



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

DATE: August 7, 2018  
TO: Prospective Bidders  
FROM: <sup>WJT</sup> Jeff Turner, Division Proposals Engineer  
SUBJECT: **Addendum #1**  
Contract ID: 2018 – Light Tow & Recovery  
Business 40 Light Tow & Recovery Service – Forsyth County

The subject contract proposal contains the following addendums.

The Contractor’s bid must be based on the revised provisions and include the new “Attachment A: PROPOSED MONTHLY SERVICE FEE”.

This addendum officially becomes part of the contract. The revised RFP contract will be prepared accordingly.

**Revised Provisions**

The subject contract shall be modified as follows with the text in bold added to the item and the text containing a strikethrough deleted.

*Method of Award (Page 10)*

~~Each zone will be awarded to one (1) separate Prime Tower.~~ **A Prime Tower may be awarded a maximum of two (2) zones. Bidder must rank their zones by preference, should they be the low-bidder on multiple zones.**

*Contract Term (Page 11)*

The Contract shall have an initial term of ~~eighteen (18)~~ **twelve (12)** months, beginning on the date of the NCDOT-issued Purchase Order. Towing operations may not start until approval/notification from NCDOT.

At the end of the Contract’s current term, the State shall have the option, in its sole discretion, to extend the Contract on the same terms and conditions for a period up to a total of ~~one (1) year~~ **eighteen (18) months** in increments of 90-days-or-less. The State

will give the Tower written notice of its intent whether to exercise each option no later than thirty (30) days before the end of the Contract's then-current term.

*Storage Facility (Page 15)*

Wrecker service facilities and equipment, including vehicles, office, telephone lines, office equipment and storage facilities shall not be shared with or otherwise located on the property of another wrecker service and shall be independently insured. Vehicles towed at the request of the NCDOT shall be placed in the storage owned and operated by the Tower. The storage facility for vehicles towed must be located within the City of Winston-Salem and properly zoned for the storage of vehicles.

**This requirement may be met through use of sub-contractors. Towed vehicles must be stored for thirty-one (31) days before being moved to storage outside of the City. Should a towed vehicle be stored outside of the limits of the City of Winston-Salem, it will be the Tower's responsibility, including all expenses incurred, to transfer the towed vehicle to a storage facility within the city for investigation by the WSPD.**

**Bidders using sub-contractors to meet this requirement, must note the this in the "Contract Equipment and Service Provider Information" section of the required forms located in Attachment B: BUSINESS 40 LIGHT TOW AND RECOVERY PROGRAM SERVICE AGREEMENT.**

*Training Requirements (Page 28)*

The Tower shall ensure tow truck drivers responding to calls initiated by the NCDOT (i.e. STOC or Triad TMCs) are competent and have completed approved tow truck driver training programs. Additional training may be required at the discretion of the NCDOT.

***The winning Tower and all personnel, including subTowers, will be required to attend NCDOT training for a minimum of 4-hours after the award of the contract.***

***Additional required training maybe be needed throughout the contract. If training needs are identified, the Tow Contract Administrator will provide notice to the tow providers and assist with training coordination.***

**Revised Bid Forms**

*Attachment A: PROPOSED MONTHLY SERVICE FEE*

Space has been provided for bidders to rank the zones by preference. Please void the existing Attachment A and use the revised form.