



OCTOBER 8, 2009

AGENDA ITEM # 7

REQUEST FOR QUALIFICATIONS/BIDS FOR FREEWAY SERVICE PATROL OPERATIONS

Action Requested: Approve list of qualified firms and authorize distribution of RFB

Key Staff: Norman Hom, FSP Program Manager

Recommendation

1. Approve list of qualified firms resulting from the Request for Qualifications
2. Authorize distribution of Request for Bids to qualified firms
3. Authorize staff to execute a contract with the Lowest Bidder

Discussion

On July 23, 2009, the STA distributed a Request for Qualifications (RFQ), seeking qualifications from towing companies interested in providing Freeway Service Patrol (FSP) operations. Notices were sent to over 200 tow companies throughout the Sacramento Metropolitan area as well as to companies that had previously requested to be on the mailing list. Notices were also published in newspapers and featured on the STA website.

Four Statement of Qualifications were received by the September 10th deadline. The Qualifications were reviewed by a committee comprised of staff from STA, CHP, and the Placer County Transportation Planning Agency. Three firms were determined to meet the requirements set forth in the RFQ for providing tow and roadside assistance services for the FSP:

- College Oak Towing, Sacramento
- Mike's Towing Service, Stockton
- Sierra Hart Auto Center, West Sacramento

If the Board approves this list of qualified tow providers, each will be issued the attached Request for Bids (RFB). The RFB solicits bids for providing FSP service on Beats 5, 6, and 7 (Interstate 5, Interstate 80 "over the top," and Interstate/Business 80 in Yolo County, respectively) while meeting strict performance standards and equipment requirements. The bids will be opened on the due date with all bidders present. The bidder with the lowest hourly rate shall be awarded the contract.

Staff requests that the Board authorize the Executive Director to execute a contract with the low bidder, and to report back on that action.

Schedule for FSP Contractor Selection

Date	Event
July 23, 2009	<u>STA Governing Board Meeting</u> : Authorize release of Request for Qualifications
August 19, 2009	Deadline for filing a protest/objection to the RFQ
September 10, 2009	Deadline for submittal of Qualifications
October 8, 2009	<u>STA Governing Board Meeting</u> : Approve list of qualified firms; Authorize release of Request for Bids
October 29, 2009	Deadline for submittal of Bids; Open Bids and determine Lowest Bidder
November 2, 2009	Execution of contract
November 2, 2009- January 31, 2010	Contractor procures vehicles and other necessary equipment, equips and outfits trucks, hires and trains drivers, obtains insurance and medical certificates (with copies delivered to STA) and pass inspections from CHP
February 1, 2010	New contract begins

Attachments