

RFP 152420 - PCSO Towing Services – Supplemental Exhibit C: Inspection Form

COMPANY NAME: _____ ADDRESS: _____

DATE OF INSPECTION _____ INSPECTOR INITIALS _____ DISTRICT LOCATED IN _____

As part of this solicitation process, Responders shall allow PCSO to conduct an inspection of storage facility and tow equipment to ensure both are in compliance with the specifications of this RFP. Failure to meet the inspection requirements as stated on Exhibit C shall result in exclusion from consideration of award of this contract.

Pinal County Sheriff's Office (PCSO) will perform inspections of facilities and equipment for all responsive offerors during business hours on May 2, 2016 and May 3, 2016. All offerors must have personnel and proposed equipment available for a 2 hour period of time beginning at the scheduled inspection time. Inspection date and time will be scheduled by the Procurement Officer upon receipt of offeror's proposal.

INSPECTION ITEM	COMPLY	DOES NOT COMPLY
BUSINESS PRESENCE REQUIREMENTS		
Does the Responder have an existing place of business with a tow release facility and storage facility?		
Is the vehicle storage facility located at the address given in the accompanying spreadsheet? Note any difference in address. The RFP states we can make boundary exceptions if the other district is within 1 mile of storage facility, visible from the storage facility, and easily accessible from the storage facility. Does this respondent qualify for an additional boundary exception and if so with what district? NOTE DISTRICT _____		
Does the Responder have joint business venture(s) or subcontractor(s) that would be representing the Responder? Yes = Does not Comply No = Comply		
PERSONNEL REQUIREMENTS		
Do all tow truck operators possess and carry a valid driver's license for the class of tow truck operated?		
Are tow truck operators that require CDL licenses valid (If tow truck is commercial vehicle)?		
EQUIPMENT REQUIREMENTS		
Do both sides of the tow trucks display the Company name, full name of town or city in which Contractor is located and the 10-digit business phone number in a legible fashion?		
Do all tow trucks have current year registration and proof of insurance in vehicle at time of inspection?		
Do tow trucks have functioning lights?		
Are tow trucks equipped with sufficient clean up equipment? Equipment shall include a broom, a shovel, absorbent, and a container for carrying trash and vehicle debris required to safely clear vehicles and to perform all on-scene site clean-up services?		
VEHICLE STORAGE FACILITY REQUIREMENTS		
Is vehicle storage facility a minimum of 50' x 75'?		
Is the perimeter of the storage facility, as described in Section 2.7 of the RFP, secured by a minimum 6' high enclosure, such as a chain link fence, or fully enclosed building with secured entry ways such as lockable gates or garage type doors?		
Is the storage facility exclusively used for storing towed vehicles and not for any other business such as dismantling or repairing of vehicles?		
Is the ground surface acceptable for tow truck operations?		
Is there adequate lighting per size of yard?		