



## Department of Procurement and Contract Compliance

**RFP R41390**

**Addendum #3**

**Tow Services**

**Refer All Inquiries To:** Arenis Montes [a.montes@wycokck.org](mailto:a.montes@wycokck.org)

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913-573-5440

THE ABOVE-MENTIONED REQUEST FOR PROPOSAL IS HEREBY AMENDED AS FOLLOWS:

### Addendum 3

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The Unified Government of Wyandotte County hereby provides Offerors with questions/answers and clarifications regarding RFP R41390 Tow Services. Respondents must deliver their Addendum 3 with their response/proposal **May 1, 2025, at 2:00 p.m. Central Daylight Time (CDT).**

**Question 1:** Is there a general or publicly available standard that the UG uses to base their Cost of Living Adjustments (COLA) for contract pricing? If so, what is that standard?

**Answer 1:** For contract pricing increases, the Consumer Price Index through the U.S. Bureau of Labor Statistics website (see link below) is used to measure the price adjustment in a 12-month window. For COLA, please use the “all items” percentage increase.

<https://www.bls.gov/charts/consumer-price-index/consumer-price-index-by-category.htm>

**Question 2:** Would the UG consider splitting/dividing the tow zones into 3 zones similar to or identical to how the zones were laid out in the 2009 RFP 29-071 Tow Services?

**Answer 2:** The Police Department and the Sheriff’s Office is willing to split the area into 3 equal zones. Equal division does not necessarily mean geographically dividing the total area but instead equal in the amount of tows requested by Sheriff’s Deputies and Police Officers. The tow sample set will be based on historical data from January 2021 to December 2024. An updated zone map attachment will be provided to each tow company upon collecting the data. See attachments A and B.

**Question 3:** What is the total number of tows from April 1st, 2024 to April 1st 2025 ordered by the UG excluding UG’s own vehicles?

**Answer 3:** See Attachments C for Police Department tows. The Sheriff’s Office towed 827 vehicles during this time frame. Both Police Department and Sheriff’s Office do not collect figures on “hold” or “hands off” tows.

**Question 4:** To what extent must tow service facilities where customer interactions occur meet ADA (Americans with Disabilities Act) standards for access?

**Answer 4:** Full compliance with applicable law is required of all contractors’ facilities.

**Question 5:** If the tow that is requested is for a “non preference wreck” (a wreck in which both parties are free to leave the scene but that their vehicles are not drivable and the customers do not have a tow service of their own preference), will we be bound to charge the negotiated towing rates in the RFP contract or are we allowed to charge prevailing market rate wrecked vehicle tow rates?

**Answer 5:** Usually the officer or deputy orders the tow in this instance which is called “police tow” therefore yes you will be bound by the contract. However, there are times where a client is stalled in the roadway for whatever reason and there is no accident involved, we call the tow company and it is referred as a “private tow”. A private tow is priced at the market rate.

**Question 6:** Does the UG have an estimation or actual number of vehicles that were towed April 1st, 2024 to April 1st, 2025 that were held for CSI processing? If so what is this number?

**Answer 6:** Same as Answer #3.

**Question 7:** Does the fenced storage area need to have an opaque fence (steel paneling) or is chain-link fence acceptable?

**Answer 7:** Compliance with Ordinance Sec.8-199-Junkyard fences, 27-593, and 27-470 is required.

Sec.8-199- Junkyard Fences: Automobile or truck wrecking, junkyards, storage of used automobile or truck parts, storage of waste paper or rags, and all operations of a similar character, when conducted in the open, shall be enclosed with a solid fence or wall (with necessary gates) not less than eight feet and no more than ten

**feet in height, and no material or equipment shall be stored to a greater height than that of the wall or fence which encloses the storage area.**

27-593-Allowable special uses and 27-470 are ordinances requiring the correct zoning and a special use permit. Full ordinances found in the links below.

[DIVISION 6. - SPECIAL USE PERMITS | Code of Ordinances | Wyandotte County - Unified Government, KS | Municode Library](#)

[DIVISION 4. - DISTRICT REGULATIONS | Code of Ordinances | Wyandotte County - Unified Government, KS | Municode Library](#)

**Question 8:** If the tow releases are to lienholders or insurance companies, may regular market price be charged?

**Answer 8:** Yes.

**THE ATTACHED SIGNATURE PAGE MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.**

In other respects, except as specifically stated above, the subject Request for Proposal remains unchanged.

# Addendum 3, Q&A

## SIGNATURE PAGE

Offerors are asked to acknowledge receipt of this Addendum Number Three (3) by completing the information requested below **and submitting this information with their proposal**. Failure to do so may subject the offeror to disqualification.

ALL OTHER SPECIFICATIONS AND CONDITIONS REMAIN UNCHANGED.

RECEIPT OF THIS ADDENDUM IS HEREBY ACKNOWLEDGED

NAME/BUSINESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_, STATE: \_\_\_\_\_, ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_, FAX NO: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

ATTENTION OF: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

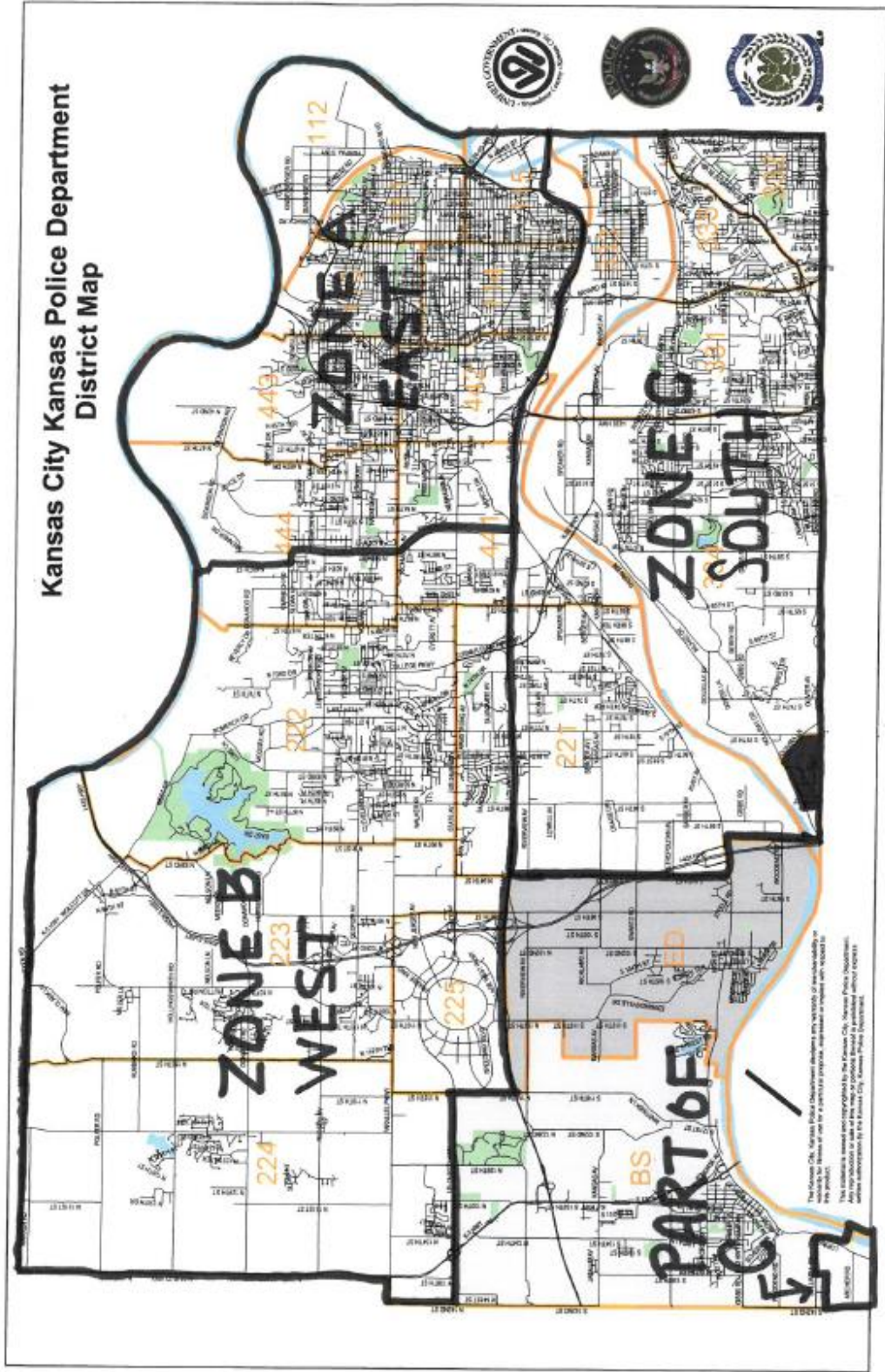
# Attachment A Tow Zones 2025

## Tow Zones 2025

The tow zones are described as follows:

|       | Zone A (EAST)                                                                   | Zone B (WEST)                                                                       | Zone C (SOUTH)                                              |
|-------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------|
| NORTH | CITY LIMITS/STATE LINE                                                          | CITY LIMITS                                                                         | INCLUSIVE OF I-70/I-670                                     |
| SOUTH | UP TO BUT EXCLUSIVE OF I-70/I-670                                               | UP TO, EXCLUSIVE OF I-70/I-670 UP TO 94 <sup>TH</sup> ST.<br>INCLUSIVE OF 24/40 HWY | COUNTY LINE/CITY LIMITS<br><b>LORING (UNINCORP.)</b>        |
| EAST  | CITY LIMITS/STATE LINE                                                          | INCLUSIVE OF 57 <sup>TH</sup> ST, MEADOWLARK LN, 60 <sup>TH</sup> ST.               | STATE LINE                                                  |
| WEST  | UP TO BUT EXCLUSIVE OF 57 <sup>TH</sup> ST, MEADOWLARK LN, 60 <sup>TH</sup> ST. | K7/CITY LIMITS                                                                      | 94 <sup>TH</sup> ST/CITY LIMITS<br><b>LORING (UNICORP.)</b> |

# Attachment B Tow Zones Map 2025



# Attachment C Tow Reports for Police Department

