



CITY OF HOUSTON
FINANCE DEPARTMENT
Strategic Procurement Division

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Mayor

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May 19, 2015

SUBJECT: Letter of Clarification No. 2 for Freeway Tow Agreements of the SafeClear Freeway Towing and Emergency Road Service Program

REFERENCE: Request for Qualification (RFQ) No. S30-Q25402

TO: All Prospective Requestors:

This Letter of Clarification is issued for the following reasons:

- To revise Pages 6 and Page 11, and to respond to questions posed by perspective requestors:
- 1.) Remove Pages No. 6 and 11 and replace with Pages No. 6 and 11 marked revised May 18, 2015.
 - 2.) The following questions and City of Houston responses are hereby incorporated and made a part of the Request for Qualifications:

Question No. 1: On the cover letter for the application it says that you will post the questions and answers on the e-bidding website. Will they be listed under this particular Bid number where the application is?

Answer: Yes. They will be issued under a Letter of Clarification to Request for Qualification No. for S30-Q25402.

Question No. 2: Franchise Tax Account Status. Respondent must provide status from the Texas Secretary of State of its right to transact business in Texas. From what I am understanding, the Secretary of State filing is only if you are incorporated. With my company being a Sole Proprietor, are we required to list any documents in this section? Or do we need to obtain a Secretary of State filing? Any input on this section would be greatly appreciated.

Answer: Sole Proprietors are not required to provide Franchise Tax Account Status.

Question No. 3: If I am bidding on Segments which requires 10 trucks, and I have 8 wrecker trucks in my fleet, and I have purchased two wrecker trucks being ordered, will

the purchasing order invoices and confirmation of financing for the two wrecker trucks be suffice?

Answer: Yes, as long as Respondent provides documentation confirming the truck(s) will be deployable at the time of award of the SafeClear Agreement (tentatively July 2015).

Question No. 4: The Towing companies that are paying their drivers as 1099 employees where taxes are not being reported and paid to the Texas Workforce Commission will be qualified or disqualified to bid on this Contract?

Answer: Only employees of SafeClear Operators are authorized to operate under the SafeClear Agreement.

Question No. 5: Where on the City's website can we view questions/clarification requests submitted concerning the contract.

Answer: Questions/Letters of Clarification to the RFQ can be viewed at http://purchasing.houstontx.gov/Bid_Display.aspx?id=Q25402. A Letter of Clarification will be issued under RFQ S30-Q25402.

Question No. 6: I have applied for Hire Houston First and am awaiting a response. I have obtained a vendor login and ID from the City of Houston. Do I need to complete the forms (about 10-15 different ones) on this website <http://www.houstontx.gov/police/cjis/hpdvencertification.htm> after reviewing. Or will the Criminal Justice Information Services form on the table of required forms (page13 of the app) do?

Answer: To clarify section 7.3.3.4 (page 13) Hire Houston First documentation is not required to be submitted as part of this RFQ. Hire Houston First designation is administered by the City's Office of Business Opportunity (OBO) - please contact Jennifer Tyler of OBO at 832-393-0954.

Hire Houston First designation is not a requirement for award of any of the segments. However it will be used as an advantage for those vendors that have been approved as a Hire Houston First business at time of evaluation.

Question No. 7: During the recent Pre-submission conference when we discussed the "financial section" the representative from the HPD Auto Dealers Division stated that the rule requiring companies to use employees vs contractors is one that has not been enforced. Prior to this proposal this rule has not been one that has been enforced even within the Safe Clear Program there are companies utilizing contractors vs employees. If this rule is now going to be enforced will there at least be a "grace" period allowing prospective companies a reasonable amount of time to make the necessary changes to comply with this rule? Without some type of "grace" period this rule basically excludes all of the small business owners who are otherwise quite well prepared to participate and be an asset to this program.

Answer: Compliance to this provision must be immediate upon award of a SafeClear Agreement. There will not be a grace period. Respondents shall provide

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proof of employer/employee relationship in their respective response packet with documentation from the Texas Workforce Commission.

First, a SafeClear Operator has to hold a Police Authorized Tow Service Agreement (PATSA). The PATSA has 16 references to employment. There are certain PATSA requirements for wrecker driver/employees. If the wrecker driver is an "Independent Contractor" the PATSA holder may not be able to control and direct the wrecker driver to comply with all the requirements of the PATSA.

Second, Section 6.01 of the PATSA states that "Operator shall not... subcontract... any auto wrecker servicing this Agreement to any driver or other person or entity without the prior approval of the [Chief of Police]. This [PATSA] shall terminate upon any attempted assignment, subcontract, lease or other subletting of any obligation assumed hereunder in any manner unless the Chief of Police has given prior written approval thereof.

Third, the SafeClear Agreement has performance requirements. If a wrecker driver is an "Independent Contractor" the SafeClear Operator generally has the right only to control or direct the result of the work, but not what will be done and how it will be done. The SafeClear Agreement has specific requirements regarding what will be done and how it will be done and the SafeClear Operator is responsible for performance in accordance with the SafeClear Agreement.

Through the SafeClear Program, the City is providing a health and safety service to motorists on City freeways. The requirement for the wrecker driver to be an employee of the SafeClear Operator is based on the SafeClear Operator's ability to control and direct the wrecker driver in the performance of the SafeClear Agreement.

Question No. 8. As you know, most drivers in Houston are contract employees. We have been in the process of changing our drivers from contractors to employees. However, this is not an overnight affair. My question is this, if we can supply proof from the State Comptroller's Office that this process is underway, and was started several weeks ago, can we qualify for consideration for the Safe Clear contract? It is expected that this process will be completed prior to the time of the contracts being awarded. As I said, we can supply evidence that this process was started several weeks ago.

Answer: Respondents may provide proof that it is in the process of having its wrecker drivers become employees (rather than independent contractors) of the business. However, only employees of the Operator may operate under the SafeClear Agreement. Respondents shall provide proof of employer/employee relationship in their response packet with documentation from the Texas Workforce Commission. See also response to Question No. 7 above.

Question No. 9. I understand that there is a minimum number of wreckers indicated for each segment. My question is this, with the ability to ADD additional wreckers to a given segment, would this count in additional points in the consideration process?

Answer: Yes, points will be given to Respondents that designate additional wrecker trucks above the minimum required for a segment.

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Question No. 10. Does the RFQ require respondents to own the Vehicle Storage Facility (VSF) named in 6.6, 6.7, 7.3.1.11, and 9.2.1.

Answer: No. However, the vendor must show proof of an agreement with a storage lot as required by their Police Authorized Tow Service Agreement (PATSA).

Question No. 11. Does respondent receive additional credit in the evaluation process if the VSF is owned by the respondent.

Answer: No additional points will be given.

Question No. 12. In reference to 6.6 and 6.7. The RFQ requires a respondent to tow a vehicle at certain times to a VSF that is open 24/7 and has facilities available (i.e. phone, restroom etc.) the VSF is required to release the vehicle to its rightful owner for the first 48 hours for the initial \$60.00 towing fee only (no storage or additional fees). In the RFQ there is no documentation to assure the VSF will first be open 24/7 (less than 25% of VSF's are) and second will perform the task for absolutely no revenue.

Answer: The storage lot used by the vendor shall be manned 24/7, the vendor would be in violation of the contract if their storage lot is determined to not be manned 24/7.

Question No. 13. In reference to 7.3.1.11 and 9.2.1. In the evaluation process the proximity of the Safeclear segment to the VSF will be a consideration and partial basis for the award. There is no requirement that the segment holder first has the agreement from the VSF to provide the services and second there is no requirement that the segment holder utilize the VSF for the duration of the contract or at all for that matter. A possible solution to this would be to add a requirement that the RFQ include a notarized agreement between the VSF and the prospective segment holder. As stands a bidder could reference a VSF in the RFQ without the VSF's knowledge or agreement.

Answer: Exhibit (C) of the PATSA requires all contractors to provide a form signed by the storage lot owner that the contractor has permission to store at that storage lot. Any changes to the submitted SOQ caused as a result of changes to the vendor's PATSA without permission from HPD would be a violation of the contract.

Question No. 14. My question is about the rule on having to have employees vs 1099. It seems this is something that only the current Safe Clear contractors are doing; therefore no one else will be allowed to bid. I have a PATSA now and have had the City of Houston wrecker permits for thirty years that I have been in business. Not allowing us to bid on this contract will assure the same people be awarded the contracts again that already are not taking proper care of the freeways. Also you are disqualifying all of the minorities, "mom-and-pop", small businesses that didn't get a chance the first time, because it was based on money. A representative from HPD's Auto Dealers Division said that this was something that the City does not enforce. There are current subs that are also paying drivers by 1099. To allow this to happen with a chance for all current PATSA holders to participate seems like the City is not giving everybody a fair

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chance and not doing their due diligence to make sure that this contract does not start out with a lawsuit as the previous one did.

Answer:

Compliance to this provision must be immediate upon award of a SafeClear Agreement. There will not be a grace period. Respondents shall provide proof of employer/employee relationship in their respective response packet with documentation from the Texas Workforce Commission.

First, a SafeClear Operator has to hold a Police Authorized Tow Service Agreement (PATSA). The PATSA has 16 references to employment. There are certain PATSA requirements for wrecker driver/employees. If the wrecker driver is an "Independent Contractor" the PATSA holder may not be able to control and direct the wrecker driver to comply with all the requirements of the PATSA.

Second, Section 6.01 of the PATSA states that "Operator shall not... subcontract... any auto wrecker servicing this Agreement to any driver or other person or entity without the prior approval of the [Chief of Police]. This [PATSA] shall terminate upon any attempted assignment, subcontract, lease or other subletting of any obligation assumed hereunder in any manner unless the Chief of Police has given prior written approval therefore.

Third, the SafeClear Agreement has performance requirements. If a wrecker driver is an "Independent Contractor" the SafeClear Operator generally has the right only to control or direct the result of the work, but not what will be done and how it will be done. The SafeClear Agreement has specific requirements regarding what will be done and how it will be done and the SafeClear Operator is responsible for performance in accordance with the SafeClear Agreement.

Through the SafeClear Program, the City is providing a health and safety service to motorists on City freeways. The requirement for the wrecker driver to be an employee of the SafeClear Operator is based on the SafeClear Operator's ability to control and direct the wrecker driver in the performance of the SafeClear Agreement.

Question No. 15.

My firm represents a prospective contractor for the SafeClear Freeway Towing and Emergency Road Service Program pursuant to S30-Q25402. Such prospective contractor is requesting clarification to the below terms and conditions of the Notice of Request for Qualification. Section 7.3.1.8 and 7.3.1.9 require a respondent to indicate that (a) it and its owner are in good standing with the HPD Auto Dealers Detail and (b) that respondent is in good standing with the Texas Department of Licensing and Regulation. Unlike the Texas Secretary of State, the prospective contractor does not believe either such governing body issues certificates of good standing. Is there a specific item or items desired to indicate such good standing with these governing bodies?

Answer:

The respondent shall provide proof of valid licenses issued by HPD Auto Dealers and the Texas Department of Licensing and Regulation. No letter is needed just the current proof of licenses held. The Auto Dealers license history and TDLR license history will be reviewed and evaluated.

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Question No. 16. Section 7.3.2.1 requires a respondent to provide its credit scores from all three credit bureaus. To clarify, the City is seeking the credit report for the respondent and not the owner of the respondent, correct?

Answer: Credit scores will not be required. This requirement is deleted from the RFQ.

Question No. 17. In reference to segments 23 and 24. Precinct 4 currently patrols the freeways in these segments and will not honor the Safe Clear program for accidents. County wreckers are granted permission to load vehicles in these segments. Will this continue under the new agreement?

Answer: State law gives all peace officers the authority to tow vehicles in the State of Texas. The SafeClear contract is between the vendor and the City of Houston. If an HPD unit responds to the accident or disabled vehicle, SafeClear will be used. The SafeClear contract does not bind another responding agency to wait for a SafeClear wrecker to respond.

Question No. 18. Criminal Justice Information Services (CJIS) packet; Do we need to submit hard copies of background check and fingerprint cards along with the packet for ALL employees or just on the Contract responsible for the application?

Answer: The background checks are completed by HPD with respect to this RFQ. Hard copies and finger print cards are not required with your submission. Please refer to response to question # 6 when referring to Hire Houston First questions. Additionally, the CJIS requirement under section 2.0 is not applicable to this RFQ.

All companies submitting their Statement of Qualifications should already have a Police Authorized Tow Service Agreement (PPSLA) and the owners' criminal histories are on file with HPD's Auto Dealers Division. Therefore, you do not have to submit the hard copies of background checks and fingerprints. If a new towing company is in the process of applying for a PPSLA and or the company will be adding drivers that have not had their criminal histories checked, the following information will be needed in order to run a comprehensive background check on the owner and driver(s):

- Name
- Date of birth
- Social security number
- Driver's License
- Race
- TDLR number

Question No. 19. Hire Houston First Application and Declaration; On pg. 2 – are we required to submit a COH vendor Registration Number? If so, where would we locate this information?

Answer: Respondents need to go to the SPD website (http://purchasing.houstontx.gov/Bid_RegForm.aspx?ReturnUrl=%2fvendor%2fVendor_VendorInfo.aspx) and register as a vendor, which will then give them a VIN number.

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Question No. 20. Hire Houston First Application and Declaration: on Pg.3 - #16 Tax forms for preceding 2 years. If we are submitting the tax return forms, do we also need to submit Annual Financial Statements for the preceding 2 years as well? Both of these documents will provide the same information. Or do we need to submit 2 copies of the tax returns for preceding 2 years, just in each section as required? – The packet calls for the Tax forms in 2 separate locations (for the Hire Houston Application, and in the Packet separately) and it also calls for the Financial Statements as well.

Answer: Please submit Hire Houston First documentation directly to the City's Office of Business Opportunity (OBO) - Jennifer Tyler at OBO call 832-393-0954. One set is for RFQ evaluation purposes, the other is to be considered a Hire Houston First.

Question No. 21. This program designed around the safety of the citizens some of major companies and there subcontractors are interest in chasing accident at high speed with disregard to safety of everyone there is a proof of that practice over the last few years is that going to be in consideration of the new selection.

Answer: The program is designed for public safety. Any vendor or subcontractor determined to be violating any traffic laws while responding to accidents or other disabled vehicle incidents will be handled according to the Texas Department of Public Safety rules & regulations (laws). If these types of violation are determined to be a repeated practice committed by the driver(s) of the company, this may result in a suspension, revocation or termination of the contract.

Question No. 22. Do you have to own a storage lot?.

Answer: No, Exhibit (C) of the PATSA requires all contractors to provide a form signed by the storage lot owner that the contractor has permission to store at that storage lot. Any changes to the submitted SOQ caused as a result of changes to the vendor's PATSA, such as a change in the storage lot, without permission from HPD would be a violation of the contract.

Question No. 23. We lease a truck from an individual the truck is owned by him but carries our name our insurance and he drives for us can we use him and that truck as part of our bid?

Answer: Yes, as long as you can show proof of a valid lease agreement and the truck is listed under the company's TDLR license that is leasing the vehicle. Also, the driver must be employed by your company and not an independent contractor (1099). Additionally, if this particular truck (s) is counted in the minimal number of trucks for the segment, the vendor will be required to inform HPD's Auto Dealers Division should there be a lease change or termination to ensure there is a replacement truck added in order to have a sufficient fleet to service the segment. Any changes to the submitted SOQ caused as a result of changes to the vendor's PATSA, such as a change in the lease agreement of a truck(s), without permission from HPD would be a violation of the contract.

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Question No. 24. Can you use your subcontractors as part of your trucks and drivers on your bid proposal?

Answer: Please refer to Response No. 7. Additionally, pursuant to Section 7.01 of the SafeClear Agreement, “[t]his Agreement shall terminate upon any attempted assignment, subcontract, lease or other subletting of any obligation assumed hereunder in any manner unless the Police Chief or designee has given prior written approval therefore.” The Police Chief’s approval will be memorialized in a subcontract agreement binding the subcontractor to the terms of the SafeClear Agreement.

Question No. 25. On the financial section 7.3.2, we are requested to submit credit reports referencing credit scores from all three bureaus, is this for the personal credit of the owner or the business?

Answer: This requirement is deleted from the RFQ. See revised Page 11.

Question No. 26. Regarding the technical qualifications on section 7.3, we are required to indicate that we are in good standing with HPD Auto Dealer Detail and The state Department of Licensing & Regulations, what exactly do we need to provide in order to satisfy the request?

Answer: The respondent shall provide proof of valid licenses issued by HPD Auto Dealers and the Texas Department of Licensing and Regulation. No letter is needed just the current proof of licenses held. The Auto Dealers license history and TDLR license history will be reviewed and evaluated.

Question No. 27. In reference to 7.3.3.1. Should roll back wreckers qualify as 1.5 or 2 since it has the capability to load two vehicles at one time?

Answer: No. The program is designed to quickly clear not only wrecks but also stalled vehicles, therefore the contractor needs to have sufficient vehicles per the segment requirement.

Question No. 28. We have a number of segments listed with odd number mileage. What is the correct amount of vehicles needed to qualify for those segments? Example: Segment 2 is listed as 5 miles. Does the segment require 2 or 3 tow trucks?

Answer: If the segment is listed as an odd number, round up. Therefore segment 2 would require 3 trucks.

Question No. 29. We are a new VSF. I would like to bid on segments 9 & 10. How do I submit my application (i.e submit online, at Auto Dealers)?

Answer: Submit your response via hard copy to COH – 901 Bagby, Suite 406, Houston, Texas 77002 by the response due date.

Question No. 30. Will there be any more meetings held prior to bidding?

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Answer: No.

Question No. 31. When does the online bidding start?

Answer: This is not online bidding. This is a request for a statement of qualifications. Responses are due according to the RFQ and may be updated with a Letter of Clarification.

Question No. 32. Does the storage lot get the patsa or affiliated tow company only? Or Both?

Answer: No. The storage lot must have a Police Private Storage Lot Agreement (PPSLA) and the tow company must have a Police Authorized Tow Service Agreement (PATSA).

Question No. 33. How much will it cost?

Answer: There is no cost for the SafeClear contract.

Question No. 34. What fees are associated with the contract?

Answer: There are no fees associated with the SafeClear contract.

Question No. 35. The freeway segments were up for bid few years ago and nothing happened. All the freeway segments went back to the same companies. Is this going to be same as the last time or going to be different?

Answer: This is a competitive process. All submissions that meet the published requirements will be considered. Award will be made to the best response submitted for each segment.

Question No. 36. Can we do a joint venture (more than 1 company) to bid on a certain freeway segment?

Answer: Yes. However, all the companies involved would have to form some type of corporation, for example Limited Liability Corporation (L.L.C).

Question No. 37. Please explain how the bids are expected to be paid to the City. From my understanding, the companies that were awarded the freeway segments did not pay for their bids (or paid a small portion). We need clarification on how the bid payments/process.

Answer: There are no bid payments for these contracts.

Question No. 38. What are the re-payment terms by the City for the tows under the Safeclear agreement?

Answer: There is no re-payment by the city. The fee that is charged is paid by the citizens receiving the service. If a stalled or disabled vehicle is in a moving lane, the citizen will be charged the city non-consent tow rate. If a stalled or disabled vehicle is in the shoulder/emergency lane, the citizen will be charged the fee described in the contract.

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Question No. 39. On the financial Section 7.3.2.2 the Audited annual financial statements. Is the corporate tax return sufficient or a certified copy of your financial statements required as a part of the solicitation?

Answer: This solicitation package states to submit your company's audited annual financial statements in accordance with and as defined in the Financial Accounting Standards Board (FASB) for the past two years. In addition, include your Dunn & Bradstreet report or Federal Income Tax forms filed to the Internal Revenue Service (IRS) for the past two years.

Question No. 40. Section 7.3.2.1. Does the credit report refer to the corporation or to the individual who is the majority or sole owner of the corporation?

Answer: This requirement is deleted from RFQ. See revised page 11.

Question No. 41. Section 7.3.2.2. Can this requirement be changed to require submission of a Balance Sheet? We interviewed our Tax Accountant with regard to requested submissions. He is a CPA with many years experience in Houston and is a member of a multi-CPA firm. He says it would take 4-6 weeks to get an audited financial statement and cost \$ 15,000-\$20,000 per year. He has never heard of a wrecker company having an audit. He believes this requirement would be unreasonable for this particular contract. Please indicate if you would accept a Balance Sheet in place of this audited financial statement.

Answer: Please submit both a Balance Sheet and Income Statement.

Question No. 42. Section 7.3.2.4. Can this requirement be changed to require 1 year of TWC Quarterly Reports? In compliance with the current PATSA and this RFQ, to be fair with regard to proving up payment of taxes on employees, we feel it would be better for the requirement to be a submission of 1 or 2 years of Quarterly TWC reports. Companies who have previously not taken/paid taxes on their employees may have begun doing so just recently in anticipation of this RFQ. Their falsely claiming drivers as 1099 employees is very much an unfair advantage in their ability to both provide trucks and hire drivers.

Answer: Respondents may provide proof that it is in the process of having its wrecker drivers become employees (rather than independent contractors) of the business. However, only employees of the Operator may operate under the SafeClear Agreement. Respondents shall provide proof of employer/employee relationship in their response packet with documentation from the Texas Workforce Commission. See also response to No. 7 above.

Question No. 43. Section 7.3.3.2. Can we submit trucks that are on order/received but not yet ready for inspection, providing VIN number of such trucks and whatever information you would require?

Answer: Yes, as long as the respondent can provide documentation confirming the truck(s) will be deployable by the award of the contract or before (tentatively June/July 2015).

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Question No. 44. Section 7.3.3.2. Can we use a vehicle that is less than 10 years old but may show an odometer reading of over 500,000 miles and passes the state inspection or any other requirement you may suggest to prove its road-worthiness? We have employed a diesel mechanic for over 7 years to change out motors and transmissions and maintain vehicles. So, the possibility is that we could have an older truck with a new motor and/or transmission and which is in good condition.

Answer: The truck may be used if the contractor shows proof the truck has been completely overhauled.

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Procurement Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

If you have any questions or if further clarification is needed regarding this Request for Qualification, please contact me at 832-393-8736.

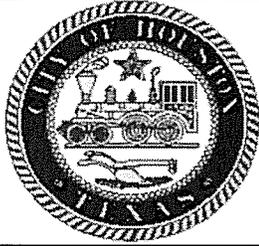
Richard Morris

Richard Morris
Division Manager

Attachments: Pages 6 and 11 marked revised May 18, 2015

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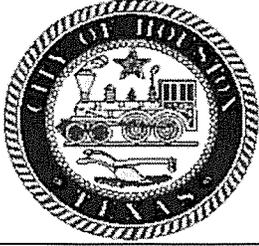
Council Members: Helena Brown Jerry Davis Ellen Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry Green Stephen C. Costello Andrew Burks Melissa Noriega C.O. "Brad" Bradford
Jack Christie **Controller:** Ronald C. Green



CITY OF HOUSTON
FINANCE DEPARTMENT
 S30- Q25402
NOTICE OF REQUEST FOR QUALIFICATION
REVISED MAY 18, 2015

STRATEGIC
PURCHASING DIVISION
 901 Bagby Street, Concourse
 Level
 Houston, Texas 77002

16	S Loop to W Loop: 8400 block of W Loop at Beechnut and 3200 block of South Loop E at South Freeway (288)	9
17	South Freeway (288) outside 610: 3200-13800 blocks	8
18	Southwest Freeway (59) outside 610: 5000-11800 blocks	9
19	W Loop N between Katy Freeway (I-10) and W Loop S at Westpark: 900 block W Loop N and 5200 block W Loop S	5
20 & 30	Katy Freeway (I-10) between Wirt Road and North Freeway (I-45) 100-8200 blocks; Hedwig Village 9200-9600 blocks on the northside and the 9200-9600 on the southside of Interstate 10	10
21	North Freeway (I-45) between 610 and Katy Freeway (I-10): 1100-3500 blocks; N Loop E between North Freeway (I-45) and Hardy Toll Road: 100 - 1600 blocks; N Loop E between Hardy Toll Road and Eastex Freeway (59): 1700-3600 blocks	11
22	North Freeway (I-45) between 610 and Sam Houston Parkway: 3600-12000 blocks	8
23 & 24	North Freeway (I-45) outside Sam Houston Parkway: 12000-14200 blocks; North Sam Houston Parkway W (Ella Blvd) to Sam Houston Parkway E at the Hardy Toll Road: 1100 block of North Sam Houston Parkway W (Ella Blvd) - 800 block of Sam Houston Parkway E	5
25	North Loop W to North Loop between Northwest Freeway (290) and North Freeway (I-45): 3000 N Loop W - 1600 North Loop between Northwest Freeway (290) and North Freeway (I-45); W Loop N between Northwest Freeway (290) and Katy Freeway (I-10): 800-1600	10
26	Northwest Freeway (290) outside 610: 9800-14700 blocks	7
27 & 29	Katy Freeway (I-10) outside West Sam Houston Parkway: 10700-21800 blocks; Katy Freeway (I-10) between Blalock and Sam Houston Parkway: 9600-10600 blocks	12



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**STRATEGIC
PURCHASING DIVISION**
901 Bagby Street, Concourse
Level
Houston, Texas 77002

7.3.1.10 *SafeClear Segments.* Respondent must indicate the SafeClear segment(s) for which Respondent wants to be considered to provide tow services.

7.3.1.11 *Location of Auto Storage Facility(ies).* Respondent must indicate the address of storage facility(ies) that will accommodate each SafeClear segment(s) for which Respondent wants to be considered to provide tow services.

7.3.2 **“Financial Section”** – Respondents shall include the following financial information in the “Financial Section” of its SOQ.

7.3.2.1 DELETED

7.3.2.2 Audited annual financial statements, in accordance with and as defined in the Financial Accounting Standards Board (FASB) for the past two years.

7.3.2.3 Federal Tax Forms filed with the Internal Revenue Services (IRS) for the past two years, or a Dunn & Bradstreet Report.

7.3.2.4 Current Texas Work Force Commission Employer’s Quarterly Report (C-4).

7.3.3 **“Technical Section”** - Respondents shall include the following to reflect it meets the technical requirements in the “Technical Section” of its SOQ.

7.3.3.1 Respondent must demonstrate that it has at least one wrecker in tow operator’s fleet for every two miles of assigned SafeClear segment

7.3.3.2 Respondent must submit the number of tow trucks and include the model, type, year, mileage of each vehicle Respondent will use for towing operations within each SafeClear segment – Please complete Attachment (A) located on the e-bidding website at:
<http://purchasing.houstontx.gov/buyer/BidDocumentManager.aspx> .

7.3.3.3 Respondent must list the ratio of drivers associated with each vehicle and include the following for each driver – Please complete Attachment (B) located on the e-bidding website at:
<http://purchasing.houstontx.gov/buyer/BidDocumentManager.aspx>

7.3.3.4.1 Name

7.3.3.4.2 TDLR (Texas Department of Licensing and Regulation) Number