



**ADDENDUM  
INVITATION FOR BID (IFB)**

**PURCHASING OFFICE  
CITY OF AUSTIN, TEXAS**

**IFB No.: EAD0228**

**Addendum No: 1**

**Date of Addendum: June 14, 2013**

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1.0 This addendum is incorporating the following questions and answers to the above-referenced IFB.

The following questions were posed by one or more Vendors in writing or during the pre-bid conference on June 12, 2013.

1. Q: Are the vehicles being towed City owned vehicles?  
A: No.
2. Q: What is the reason for the vehicles being towed? Is it due to unauthorized parking in the stated lots?  
A: Yes.
3. Q: Will there be signs posted at each lot indicating the towing company that will be removing the vehicles?  
A: Yes. These signs are to be provided by the selected vendor and put up by the vendor. Please see question 11 for additional detail regarding sign installation.
4. Q: When stating that vendors will be towing from City streets, does this mean all streets in the City of Austin, or just those surrounding the parking lots listed?  
A: We are striking the statement in Section 0500 Scope of Work, 1.0 Purpose regarding towing from City of Austin streets. Tows will only be performed from the locations listed in Attachment B.
5. Q: Is any of the towing on City streets for removal of abandoned vehicles?  
A: No. No towing from City streets is required per the answer to question four.
6. Q: Who is responsible for patrolling the lots?  
A: The selected vendor.
7. Q: Will there be an officer present when vehicles are being towed?  
A: No.
8. Q: Approximately how many Austin Energy substations are there?

- A: There are approximately 65.
9. Q: Would City of Austin personnel show up in court if the towed citizen takes the case to court?
- A: No. Per the Section 0500 Scope of Work the vendor is required to document all tows and City personnel would not be present in court.
10. Q: Can the City divide the work by North and South?
- A: At this time, no. However, the City is willing to change the response time listed in Section 0500 Scope of Work, item 5.1.5 to 60 minutes or less from the previously stated 30 minutes or less for the current departments listed in the Section 0500 Scope of Work except the Austin Convention Center Department (ACCD).
11. Q: Who will put up the signs on City property?
- A: The City contract manager from each department will work with the selected vendor for each of the locations. The vendor will be required to put all of the signs up, but if drilling or construction is required, it will be performed by the City. Upon approval from the City contract manager, previous posts, locations, etc. will be used where the signs shall be installed to minimize any construction.
12. Q: The lots under IH-35 have signs posted by J&J Towing. Since that lot is already being patrolled and towed from, is there any way to find out an approximate number of vehicles per month they are moving?
- A: J&J Towing is no longer towing from those lots. The signs haven't been removed by J&J Towing.
13. Q: How will towed employee vehicles be handled?
- A: The lots under IH-35 and the Mexican American Cultural Center will not have employees vehicles parked in them. Both Austin Energy and ACCD have a process in place to attempt to identify employee vehicles so towing of these vehicles doesn't occur.
14. Q: Will ACCD be calling in tows, or will patrolling be required?
- A: Upon approval of the selected vendor, ACCD will meet with the vendor to discuss. At this time ACCD will need to have both options.

2.0 ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

APPROVED BY:

  
 Erin D'Vincent, Buyer II  
 Purchasing Office

6/14/13  
 Date

ACKNOWLEDGED BY:

\_\_\_\_\_  
 Vendor Name

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

**RETURN A COPY OF THIS ADDENDUM**  
**to the Purchasing Office, City of Austin, Texas with your bid.**  
**Failure to do so may constitute grounds for rejection of your offer.**