




**M E M O R A N D U M**  
**ADDENDUM NO. 1**

Date: September 10, 2018  
To: Bidders  
From: Windy Spatafora   
Procurement Specialist  
Florida's Turnpike Enterprise  
Subject: RFP-DOT-18/19-8002-WS  
Specialty Towing and Roadside Repair (STARR) Services

Bidders and other interested parties are informed that the above referenced documents are hereby revised changed and supplemented as set forth below:

1. The Special Conditions, Page SC-16 has been amended to revise 30.4 (b) (3) Hurricane Rates to change (Pay Items 3-6) to (Pay Items 3-7).
2. Exhibit "A," Scope of Services, Page A-4, Section 2.3, Turnpike Emergency/Evacuation Plan Wrecker Support, has been amended to revise Paragraph three (3) to include heavy-duty wreckers.
3. Exhibit "A," Scope of Services, Page A-18, Section 4.5.3, Tools and Equipment has been amended to revise the list of equipment required to be carried on each vehicle.
4. Appendix "F," Specialty Towing and Roadside Repair Services Program Selection Process, Page 1 has been amended to revise the Maximum Value Points available for the Technical proposal.
5. Exhibit "C," Quantity and Price Proposal, Page C-1 has been amended to revise footnote number 3 to include item 7.

*Please remove the following pages and replace them with the attached revised copies dated September 7, 2018: Special Conditions Page SC-16, Scope of Services Pages A-4 and A-18, Appendix F, and Exhibit C Page C-1.*

**Acknowledgement of Receipt**

*Acknowledgement of receipt of Addendum No. 1 shall be identified by signing the Addenda Acknowledgement Form No. 6 and enclosing same with your Proposals. Please remember to replace the pages in your bid package with the attached revised pages.*

The following point system is established for scoring the technical proposals:

	<u>Point Value</u>
1. Proposed Operations Plan	35
2. Training and Equipment	35
3. Facilities	10

b. Quantity and Price Proposal (20 Points)

The quantity and price evaluation is the process of examining prospective quantities and prices without evaluation of the separate quantity and cost elements and proposed benefit to the potential provider. Quantity and price analysis is conducted through the comparison of price quotations submitted.

The criteria for quantity and price evaluations shall be based upon the following formula provided in Appendix F, Selection Process, under calculated scores.

	<u>Point Value</u>
1. Response Time	10
2. Permit Fee	4
3. Hurricane Rates (Pay Items 3-7)	3
4. Facility Distance from Sector	3

**31) POSTING OF INTENDED DECISION/AWARD**

31.1 The Department's decision will be posted on the Florida Vendor Bid System, at [www.myflorida.com](http://www.myflorida.com), (click on "BUSINESS," click on "Doing Business with the State," under "Everything for Vendors and Customers," click on "Vendor Bid System (VBS)," on date and time in the Timeline, and will remain posted for a period of seventy-two (72) hours. Any proposer who is adversely affected by the Department's recommended award or intended decision must file the following with the Department of Transportation, Clerk of Agency Proceedings, Office of the General Counsel, 605 Suwannee Street, Mail Station 58, Tallahassee, Florida 32399-0450:

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.



- Shall state, in Exhibit C, Quantity and Price Proposal, the proposed hourly rates for Turnpike Emergency/Evacuation Plan Wrecker Support (see Section 2.3, Exhibit B, and Appendix E).

### **2.3 Turnpike Emergency/Evacuation Plan Wrecker Support**

The Vendor shall make resources available to provide services to assist FHP and FTE during an emergency/hurricane evacuation.

The Vendor will be a participant in the Wrecker Support Component of the FTE Turnpike Emergency/Evacuation Operation Plan, which utilizes privately owned wreckers (tow trucks) and qualified operators to supplement FTE and Florida Highway Patrol (FHP) efforts to maximize the continuous and safe flow of extremely high volumes of traffic prior to landfall of a tropical storm or hurricane or other stated emergency.

The Vendor will provide light, medium and heavy-duty wreckers, patrol vehicles, and support units in accordance with the Wrecker Support Component of the Turnpike Emergency Evacuation Operation Plan (Appendix E), which details the equipment and operational requirements.

The Vendor shall propose maximum rates for providing services in accordance with the Wrecker Support Component of the Turnpike Emergency/Evacuation Plan in Exhibit C, Quantity and Price Proposal. These rates are used as a qualifying factor, but may also be a part of the negotiating process subsequent to award.

The Vendor shall prepare and submit a service and maintenance plan to show how units supplied under the Wrecker Support Component of the Turnpike Emergency/Evacuation Plan will be kept in continuous service with a minimum of down time. The plan shall include, but is not limited to, availability of spare tires, fuel, and other service items. Additional details may be found in Appendix E.

### **2.4 Conflicts with other Response Agreements**

The Vendor shall not be awarded a Specialty Towing and Roadside Repair Services sector in the same or overlapping areas where the Vendor has an existing Road Ranger Safety Service Patrol agreement/contract with FTE.

Likewise, Vendors that have an existing Road Ranger Safety Service Patrol agreement/contract with FTE are precluded from providing Specialty Towing and Roadside Repair Services in the area of said agreement/contract.

This requirement does not include Rapid Incident Scene Clearance (RISC) providers within their RISC designated area.

### **2.5 InstaTow Quick Tow Program**

FTE has a program unique to Florida in which service vehicles participating in this Specialty Towing and Roadside Repair Services program may be dispatched to incident scenes without waiting for arrival of law enforcement at the scene. Based on observation and/or verification through the FTE CCTV network (or other reliable source), service tow vehicles in this program can be dispatched early in the incident timeline.

This InstaTow program allows tow vehicles to be notified faster, thus shortening overall incident duration and returning the system to normal flow. Quickly notifying the Vendor reduces service



- Five (5)-pound CO<sub>2</sub> or dry chemical fire extinguisher or equivalent. Must be approved type and have current inspection tag attached
- Six 36" FDOT-approved traffic cones
- Jumper cables
- Bolt cutters with a minimum opening of one-half (1/2) inch
- Four-way lug wrench
- Gasoline (5 gallons minimum)
- Plug N' Dike putty or equivalent
- Flashlight
- Five (5) thirty-minute fuses
- Trash can (5-gallon minimum)
- Cold patch, Sakrete 60 lb. bag or equivalent. **Not required to be carried on each vehicle but must be available as needed.**
- Steel tamp, 8"x8". **Not required to be carried on each vehicle but must be available as needed.**
- Tarp (20'x20') available. **Not required to be carried on each vehicle but must be available as needed.**
- Additional equipment as carried by a professional towing and recovery Vendor matched to the capacity of the tow truck or car carrier

#### **4.6 Communication and Dispatch**

The Vendor shall be available to provide roadside and towing services twenty-four (24) hours per day, seven (7) days a week. The Vendor shall provide FTE with at least two (2) telephone numbers at which the Vendor can be contacted at all times.

FHP Dispatch will make two (2) attempts to contact the Vendor. If contact is not made on the second attempt, FHP Dispatch has the discretion to contact another provider.

The Vendor must dispatch an appropriate service vehicle to the scene of the call.

**Response times are a primary performance measure for this program.**

##### **4.6.1 Communication Language**

Clear communication during incidents between Tow Operators and FHP Dispatch is critical to the safety of on-scene personnel. FTE conducts its official business in English. Consequently, all communication between the Tow Operators and FHP Dispatchers shall be conducted in English.

##### **4.6.2 FHP Communication**

Upon receiving a dispatch call, the Vendor will immediately dispatch the appropriate service vehicle(s). If the Vendor does not expect to meet the response time requirements for the incident, the Vendor shall immediately advise FHP Dispatch.

The Tow Operator or Vendor will advise FHP Dispatch of the following:

- Truck Number
- When dispatched
- Immediately upon arrival at the scene.

##### **4.6.3 Location Reporting**

Upon arrival at an incident, the Tow Operator or Vendor will advise FHP Dispatch of arrival, and provide location and description and tag number of the vehicle.



## Specialty Towing and Roadside Repair Services Program Selection Process

### Appendix "F"

STARR Towing Program applications will be reviewed and assessed according to the following criteria:

Item	Description	Maximum Value
<b>Scored by Technical Review Team:</b>		
Proposed Operations Plan	Proposed quantity, assignment and availability of equipment and operators; proposed management staff; understanding of the agreement; demonstrated understanding of quick clearance concepts; qualifications; previous performance on similar projects.	35 Points
Training and Equipment	Training and certification of assigned staff; fleet size, condition, and appropriateness for the project.	35 Points
Facilities	Condition and adequacy of facilities.	10 Points
<b>Calculated scores:</b>		
Response Time	Proposed response time for Class A tows. Calculation:  $\frac{\text{Shortest response time} \times \text{Maximum points}}{\text{Response time being evaluated}}$	10 Points
Permit Fee	Proposed permit fee for each sector applied for. Calculation:  $\frac{\text{Fee being evaluated} \times \text{Maximum points}}{\text{Highest fee}}$	4 Points
Emergency Rates <sup>1</sup>	Proposed hourly rate for Wrecker Support of the Turnpike Evacuation Plan. Calculation:  $\frac{\text{Lowest hourly rate} \times \text{Maximum points}}{\text{Hourly rate being evaluated}}$	3 Points
Facility Distance from Sector	Driving distance from the Vendor storage facility to the closest Turnpike interchange in the Sector applied for. Calculation:  $\frac{\text{Shortest distance} \times \text{Maximum points}}{\text{Distance being evaluated}}$	3 Points

**Maximum score is 100 points.**

<sup>1</sup> Determination of comparison hourly rates for Turnpike Evacuation Rates:

- Half Sectors 2a, 2b, 3a, 3b, 6a, 6b, 7a, 7b
  - Class A or B wrecker or rollback, fully equipped, with push bumper x 5, plus
  - Class C (minimum 25 ton) wrecker x 1, plus
  - Coordinator, fuel attendant, associated vehicles, supplies and equipment, x 1
- Full Sectors 1, 4 and 5
  - Class A or B wrecker or rollback, fully equipped, with push bumper x 10, plus
  - Class C (minimum 25 ton) wrecker x 1, plus
  - Coordinator, fuel attendant, associated vehicles, supplies and equipment, x 1



**Specialty Towing and Roadside Repair (STARR)  
 Exhibit "C"  
 Quantity and Price Proposal**

Sector applying for:<sup>1</sup> \_\_\_\_\_

Item #	Item	Unit	Quantity	Unit Price	Pay Item Total
1	Response Time <sup>2</sup>	Minutes	_____		
2	Annual Permit Fee	Lump Sum	1	\$_____.	\$_____.
3 <sup>3</sup>	Emergency/Evacuation Rate – 1a. Class A wrecker or flatbed or Class B wrecker, fully equipped, with push bumper	Per Hour	_____ <sup>4</sup>	\$_____.	\$_____.
4	Emergency/Evacuation Rate – 1b. Class A wrecker or flatbed or Class B wrecker, fully equipped, <u>with no push bumper</u> (Calculation: Rate for 1a. less \$20/hr.)	Per Hour	_____ <sup>4</sup>	\$_____.	\$_____.
5	Emergency/Evacuation Rate - Full size pick-up service patrol truck, each (Calculation: 50% x 1a)	Per Hour	_____ <sup>4</sup>	\$_____.	\$_____.
6	Emergency/Evacuation Rate – 2. Class C (minimum 25 ton) wrecker	Per Hour	1	\$_____.	\$_____.
7	Emergency/Evacuation Rate – 3. Coordinator, fuel attendant, associated vehicles, supplies and equipment	Per Hour	1	\$_____.	\$_____.
8	Facility <b>driving</b> distance from Sector Turnpike entry point	Miles <sup>5</sup>	_____		

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. However, all vendors should be aware, that effective July 1, 2018, through June 30, 2019, in accordance with House Bill 5003, the Transaction Fees imposed for use of the State of Florida's eProcurement systems will be seven-tenths of one percent (0.7 %) of the payment issued.

\_\_\_\_\_  
 Name of Business

\_\_\_\_\_  
 Date

<sup>1</sup> Complete an Exhibit "C" form for each sector submitted

<sup>2</sup> Class A response.

<sup>3</sup> Items 3, 4, 5, 6 and 7 are combined (summed) to arrive at the cost per hour for evaluation of proposals.

<sup>4</sup> Enter quantity 5 for half sectors 2a, 2b, 3a, 3b, 6a, 6b 7a, 7b. Enter quantity 10 for sectors 1, 4 and 5.

<sup>5</sup> Round to nearest whole mile (minimum 1 mile)