




M E M O R A N D U M
ADDENDUM NO. 2

Date: September 12, 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 Request for Proposal, Introduction Section, Pages SC-2 & SC-3, Section 2, Timeline has been amended to add/revise the following dates:
 - a. A second Mandatory Pre-Proposal Conference has been scheduled for Tuesday, September 25, 2018 at 10:30 a.m. (see attached for locations)

PLEASE NOTE: VENDORS WHO ATTENDED THE FIRST MANDATORY PRE-PROPOSAL CONFERENCE HELD ON WEDNESDAY, SEPTEMBER 5, 2018 ARE NOT REQUIRED TO ATTEND THE SECOND MANDATORY PRE-PROPOSAL CONFERENCE.
 - b. The Deadline for Technical Questions has been extended from Tuesday, September 11, 2018, 5:00 p.m. to Tuesday, October 2, 2018, 5:00 p.m.
 - c. The Proposals Due (Technical & Price) date has been extended from Tuesday, September 25, 2018, 2:30 p.m. to Tuesday, October 9, 2018, 2:30 p.m.
 - d. The Public Opening date has been extended from Tuesday, September 25, 2018, 2:30 p.m. to Tuesday, October 9, 2018, 2:30 p.m.
 - e. The Intended Award Meeting has been extended from Tuesday, October 16, 2018, 10:00 a.m. to Wednesday, October 24, 2018, 10:00 a.m.
 - f. The Posting of Intended Award has been extended from Tuesday, October 23, 2018 – Friday, October 26, 2018, 5:00 p.m. to Wednesday, October 24, 2018 – Monday, October 29, 2018, 5:00 p.m.
2. Appendix "D," Maximum Rates and Fees, Page 1 has been amended to revise the Light Duty Class A Standard Customer Tow and the Police Directed Tow.

Please remove the following pages and replace them with the attached revised copies dated September 12, 2018: Introduction Section, Pages SC-2 and SC-3, and Appendix D.

Acknowledgement of Receipt

Acknowledgement of receipt of Addendum No. 2 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.

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.

INTRODUCTION SECTION

1) INVITATION

The State of Florida Department of Transportation, hereinafter referred to as the "Department," requests written proposals from qualified Proposers to provide Specialty Towing and Roadside Repair (STARR) Services. It is anticipated that the term of the Contract will begin on December 1, 2018 and be effective for one (1) year.

The Department intends to award this Contract to the responsive and responsible Proposer whose proposal is determined to be the most advantageous to the Department. After the award, said Proposer will be referred to as the "Vendor." For the purpose of this document, the term "Proposer" means the prime Vendor acting on its own behalf and those individuals, partnerships, firms, or corporations comprising the Proposer team. The term "proposal" means the complete response of the Proposer to the Request for Proposals (RFP), including properly completed forms and supporting documentation.

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 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)", click on "Search Advertisements") under this RFP number. It is the responsibility of all potential proposers to monitor this site for any changing information prior to submitting your proposal.

<u>ACTION / LOCATION</u>	<u>DATE</u>	<u>LOCAL TIME</u>
FIRST MANDATORY PRE-PROPOSAL CONFERENCE*	Wednesday, September 5, 2018	10:30 a.m.

Please bring a copy of the full advertisement package to the meeting.

Pompano Beach Service Plaza
 Milepost 65.0, Florida's Turnpike
 Broward County, Room 1176
 (954) 975-4855

OR

Turkey Lake Service Plaza
 Milepost 263.0, Florida's Turnpike
 Orange County, Building 5315, Rooms 3136 & 3137
 (407) 532-3999

SECOND MANDATORY PRE-PROPOSAL CONFERENCE*	Tuesday, September 25, 2018	10:30 a.m.
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Vendors who attended the first pre-proposal conference are not required to attend the second pre-proposal conference.

Pompano Beach Service Plaza
 Milepost 65.0, Florida's Turnpike
 Broward County
 (954) 975-4855

OR

Turkey Lake Service Plaza
 Milepost 263.0, Florida's Turnpike
 Orange County, Building 5315
 (407) 532-3999

DEADLINE FOR TECHNICAL QUESTIONS (There is no deadline for administrative questions)	Tuesday, October 2, 2018	5:00 p.m.
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PROPOSALS DUE (TECHNICAL & PRICE) Florida's Turnpike Headquarters Milepost 263.0, Florida's Turnpike Turkey Lake Service Plaza, Bldg. 5315 (407) 532-3999	On or Before Tuesday, October 9, 2018	2:30 p.m.
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PUBLIC OPENING*

Tuesday, October 9, 2018

2:30 p.m.

Florida's Turnpike Headquarters
Milepost 263.0, Florida's Turnpike
Turkey Lake Service Plaza, Bldg. 5315
(407) 532-3999

INTENDED AWARD MEETING

Wednesday, October 24, 2018

10:00 a.m.

Pompano Beach Service Plaza
Milepost 65.0, Florida's Turnpike
Broward County
(954) 975-4855

OR

Turkey Lake Service Plaza
Milepost 263.0, Florida's Turnpike
Orange County, Building 5315
(407) 532-3999

POSTING OF INTENDED AWARD

Wednesday, October 24, 2018

5:00 p.m. through

Monday, October 29, 2018

5:00 p.m.

*Denotes Public Meeting

3) AGENDA FOR PUBLIC MEETINGS

Agenda – Public Opening (Technical Proposals)

Agenda for Public Opening of Technical Proposals for RFP-DOT-18/19-8002-WS:

Starting Time: see "Timeline" in RFP solicitation

- Opening remarks of approximately two (2) minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of fifteen (15) minutes total for public input related to the RFP solicitation.
- At conclusion of public input or fifteen (15) minutes, whichever occurs first, the Technical Proposals received timely will be opened, with proposer's name read aloud and tabulated. Price proposals will be kept secured and unopened until the Price Proposal Opening.
- Adjourn meeting.

Agenda – Intended Award Meeting

Agenda for Price Proposal Opening and Intended Award meeting for RFP-DOT-18/19-8002-WS:

Starting Time: see "Timeline" in RFP solicitation

- Opening remarks of approximately two (2) minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of fifteen (15) minutes total for public input related to the RFP solicitation.
- At conclusion of public input or fifteen (15) minutes, whichever occurs first, the Technical evaluation scores will be summarized.
- Announce the firms that did not achieve the minimum Technical Score.



Appendix D

Maximum Rates and Fees

Effective December 1, 2018

Light Duty Class A

Vehicle GVWR under 10,000#

Roadside Service <i>Includes first 30 minutes</i>	\$75	<i>No tow</i> Tire change, jump start, etc. Out of fuel (plus fuel cost) Winching back onto roadway
Mileage	N/A	
On-scene service	\$25	per ¼ hour (after first 30 minutes)

Standard Customer Tow <i>Includes first 30 minutes</i>	\$125	<i>Hook-up and go</i> (Direct customer request or FHP assisted. No Tow Sheet.)
Plus mileage	\$5	per mile
Winching back onto roadway	\$50	
Other or additional service	\$25	per ¼ hour (after first 30 minutes)

Police Directed Tow <i>Includes first 30 minutes</i>	\$125	Crash vehicle removed from incident scene, impoundment for arrest or investigation, remove and impound abandoned vehicle. (Tow Sheet required.)
Plus Mileage	\$5	per mile
Recovery	\$50	Upright overturned car, winching back onto roadway, vehicle in the water
Other or additional service	\$25	per ¼ hour (after first 30 minutes)

Miscellaneous		
Administration fee	\$30	For title and lien search, advertising, owner and lien holder notification plus actual documented fees imposed by State of FL.
Additional labor	\$20	per ¼ man-hour

Notes:

- Mileage fee begins at point of service.
- Time over 30 minutes requires detailed Vendor documentation of services rendered.
- The above rates are not mandated, but may not be exceeded.