



PINAL COUNTY
wide open opportunity

Offer and Acceptance

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

OFFER AND ACCEPTANCE FORM

TO PINAL COUNTY:

The undersigned hereby offers and agrees to furnish the material, service, or construction in compliance with all terms, conditions, specifications, and amendments in the Solicitation.

Terry Secor owner
Authorized Signature Title

Terry Secor 4-15-16
Printed Name Date

AAAction Towing 480-982-0607
Company Name Telephone

1414 E 18th Ave, Apache Junction, AZ 85119 Mail PO Box 1718 Apache Junction, AZ 85117
Address City, State, Zip

For clarification of this offer, contact:

Name: Terry Secor Phone: 480-982-0607 Fax: 480-982-1606

Email: svtLighting44@mchsi.com

ACCEPTANCE OF OFFER (For Pinal County Use Only)

The offer is hereby accepted and the Responder is now bound to sell or provide the materials, services, or construction as indicated by the Purchase Order or Notice of Award and based upon the solicitation, including all terms, conditions, specifications, amendments, etc. and the Offer as accepted by Pinal County.

The contract is for: PCSO Towing Services - Supplemental

This contract shall henceforth be referenced to as Contract No. 152420. The Offeror is cautioned not to commence any billable work or to provide any material or service under this contract until Offeror receives an executed purchase order or notice to proceed.

Awarded this 11th day of May 2016.

Todd House Chairman [Signature]
Name (Print) Title Signature

Approved as to form: [Signature]
Pinal County Attorney's Office



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OFFER AND ACCEPTANCE FORM – Page 2

By signing the previous page of the Offer and Acceptance Form, Responder certifies:

- A. The submission of the bid did not involve collusion or other anti-competitive practices.
- B. The Responder shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246.
- C. The Responder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the Submittal.
- D. The Responder certifies that it complies with Executive Order 12549 related to Federal Government Debarment and Suspension (see 4-7)
- E. The Responder certifies that the individual signing the bid is an authorized agent for the Responder and has the authority to bind them to the contract.

AA Action Towing

Firm

Authorized Signature

RFP-152420

AA Action Towing

PO Box 1718

Apache Junction, AZ 85117

(480)982-0607

Storage Yard: 1414 E. 18th Ave

Apache Junction, AZ 85119

Contact Person:

Terry Secor

Owner



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Addendum Acknowledgement Form

Pinal County
Finance Department
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Florence, AZ 85132

ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Addendums are posted on the Pinal County website at the following address:
<http://pinalcountyaz.gov/Departments/Finance/Pages/BidsProposals.aspx> . It is the responsibility of the Responder to periodically check this website for any Solicitation Addendum.

This page is used to acknowledge any and all addendums that might be issued. Any addendum issued within five days of the solicitation due date, will include a new due date to allow for addressing the addendum issues. Your signature indicates that you took the information provided in the addendums into consideration when providing your complete response.

Please sign and date:

ADDENDUM NO. 1 Acknowledgement _____
Signature Date

ADDENDUM NO. 2 Acknowledgement _____
Signature Date

ADDENDUM NO. 3 Acknowledgement _____
Signature Date

If no addendums were issued, indicate below, sign the form and return with your response.

AA Action Towing
Firm
Greg Decker
Authorized Signature



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RFP 152420
PCSO Towing Services –
Supplemental

Response Form 1 - Questions

Pinal County
Finance Department
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P.O. Box 1348
Florence, AZ 85132

Responder Name: Terry Secor/AA Action Towing

Responders shall complete the following Response Form, indicating their responses in the spaces provided that are marked "Responder Response". Additional pages may be added so long as they are clearly referenced in the spaces provided.

Please note: Any exception and the total number of exceptions taken will negatively affect your evaluation score. Compliance to Terms and Conditions has been identified as an evaluation criterion for this solicitation. Any exception not contained within this section of the solicitation will be deemed invalid and will not be considered.

Acceptability of Responses

Offers that do not include fully completed copies of Response Forms 1, 2, 3, 4, and 5 may cause the entire offer to be deemed unacceptable and therefore non-responsive. Forms with incomplete or unacceptable responses will also be considered non-responsive.

1 Capacity of Responder

- 1.1 Responder shall describe their company history including company full legal name, primary business location, years in business, ownership structure, and website, if applicable.

AA Action Towing LLC, 1414 E 18th Ave., Apache Junction, AZ 85119. We originally started out as Action Towing back in 1986. In 1987 we started towing for the major motor clubs, then with DPS, PCSO and AJPD. When DPS went to contract in 2002 we were given a place on the rotation list for district 6. We have been on the contracts for PCSO and AJPD since they started doing contracts. All together AA Action Towing/Action Towing has been in business for 29 to 30 years. Terry Secor (owner), Jacob Secor (managing Member), Dylan Secor (partner), Robert Anthony Kucharski (i.e. Tony)(partner) and Mike Gregorie (partner).

- 1.2 Responder shall list current contracts with other entities.

AA Action Towing currently has contracts with DPS, PCSO and AJPD.

- 1.3 Responder shall list equipment, storage lot(s) and personnel commitments they have with other entities (i.e. police departments, local governments, etc.).

AA Action Towing has three (3) international trucks. Two (2) light duty flatbeds and one (1) medium duty truck with 2-12,000 lb winches and a 12,000 ton boom. We only have the one storage lot at 1414 E. 18th Ave. in Apache Junction. Our other personnel commitments that we have are with DPS and AJPD. We are committed to making sure that all our police emergency calls have priority over all other calls.

- 1.4 Responder shall provide a minimum of three (3) references who can comment on their work. References from public entities are preferred. Responder must include name, company/entity, phone, and email at a minimum for each reference.

*Linx Auto Body, 1372 E. 18th Ave., Apache Junction, AZ 85119 Phone: (480)474-8378 Fax: (480)474-8369
linxautobody@gmail.com*

*A&A, 648 E. Main St., Mesa, AZ 85203 Phone: (480)649-4145 Fax: (480)649-4337
mesabailbonds@questoffice.net*

*Robert Horne Ford, 3400 S Tomahawk Rd., Apache Junction, AZ 85119 Phone: (480)4742534
Fax: (480)4742590 svanmeter@roberthorneford.com*



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Response Form 1 - Questions

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- 1.5 Responder shall complete Response Form 2 – Tow Designation & Equipment List to specify which districts they are submitting a proposal for and provide a listing of equipment to be used within that district.
- 1.6 Responder shall complete Response Form 3 – Storage Facility List to provide listing of storage facilities to be used under this contract.
- 1.7 Responder shall complete Response Form 4 – Personnel List to provide listing of personnel to be employed under this contract.
- 1.8 Responder shall complete Response Form 5 – Insurance Requirement to provide confirmation of required insurance coverage under this contract.

2 Method of Approach

- 2.1 Responder shall list and describe the dispatching equipment.

We have two (2) land lines for the office phone and the drivers and office personnel have cell phones. That way they can be reached at any time of the day or night. We have a fax line if needed to send information back and forth.

- 2.2 Responder shall describe their vehicle record keeping process and procedures.

All police tow sheet are maintained and kept on premises for seven (7) years that way they are available at anytime. We also use Google Docs to keep track of all the charges that a vehicle encores from the time it was towed to the day it's picked up by the owner or insurance company.

- 2.3 Responder shall describe their proposed method for maintaining service coverage and service response time requirements.

We maintain our response time and service coverage area by limiting our coverage area for our regular customer calls. We also have drivers on standby to help with additional emergency calls as well as our regular (non emergency) service calls. This allows us to not exceed our resources available to police emergency service calls. If needed the office manager will also run calls and will call in a standby person to cover the office.

- 2.4 Responder shall describe their familiarity with the internet and Google Documents (Google Docs).

AA Action Towing uses the internet for sending scanned documents, e-mail, research on how to tow hybrid vehicles, Google maps and for everyday business. We already use Google Docs. for keeping track of all the tows and there charges until they are picked up. Each police department has their own taps for regular tows and one for 30 days this way everything is kept separate.

3 Conformance to Terms and Conditions and Scope of Services

Terry Secor/AA Action Towing have read, understand, and shall comply with **all Terms and Conditions**. Responders that accept the County's Terms and Conditions shall check **YES** to clearly indicate their acceptance. Responders who take exception to the County's Terms and Conditions shall check **NO** and clearly indicate their exception(s) and provide Responder's suggested language.



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Response Form 1 - Questions

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YES, I acknowledge that I have read and understand all Terms and Conditions and will comply in any resultant contract.

NO, I acknowledge that I have read, understand all Terms and Conditions and will comply in any resultant contract with the exceptions listed below.

Exceptions (If checked NO)

Responders that take exception to any Terms and Conditions shall justify their exception as well as proposing any changes to the County's language with the Responder's suggested changes clearly indicated. Additional pages may be added so long as they are clearly referenced in the spaces provided. **Please note that taking exception to any Terms and Conditions may affect your evaluation score.** Both the number of exceptions and the severity of the exceptions can affect your score and may have you deemed non-responsive for this solicitation.

Cite the specific Term and Condition for which an exception is taken: **Responder Response**

Responder's justification for the exception: **Responder Response**

Responder's suggested changes: **Responder Response**

Terry Secor/AA Action Towing have read, understand, and shall comply with the **Scope of Services**.

Responders that accept the Scope of Services shall check **YES** to clearly indicate their acceptance.

Responders who take exception to any item in the Scope of Services shall likewise check **NO** and clearly indicate their exception and provide Responder's suggested language.

YES, I acknowledge that I have read and understand the Scope of Services and will comply in any resultant contract.

NO, I acknowledge that I have read, understand the Scope of Services and will comply in any resultant contract with the exceptions listed below.

Cite the specific item in the Scope of Service for which an exception is taken: **Responder Response**

Responder's justification for the exception: **Responder Response**

Responder's suggested changes: **Responder Response**

End of Response Form 1 for RFP-152420 PCSO Towing Services - Supplemental



PINAL COUNTY
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RFP-152420
PCSO Towing Services – Supplemental

Response Form 2 – Tow Designation & Equipment List

Pinal County
Finance Department
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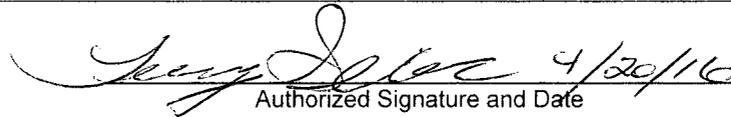
TOW DESIGNATION & EQUIPMENT LIST

Towing and storage services for public vehicles will be awarded by geographic areas (tow districts) and on a rotational basis per the County defined tow boundaries for PCSO requested services. The responder must have and maintain a properly zoned storage facility within each tow district that they are submitting a proposal for. In addition, the responder shall have a separate tow vehicle for each district they are submitting a proposal for. The same tow vehicle shall not be used for two districts, however a medium duty truck may be used for medium duty and light duty within the same district and a heavy duty truck may be used for heavy duty, medium, and light duty within the same district.

The responder shall provide a detailed list and description of the tow vehicles your company will utilize under this contract. Use additional pages as necessary.

Tow District Vehicle will be utilized for (only 1 district per vehicle)	Make	Yr	VIN #	LIC #	MFG. GWW	TYPE Light (L) Medium (M) Heavy Duty (H)	Winch Capacity	Vehicle Owner & Inspection Date
5	International	93	1HTSAZRK7PH473066	4PW572	16,000	L	8,000	Terry Secor Jan 7, 2009
5	International	97	1HTSCABM5VH438529	CD72000	16,000	L	15,000	Terry Secor Feb 5, 2008
5	International	02	1HTMMAAM82H538689	CG12591	25,500	M	2- 12,000 /12T BM	Terry Secor April 19, 2010

AA_Action_Towing _____ Terry_Secor _____
Firm/Individual


Authorized Signature and Date 4/20/10



PINAL COUNTY
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Response Form 3 – Storage Facility List

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STORAGE FACILITY LIST

The Responder must have and maintain a properly zoned storage facility within each tow district that they are submitting a proposal for.

The responder shall provide a detailed list and description of their vehicle storage facilities that will be utilized under this contract. Use additional pages as necessary.

Tow District Storage Lot is located in	Location (address and nearest cross streets)	Capacity (# of vehicles)	Lot Size (in feet width x length)	Zoning Code	Storage Lot Owner	Security (lighting, fencing, etc)
D5	1414 E 18th Ave Apache Junction, AZ 85119 Old West Hwy and Tomahawk	60	150' x 150'	CI-1	Terry Secor	6' Brick wall with Barbwire on the back. 6' chain link and metal in front. Lighting in front and back

END OF STORAGE FACILITY LIST



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**RFP-152420
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Response Form 4 – Personnel List

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Florence, AZ 85132

PERSONNEL LIST

The responder shall provide the following information for all personnel who will be performing work under this contract. Tow truck operators shall adhere to qualifications listed in the Statement of Work. Use additional pages as necessary.

FULL NAME	POSITION WITHIN COMPANY	DATE OF BIRTH	DRIVERS LICENSE # AND CLASS	START DATE WITH COMPANY	YEARS EMPLOYED BY CONTRACT OR	EXPERIENCE IN INDUSTRY (YRS)
Terry Secor	Owner / Driver	10-10-1944	D02266122 Class-D	Jan 1, 1986	30	30
Jacob Secor	Managing Member/ Driver	12-1-1980	B13901339 Class-D	June, 2001	15	15
Dylan Secor	Driver	7-15-1997	D08376648 Class-D	Jan 1, 2015	1+	2
Robert Anthony Kucharski	Driver	3-1-1965	B14399152 Class-D	Aug 1, 2010	5	11
Mike Gregorie	Driver	4-16-1959	B11264823 Class-A	April 11, 2016	Less than 1 year	10+

END OF PERSONNEL LIST



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cox Insurance Services 9316 E. Raintree Dr. Suite 120 Scottsdale, AZ 85260	CONTACT NAME: Suzanne Hunt
	PHONE (A/C, No., Ext): (480) 907-6000 FAX (A/C, No.): (480) 664-8275 E-MAIL ADDRESS: service@coxinsurance.net
INSURED AAA Action Towing, LLC DBA ACTION TOWING PO Box 1718 Apache Junction, AZ 85117	INSURER(S) AFFORDING COVERAGE MID-CENTURY INSURANCE
	INSURER A:
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> GARAGEKEEPERS	<input checked="" type="checkbox"/>		60622-16-24	07/01/2015	07/01/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 GARAGEKEEPERS \$1,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	<input checked="" type="checkbox"/>		60622-16-24	07/01/2015	07/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	GARAGEKEEPERS PRIMARY			60622-16-24	07/01/2015	07/01/2016	\$500 DED \$60,000
A	ON HOOK COVERAGE			60622-16-24	07/01/2015	07/01/2016	\$1000 DED \$75,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Pinal County Sheriff's Office are added as additional insured's as required by statute, contract, purchase order, or otherwise requested. It is agreed that any insurance available to the named insured shall be primary and other sources that may be available.
Company operates as owner/operator and is exempt from Arizona Workers Compensation.
30 day written notice of of cancelation

CERTIFICATE HOLDER Pinal County Sheriff's Office 971 N Jason Lopez Circle, Bldg C Florence, AZ 85232	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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