as established in this agreement. A valid OSHA crane operator certification is required. The District reserves the right to approve or reject the request to substitute a crane for the rotator wrecker.

NOTE: ONE OF THE ON-SCENE WRECKERS SHALL BE A ROTATOR OR DISTRICT APPROVED MOBILE CRANE.

A. Recovery Support Vehicle Requirements: (Company Owned/or leased)

1 ea. Support vehicle with an enclosed or utility body and a roof mounted DOT approved MUTCD Type B arrow board. The truck shall be stocked with MUTCD traffic control devices (signs, sign stands and cones etc.) and the additional tools, equipment and material listed.

Alternatively this may consist of the Vehicle with Type B arrow board and a support trailer with all recovery equipment.

B. Additional Trucks and Heavy Equipment Requirements: (Company Owned or leased)

- **1 ea. Heavy-duty skid steer loader with bucket, broom, and fork attachments. The loader should have the capability to load a dump truck. (e.g., Bobcat T300)**
- **2 ea. 20-yd dumpsters (including the ability the transport them to the scene)**

C. Subcontracted Service Providers

The Vendor shall provide proof of an existing account in good standing with a local company to provide the following services. These services must have the means to respond to a major incident scene, 24 hours per day/7 days per week in one hour or less.

- **A Maintenance of Traffic (MOT) Contractor that can provide and set up MUTCD and FDOT approved work zone traffic controls including a Worksite Traffic Supervisor.**
- **A Disposal Company that can deliver to the scene of an incident dumpsters or hoppers for crash debris, fire debris and or spilled non-hazardous cargo.**
- **A Vacuum or Suction Service for off loading or recovering spilled grains, powders, plastic pellets, etc.**
- **A Trucking or Transport company that can provide dump, refrigerator or flat bed trucks and trailers.**
- **1 ea. Tilt bed, hydraulic, lowboy semi-trailer (Landoll or equivalent) with a 35-ton capacity, 48 ft. bed and a 20,000 lb. winch with 75 ft. of 5/8" cable**
- **1 ea. Tandem axle tractor with a sliding fifth wheel**
- **1 ea. Rubber tired, articulated, heavy construction end loader with a minimum 2 yard bucket (when loaded on the lowboy trailed the combined height must not exceed 13 ft.-6in.)**
- **A Construction Crane Rental Company with 50-ton and larger mobile cranes.**
- **A source of bulk sand available 24 Hours a day, 7 days a week.**

D. Items Required on Recovery Wreckers

At a minimum, each Recovery Wrecker or District approved mobile crane shall meet the requirements established by F.A.C. 15B-9.005. In to equipment identified by F.A.C.15B-9.005, District X requires the Vendor to carry the following tools, supplies and rigging:

- Alloy (grade #8) chain: 2 ea. 3/8"x 10', 2 ea. 5/8"x 10' and 4 ea. 1/2"x 10'
- Two pair (4), wide profile, 50-ton, nylon recovery straps
- Four heavy duty snatch blocks (working load matched to the wrecker)
- Various hooks, clevis' and chokers (matched to the wrecker capacity)
- 1 ea. High Pressure air cushion (24"x24") with control module and hose
- 4 ea. hardwood timbers (4"x6")
- 8 ea. hard wood cribbing (4"x4")
- 1 ea. Extension ladder (18 ft.)
- 1 ea. 36" bolt cutters
- 1 ea. BC Fire extinguisher (10 lbs.) or 2 ea. BC Fire extinguisher (5 lbs.)
- 1 ea. Long handle axe
- 1 ea. Long handle shovels (flat blade)
- 1ea. Long handle shovels (round blade)
- 1 ea. Street brooms
- 4 ea. Wheel chocks
- 1 ea. 5 ft. Pike bar
- 1 ea. Crow bars (36")
- 1 ea. Sledge hammer (10-12 lbs)
- 1 ea. Hydraulic jack (20-ton)
- 1 ea. Plug/spill kits, fully stocked
- Angle iron or aluminum, wide flange various lengths
- 1 ea. Complete brake release kit: (hand tools, hoses, glad hands, numerous fittings and brake caging bolts)
- 2 ea. Heavy duty, Industrial flashlights
- 12 ea. Thirty-six (36) inch, 12lb. reflectorized traffic cones stamped with the FDOT certified product number
- 1 ea. Commercial box 30-minute highway flares
- 120 lbs. or 30 gal. of oil dry or approved absorbent
- 50 ft. of rope (1/2")
- 4 ea. load binders, transport chains and cheater pipe
- 1 ea. Tarpaulin (Minimum size of 400 square feet)

- Digital camera with a minimum of 5 megapixels (may be carried on wrecker or support vehicle) or smartphone
- 2 ea. Rolls of duct tape
- 1 ea. Complete mechanics hand tool set
- 1 ea. Complete first-aid kit

E. Equipment List for Recovery Support Vehicle or Recovery Support Trailer

Items required in the Recovery Support Vehicle or Recovery Support Trailer pulled by a Support Vehicle:

- 60 ea. Thirty-six (36) inch, 12lb. reflectorized traffic cones stamped with the FDOT certified product number
- 4 ea. Fabric, MUTCD approved Incident Management Warning signs
- 4 ea. Portable sign stands for 48" warning signs (see above)
- 1 ea. Gas powered cut-off saw
- 2 ea. 500-watt Auxiliary flood lights w/stands
- 1 ea. Minimum 3,500-watt generator
- 1 ea. Portable air compressor or truck supplied compressed air
- 1 ea. Air impact wrench with sockets
- 1 ea. Air powered metal chisel
- 1 ea. Acetylene/Oxygen cutting torch
- 1 ea. Bolt cutters (36")
- 4 ea. Long handle shovels (flat blade)
- 2 ea. Long handle shovels (round blade)
- 2 ea. Aluminum or plastic coal or grain shovels
- 4 ea. Street brooms
- 1 ea. Refrigerator dolly
- 1 ea. Hand trucks
- 1 ea. Pallet puller
- 1 ea. Dock plate with clamps
- 2 ea. Large Tarpaulins (Minimum size of 400 square feet)
- 6 dozen 30-minute Highway flares
- 200 lbs. or 50 gals. of oil dry or approved absorbent
- 1 Roll of rubber floor runner (36" wide)
- 10 lbs. of 16D nails
- 8 2x4 studs
- 2 Rolls of heavy duty (80 gauge) stretch wrap with dispenser
- 4 Rolls of duct tape
- 4 load binders and securement chain for a 30-ton load
- 1 Case of heavy duty, 55-gallon trash bags (Minimum of 25 bags)
- 1 Roll of heavy gauge polyethylene plastic sheeting
- 1 ea. Complete first-aid kit
- 2 ea. Large capacity trash cans
- 1 ea. BC Fire extinguisher (10lbs.)
- 2 ea. Sewer drain or inlet covers (mud flaps acceptable)

These tools, supplies and material are required as a minimum. It is expected that a professional recovery wrecker operation will supplement this list with all items needed to operate in a safe and efficient manner.

The "Vendor" grants the Florida Department of Transportation, the Florida Highway Patrol and local law enforcement the right to inspect the vehicles and equipment, or those of any subcontractor, upon request during normal business hours to establish or confirm that the Company is in compliance with the terms of this Agreement.

EXHIBIT “B”

METHOD OF COMPENSATION

1. BILLING VEHICLE OWNERS

The Vendor agrees to seek compensation for actual vehicle recovery and towing services performed pursuant to this agreement solely from the owner of the vehicle or their insurance provider. The Vendor agrees that no claim for compensation will be made against the District, the Florida Highway Patrol, local law enforcement or its employees or agents for any recovery or towing services.

2. PERFORMANCE PAYMENTS

The Vendor shall be eligible for payment under paragraph 2.1 or 2.2, but not both, provided certain requirements are met. Payment under paragraph 2.3 shall only be made if performance payment is made under paragraph 2.2 and the additional trucks and heavy equipment were mobilized at the request of the Department.

2.1 In the event the Vendor mobilizes and arrives at the crash scene at the District’s request with the traffic control devices and recovery equipment, as specified in Attachment “C”, within one hour, unless additional arrival time has been granted for out of area/zone response by the District and recovery services are not necessary or another towing and recovery firm hired or engaged by the vehicle owner is allowed by FHP, local law enforcement, and the District incident managers to complete the clearance of the incident and towing of the vehicles, the District agrees to pay a Flat Rate **Service payment of \$600.00**. Once a “notice to proceed” is given to the Vendor to commence actual performance of removal and clearance services, the Vendor is not eligible for payment under this paragraph 2.1.

2.2 The Department agrees to pay the Vendor a Flat Rate **Emergency Response and Mobilization payment of \$2,500** when services were authorized by the Department, FHP or local law enforcement.

To qualify for the Emergency Response and Mobilization payment the Vendor must:

- Have responded to the incident scene with all requested recovery, clearance and traffic control equipment and necessary personnel **within one hour** from the official notification by the FDOT, FHP or local law enforcement, unless additional arrival time has been granted for out of area/zone response by the District.

AND

- Have completed the removal and clearance of all crash scene vehicles, cargo, debris and non-hazardous vehicle fluids from **all travel lanes** and **opened** to traffic **within 90 minutes** after the Notice to Proceed by FHP, local law enforcement or a Department authorized representative.

Note: The documented “notice to proceed” and “all lanes open” times recorded at the Traffic Management Center (TMC), FHP Communications Center or local law enforcement communications center will be used to verify the request for emergency response and mobilization payment. If needed, the final clean up and removal of wreckage and debris shall be coordinated with the District, FHP or local law enforcement and may be postponed until the operation will have a minimal impact on traffic.

2.3 Upon approval of the Investigating Law Enforcement Officer, or the district designee, the District agrees to pay for a Flat Rate **Additional Trucks and Heavy Equipment Response and Mobilization payment, of \$600** for the additional Trucks and Heavy Equipment listed in Attachment “C”. **This payment will apply for response and mobilization of the equipment in Attachment “C” when not used in the recovery effort. The cost of bringing this additional equipment will not be billed to insurance companies by the**

Vendor. The vendor may qualify for the additional equipment mobilization payment of \$600 in addition to the initial response mobilization payment of \$600 shown in 2.1 above, if the RISC vendor arrives on-scene within the required time frames and is not utilized for incident recovery.

- 2.4 **Once the additional equipment is placed into service in the recovery effort at the incident scene, the above “Additional Trucks and Heavy Equipment Response and Mobilization payment” will be increased to \$1,000 and the use may be billed to the insurance companies by the Department as part of the RISC incident. \$1,000 is the maximum amount available for Additional Trucks and Heavy Equipment Response and Mobilization payments.**
- 2.5 The FHP Regional Communications Center, any applicable local law enforcement agency communication center, or the Department Traffic Management Center will note all times as related to the RISC implementation and operation.

3. FORFEITURE OF PERFORMANCE PAYMENTS

No performance payment shall be made to the Vendor under paragraph 2.2 and 2.3 of this Exhibit “B” if the Vendor has not completed their work and all travel lanes are not open to traffic **ninety (90) minutes** after the notice to proceed.

If the Vendor was ordered to stop their roadway clearance activity by Fire Rescue, FHP, local law enforcement or the Department authorized representative, the Vendor will not be penalized for the time they were delayed. This extended time must be documented by the authorized representative of the District or incident commander at the incident scene. The vendor should ensure that both the time of the work stoppage and the restart time are recorded in the incident log (event chronology).

4. LIQUIDATED DAMAGES

If the Vendor has not completed the removal and clearance of the vehicles, non-hazardous cargo, debris and vehicle fluids after three hours from the Notice to Proceed, and all travel lanes are not open to traffic as a result, a flat rate of **\$600** can be assessed against the Vendor at the discretion of the authorized representative of the District. An additional **\$600** may be assessed for each additional hour or **\$10 per minute** it takes the Vendor to completely open the roadway to traffic.

Exemptions to the Liquidated Damages Provisions:

Incidents involving trucks hauling a Hazardous Material cargo that by direction of the Department authorized representative require special precautions. Incidents involving damage to the roadway infrastructure that prohibit reopening the travel lanes.

5. BILLING

The Vendor shall bill the Department for services rendered only upon receipt of a **Confirming Letter of Authorization (LOA)** issued by the Department following completion of services. The Department’s LOA shall identify the location where services were authorized to be performed, the services to be compensated, and the rate to be paid as set forth in this agreement. The Vendor’s invoice shall reference the services being billed and the LOA number.

6. INVOICES

The Vendor agrees to provide the District with copies of all invoices billed to insurance companies of vehicles involved in RISC activation.

7. All elements of a RISC activation shall be completely documented by the Vendor. This shall include photographs, time of day, lanes blocked, and duration of incident.

EXHIBIT "C"

PROPOSER'S AREAS OF COVERAGE

(Check the box(es) to indicate the highway segment(s) your firm wants to cover)

HIGHWAY	SEGMENT	CHECK YOUR COVERAGE AREAS
I-75	49 TO 50	<input type="checkbox"/>
I-75	50 TO 60	<input type="checkbox"/>
I-75	60 TO 70	<input type="checkbox"/>
I-75	70 TO 80	<input type="checkbox"/>
I-75	80 TO 90	<input type="checkbox"/>
I-75	90 TO 100	<input type="checkbox"/>
I-75	100 TO 110	<input type="checkbox"/>
I-75	110 TO 120	<input type="checkbox"/>
I-75	120 TO 130	<input type="checkbox"/>
I-75	130 TO 140	<input type="checkbox"/>
I-75	140 TO 150	<input type="checkbox"/>
I-75	150 TO 160	<input type="checkbox"/>
I-75	160 TO 170	<input type="checkbox"/>
I-75	170 TO 180	<input type="checkbox"/>
I-75	180 TO 190	<input type="checkbox"/>
I-75	190 TO 200	<input type="checkbox"/>
I-75	200 TO 210	<input type="checkbox"/>
I-75	210 TO 220	<input type="checkbox"/>
I-75	220 TO 230	<input type="checkbox"/>
I-75	230 TO 240	<input type="checkbox"/>
I-275	00 TO 10	<input type="checkbox"/>
I-275	10 TO 20	<input type="checkbox"/>

EXHIBIT “D”

PROPOSAL FORMS FOR RAPID INCIDENT SCENE CLEARANCE (RISC)

EXHIBIT "D"
PROPOSAL FORMS FOR
RAPID INCIDENT SCENE CLEARANCE (RISC)

Print or type, include additional sheets if required.

Name of Vendor: _____

Business address: _____

Business Telephone No.: _____

Fax Telephone No.: _____

24 hour Telephone No.: _____

E-Mail Address: _____

Please check the appropriate space:

- | | |
|---------------------------|-------------------|
| _____ Sole Proprietorship | _____ Partnership |
| _____ Joint Venture | _____ Corporation |

State of Florida Registration Number: _____

Years this Vendor has been in the Towing and Recovery Business: _____ years.

Names of ultimate equitable Owner/Owners and Officers:

- | | |
|-------|-----------------------------------|
| _____ | Years experience in towing: _____ |
| _____ | Years experience in towing: _____ |
| _____ | Years experience in towing: _____ |
| _____ | Years experience in towing: _____ |

The date the Vendor began operating under this name: _____

Locations (City/County): _____

Complete this form for each garage or tow yard:

Address: _____

City: _____

State: _____ Zip: _____ Phone: (____) _____ Fax: (____) _____

Does the applicant own or lease the business buildings and/or adjoining land at each of these sites?

Please explain: _____

If leased, provide the owners name and address and term of the lease:

Owner's Name: _____ Term of lease(s): _____

Address: _____ City: _____

State: _____ Zip: _____ Phone: (____) _____ Fax: (____) _____

Indicate dates leases expire. _____ Is there an option to renew? _____

How long has the garage or tow yard been operating at this location? _____

Size of garage: _____

List hours of Operation for the:

Garage _____ to _____ Tow Yard office _____ to _____

Name of business if the garage is used as a vehicle repair business.

_____ Number of mechanics _____

Size of secure storage yard _____ Is it fenced? _____

List the types of additional security arrangements or elements utilized

Indicate the closest access point to the highway coverage areas you've checked in Exhibit "C" and route to be taken from your

garage: _____

Distance from garage to this Highway access point _____ Miles

Travel time for a Recovery Truck to the access point: Day _____ Night _____

Wreckers and Equipment

List on the following page, each of the Recovery Trucks that will be used to qualify for this contract with the following detailed information:

TRUCK CHASSIS:

1. Make and model and year
2. V I N
3. GVW, Wheel base, Number of axles
4. Engine make, horsepower and torque output
5. Details of driveline
6. Push Bumper (Yes or No)

RECOVERY WRECKER:

1. Wrecker and body manufacturer and model
2. Winch capacity
3. Boom capacity and reach
4. Under-lift capacity and reach

MOBILE CRANE – if substituted for the Rotator type wrecker

1. Crane and body manufacturer and model
2. Winch capacity
3. Boom capacity and reach
4. All crane operators shall have OSHA crane operator certification

(Refer to Attachment "C", Equipment and Vehicle Requirements.)

Description of Recovery Wrecker Equipment

UNIT #1:

UNIT #2:

Optional

OTHER UNITS:

Additional Trucks and Heavy Equipment

List with a detailed description all additional Vendor-owned or leased equipment that is required for this contract.

(See the listed equipment requirements)

For each piece of equipment indicate:

Make, model, capacity, year, Serial number or VIN:

Use additional sheets as needed

Subcontractor Equipment and Service Providers

List your subcontracted service providers with which agreements exist to respond to the District on a 24-hour basis as required by this contract.

Indicate company name, address, phone, type of equipment and location the equipment will be deployed from:

Use additional sheets as needed

STAFF

Qualifications and Experience

List of all Operators including Owners

Note: This information will be used to qualify the Vendor and if needed for background and security checks

Full Name:

CDL Type and License number:

State of Issue:

Date of birth:

Date of hire:

Provide complete detailed description of towing experience, formal training attended and certification level attained along with dates:

(Please indicate if the employee is in training)

Use additional sheets as needed

Attach Project description, dates, photos and locations of successfully completed projects.