



BURLINGTON POLICE DEPARTMENT

1 North Avenue
Burlington, Vermont 05401

Michael E. Schirling
Chief of Police

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Request for Proposal for City of Burlington and Burlington Police Department

TOWING SERVICES

Sealed proposals for providing Towing Services in the City of Burlington shall be received at Burlington Police Department, c/o Lise Veronneau (lveronneau@bpdvt.org) at One North Avenue until 4:00 p.m. on October 7, 2011.

Minimum requirements include:

- 1 - Available 24 Hr 7 day week and include following procedures for release of towed vehicles
- 2 - All vendor employees must complete criminal background checks by BPD
- 3 - Storage lot capable of storing 50 vehicles within 5 miles of city limits
- 4 - Own 8 wreckers and have access to at least 4 additional wreckers on a 24/7 day basis. All must have radio transmitting capability on a frequency designated by the Department.
- 5 - Maintain both Comprehensive General Liability and Automobile insurance and indemnification.
- 6 – Must follow fee structure of City of Burlington, for towing and storage of vehicles.

All questions regarding this RFP shall be directed in writing to John King, the Police Department's Parking Manager at jking@bpdvt.org.

Any unauthorized contact between any prospective proposer and any official or employee of Burlington on or after, the date the RFP is issued or at any time during this procurement process may, at the unilateral determination of the City, be grounds for disqualification of the proposer's proposal.

The City of Burlington, Vermont reserves the right to consider proposals for 150 days after receipt thereof, and further reserves the right to reject any or all proposals; waive any defects, informalities and minor irregularities; to accept exceptions to these specifications; and make such awards or act otherwise as it alone may deem in its best interest.

**Walter Decker
Deputy Chief of Police
City of Burlington, Vermont
September 28, 2011**

Respect ~ Honor ~ Remember

Officer James W. McGrath, end of watch May 12, 1904; Officer J. Albert Fisher, end of watch December 15, 1947