



Erroy D. Baca, Sheriff

County of Los Angeles
Sheriff's Department Headquarters

*4700 Ramona Boulevard
Monterey Park, California 91754-2169*



April 3, 2009

Notice to Potential Contractors:

**BULLETIN #2
INVITATION FOR BIDS
VEHICLE TOWING AND LONG TERM STORAGE SERVICES
INVITATION FOR BID NUMBER 384-SH**

This Bulletin #2 is being issued to provide responses to written questions received by March 26, 2009. The responses are final and become part of the Invitation For Bid (IFB).

Additionally, the following items are an addendum to the IFB:

1. IFB, Subparagraph 1.4, Bidder's Minimum Requirements, Subparagraph 1.4.4, shall be amended to include the following:

A site visit of Bidder's storage yard(s) will be conducted to verify Bidder meets this requirement.

2. IFB, Subparagraph 3.2, Adherence to Minimum Requirements, shall be amended to include the following:

A site visit of Bidder's storage yard(s) will be conducted to verify the Bidder meets the Minimum Requirements.

3. Appendix D, Required Forms, Exhibit 1, shall be deleted in its entirety and replaced with a modified Exhibit 1, which is attached to this Bulletin #2.

A Tradition of Service Since 1850

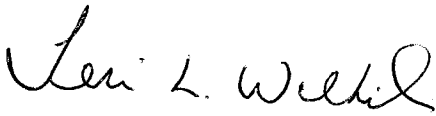
Questions and Responses	
1 Q	<i>Are the current rates public record? If so, may we get a copy of the current price list?</i>
1 R	Please see Attachment 1 to this Bulletin #2.
2 Q	<i>If possible, I would like the price sheet for the successful bidder of this contract the last time it was put out to bid process.</i>
2 R	There is no prior or existing contract currently in place. Please refer to 1 R (above) regarding the price sheet that was developed under the purchase order through County's Internal Services Department.
3 Q	<i>What is the average amount of tows per day, week or month, in relation to the services required under this contract?</i>
3 R	The average amount of tows per month is 2 to 3 vehicles.
4 Q	<i>What is the average amount of days a vehicle is held for evidence?</i>
4 R	The Department releases 5 to 6 vehicles each year. The average storage time of the vehicles is approximately three (3) years.
5 Q	<i>Upon release of the vehicle from an investigative hold, does the County continue to assume the cost of the storage of the vehicle until it is claimed/retrieved by the registered owner or would the contractor's regular storage rates apply thereafter where the registered owner would then be responsible for those accrued daily storage rates?</i>
5 R	Please refer to Appendix B, Statement of Work, Section 4.0, Release Requirements, Paragraph 4.3.

All other terms and conditions of this IFB remain in effect.

Should you have any questions, please contact Gloria Imel, Contract Analyst, at mgimel@lasd.org.

Sincerely,

LEROY D. BACA, SHERIFF

A handwritten signature in cursive script that reads "Teri L. Wilhelm".

Teri L. Wilhelm, Director
Fiscal Administration

REQUIRED FORMS - EXHIBIT 1

BIDDER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT

Please complete, date, and sign this form and place it in Section A of your bid. The person signing the form must be authorized to sign on behalf of the Bidder and to bind the applicant in a Contract.

1. If your firm is a corporation or a limited liability company (LLC), state its legal name (as found in your Articles of Incorporation) and State of incorporation:

Name	State	Year Inc.
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2. If your firm is a limited partnership or a sole proprietorship, state the name of the proprietor or managing partner:

3. If your firm is doing business under one or more DBA's, please list all DBA's and the County(s) of registration:

Name	County of Registration	Year became DBA
_____	_____	_____
_____	_____	_____

4. Is your firm wholly or majority owned by, or a subsidiary of, another firm? ____ If yes,

Name of parent firm: _____

State of incorporation or registration of parent firm: _____

5. Please list any other names your firm has done business as within the last five (5) years.

Name	Year of Name Change
_____	_____
_____	_____

6. Indicate if your firm is involved in any pending acquisition/merger, including the associated company name. If not applicable, so indicate below.

Bidder acknowledges and certifies that it meets and will comply with all of the Minimum Mandatory Requirements listed in Paragraph 1.4 - Minimum Mandatory Requirements, of this Invitation for Bids, as listed below:

Check the appropriate boxes

- Yes No Bidder must have (5) years minimum experience, two (2) years which must have been for a law enforcement agency, providing services equivalent to the services identified in Appendix B, Statement of Work, of this IFB.
- Yes No Bidder must have a Project Manager with two (2) years of experience providing services equivalent to the services described in Appendix B, Statement of Work of this IFB. The Project Manager must be able to communicate effectively in English.
- Yes No Bidder must have a dispatch office and storage yard(s) for services provided under this Agreement located within a 20-mile radius of the Department's Headquarters Building, 4700 Ramona Blvd., Monterey Park, California 91754, and meet the requirements as described in Appendix B, Statement of Work, of this IFB. **Provide address(s) below.**
- Yes No Bidder's storage yard(s) for services provided under this Agreement must have the capacity to store up to 150 vehicles, additional parts, and/or equipment and be secured as described in Appendix B, Statement of Work, of this IFB.
- Yes No Bidder must have all required licenses and permits listed in Appendix D, Exhibit 15 and described in Appendix B, Statement of Work, of this IFB.
- Yes No Bidder will be responsible for moving currently stored vehicles, parts, and/or equipment from their current locations, as identified in Appendix B, Statement of Work, Attachment 1, of this IFB, to Bidder's facility at the Department's expense.
- Yes No Bidder must comply with the IFB format and requirements set forth in the IFB Submission Requirements, Section 2.0 of this IFB.

Bidder further acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this bid are made, the bid may be rejected. The evaluation and determination in this area shall be at the Director's sole judgment and his/her judgment shall be final.

Bidder's Name: _____ Telephone Number: _____

Address: _____

E-mail Address: _____ Fax Number: _____

Dispatch Office Address: _____ Storage Yard Address: _____

Attach additional sheet if necessary.

Additional instructions

Taking into account the structure of the Bidder's organization, Bidder shall determine which of the below referenced supporting documents the County requires. If the Bidder's organization does not fit into one of these categories, upon receipt of the Bidder or at some later time, the County may, in its discretion, request additional documentation regarding the Bidder's business organization and authority of individuals to sign Agreements.

If the documents referenced below are not available at the time of Bid submission, Bidder must request the appropriate documents from the California Secretary of State and provide a statement on the status of the request.

Required Support Documents:

Corporations or Limited Liability Company (LLC):

The Bidder must submit the following documentation with the Bid:

1. A copy of a "Certificate of Good Standing" with the state of incorporation/organization
2. A conformed copy of the most recent "Statement of Information" as filed with the California Secretary of State listing corporate officers or members and managers.

Limited Partnership:

The Bidder must submit a conformed copy of the Certificate of Limited Partnership or Application for Registration of Foreign Limited Partnership as filed with the California Secretary of State and any amendments.

On behalf of _____ (Bidder's name), I _____
(Name of Bidder's authorized representative), certify that the information contained in this Bidder's Organization Questionnaire/Affidavit is true and correct to the best of my information and belief.

Signature

Internal Revenue Service
Employer Identification Number

Title

California Business License Number

Date

County WebVen Number

VEHICLE TOWING AND STORAGE RATES

TOWING RATES (Flat rates to include pick-up and hook-up charge)

Outside Los Angeles County Towing charge	\$95.00 per vehicle
Within Los Angeles County Towing charge	\$80.00 per vehicle

STORAGE RATES

Motorcycles (including Scooters)

Day 1:	\$5.00
Day 2 and thereafter:	\$5.00

Automobiles

Day 1:	\$5.00
Day 2 and thereafter:	\$5.00

Trucks less than one ton

Day 1:	\$5.00
Day 2 and thereafter:	\$5.00

Trucks more than one ton

Day 1:	\$5.00
Day 2 and thereafter:	\$5.00