



REQUEST FOR QUOTATION
TOWING AND DISPOSAL SERVICES-OVERSIZED VEHICLES
RFQ #22/23-035
REPLY NO LATER THAN 4:00PM ON APRIL 20, 2023

Background:

The City of Sparks Police Department is seeking to identify towing companies to assist in the orderly towing, processing and disposal of oversized and recreational vehicles (RV's, campers, boats, trailers, and miscellaneous vehicles) on an on-call basis, as-needed by the Department. Generally, the vehicles in question will have been determined by the Sparks Police Department to have been abandoned by their owners.

This Request for Quotation seeks to identify interested contractors, and to establish firm rates for a 12-month period, with mutually agreeable options to extend the price agreement for up to three (3) additional 12-month periods.

The City is seeking pricing that would be all-inclusive, to include the following services:

- 1) Towing of the oversized vehicle from a location within the City limits of Sparks, Nevada to the processing/storage yard of the tow company.
- 2) All storage fees while the vehicle is processed for disposal.
- 3) All applicable legal noticing requirements to the last known owner of the vehicle concerning the imminent disposal. Of note, if the owner seeks to reclaim the vehicle at this stage, the negotiation of towing and storage fees will be between the towing company and the vehicle owner and the City shall no longer be involved or be billed for the transaction.
- 4) Processing the vehicle for disposal as scrap and/or landfill. This step would include, but not be limited to, removal of all items that cannot be safely or legally disposed of in a landfill disposal, including tanks, refrigerators, etc. **NOTE:** Vehicles shall not be re-sold with salvage titles in a drivable condition.
- 5) Dismantling and/or disposal costs at a landfill or salvage facility.
- 6) Certification/documentation of the destruction and Title notice activity with any required government agency (DMV), returned to the City.

If your firm is interested in providing such services, please provide the information requested and return the form(s) to the Purchasing Division, 431 Prater Way, Sparks, Nevada, **not later than 4:00 p.m. on APRIL 20, 2023**. A listing of all contractors, equipment and rates will be kept on file, and firms shall be called on in, "as needed basis", rotation. Rates provided will remain in effect, unless otherwise stated, from approximately June 1, 2023 to June 30, 2024 with two (3) one (1) year renewal options, based on mutual agreement and performance issues, but not later than June 30, 2027.

QUOTATION SHEET

Contractor Name: _____ Signature: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Persons: (1) _____ Phone #: _____

(2) _____ Phone #: _____

Quoted price for services, per unit: _____

INSURANCE: Companies will be required to submit a copy of their Public Liability and Property Damage Insurance for a combined amount of \$1,000,000.00 (naming the City of Sparks as Additionally Insured) and Worker’s Compensation Insurance.

PAYMENT: Invoices shall be billed to the Sparks Police Department as services are completed (Step 6 of the previous page) and payment made within 30 days of invoicing.

Please deliver quotes to the attention of Dan Marran, CPPO, C.P.M, Contracts and Risk Manager, via email at dmarran@cityofsparks.us or via fax to 775-353-2399.

For questions or further information please contact Dan at 775-353-2273 or by email.