

## Notice

### Basic Information

**Reference Number** 0000411561  
**Issuing Organization** Dallas County  
**Owner Organization**  
**Solicitation Type** IFB - Invitation for Bid (Formal)  
**Solicitation Number** 2026-013-7098  
**Title** 2026-013-7098 Vehicle Towing and Recovery Service  
**Source ID** PU.AG.USA.2438.C20247526  
**Piggyback Solicitation** No

### Details

**Location** Dallas County, Texas  
**Purchase Type** Duration:5 years  
**Description** Dallas County is issuing this Invitation for Bids to establish a five-year service price agreement for vehicle towing services for County owned vehicles, with a licensed, and experienced vendor.

### Dates

**Publication** 02/05/2026 12:21 PM CST  
**Question Acceptance Deadline** 02/19/2026 12:00 PM CST  
**Questions are submitted online** Yes  
**Closing Date** 02/26/2026 02:00 PM CST

**Prebid Conference** 02/16/2026 10:00 AM CST

### Contact Information

Jamie Kim  
214-653-7725  
jamie.kim@dallascounty.org

### Buyer Preferences, Guidelines & Requirements

#### Participation Requirements

- Small Business Participation

#### General Requirements

- FOB Destination

#### Award Requirements

- All or None Award

### Pre-Bidding Events

**Event Type** Prebid Conference  
**Attendance** Recommended  
**Event date** 02/16/2026 10:00 AM CST  
**Location** via Microsoft Teams  
**Event Note** **Microsoft Teams meeting**  
**Join:**  
<https://teams.microsoft.com/meet/24339018993776?p=SYq2NRTMfnKZclwDx7>  
Meeting ID: 243 390 189 937 76  
Passcode: y3un7c5Y Need help? | System reference  
**Dial in by phone**  
+1 469-208-1731,,750209476# United States, Carrollton  
Find a local number  
Phone conference ID: 750 209 476#  
For organizers: Meeting options | Reset dial-in PIN

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### Bid Submission Process

**Bid Submission Type** Electronic or Physical Bid Submission  
**Pricing** Item Based

**Pricing**

Item Based

**Supplier can place No Bid on an Item** No

**Bid Documents List**

Item Name	Description	Mandatory	Limited to 1 file
Bid Sheet	Completed Bid Sheet Excel	Yes	No
SBE Documentation-Attachment S	Completed Small Business Enterprise (SBE) Form (mandatory, must be submitted with bid)	Yes	No
Letter of Reference	3 Letters of Reference	Yes	No
2026 W-9	2026 W-9	Yes	No

## Documents & Items

### Documents

Document	Size	Uploaded Date	Language
DALLAS COUNTY STANDARD TERMS AND CONDITIONS IFB (1).pdf [pdf]	342 Kb	12/20/2024 02:00 PM CST	English
SBE_Language_for_IFB_2.24.24_ATTACHMENT_S.pdf [pdf]	536 Kb	12/19/2024 11:15 AM CST	English
2026-013-7098 -Towing Cost sheet.xlsx [xlsx]	14 Kb	02/04/2026 01:41 PM CST	English

### Items

Vehicle Towing Services			
Year 1 - 1 - County-owned light-duty vehicles towed from a location within Dallas County			
No	Description	UOM	Qty
1	Year 1 1. County-owned light-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	200
2	1a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
3	1b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
Year 1 - 2 - County-owned medium-duty vehicles towed from a location within Dallas County			
No	Description	UOM	Qty
4	Year 1 2. County-owned medium-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
5	2a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
6	2b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
Year 1 - 3 - County-owned heavy-duty vehicles towed from a location within Dallas County			
No	Description	UOM	Qty
7	Year 1 3. County-owned heavy-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
8	3a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
9	3b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Vehicle Towing Services

Year 1 - 4 - Flat rate tows or pickup of light duty vehicles

No	Description	UOM	Qty
10	Year 1 4. Flat rate tows or pickup of light duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	30
11	4a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 1 - 5 - Flat rate tows or pickup of medium duty vehicles

No	Description	UOM	Qty
12	Year 1 5. Flat rate tows or pickup of medium duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
13	5a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 1 - 6 - Flat rate tows or pickup of heavy duty vehicles

No	Description	UOM	Qty
14	Year 1 6. Flat rate tows or pickup of heavy duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Mile	10
15	6a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 1 - 7 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for light duty vehicles

No	Description	UOM	Qty
16	Year 1 7. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for light duty vehicles Brand Preference: Not Applicable - Service Item	Hour	1

Year 1 - 8 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for medium duty vehicles

No	Description	UOM	Qty
17	Year 1 8. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for medium duty vehicles Brand Preference: Not Applicable - Service Item	Hour	4

Year 1 - 9 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for heavy duty vehicles

No	Description	UOM	Qty
18	Year 1 9. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for heavy duty vehicles Brand Preference: Not Applicable - Service Item	Hour	2

Vehicle Towing Services

Year 1 - 10 - Hourly rate for Recovery Services for light duty vehicles

No	Description	UOM	Qty
19	Year 1 10. Hourly rate for Recovery Services for light duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 1 - 11 - Hourly rate for Recovery Services for medium duty vehicles

No	Description	UOM	Qty
20	Year 1 11. Hourly rate for Recovery Services for medium duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 1 - 12 - Hourly rate for Recovery Services for heavy duty vehicles

No	Description	UOM	Qty
21	Year 1 12. Hourly rate for Recovery Services for heavy duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 1 - 13 - Drive Shaft Removal for rear wheel drive vehicles

No	Description	UOM	Qty
22	Year 1 13. Drive Shaft Removal for rear wheel drive vehicles Brand Preference: Not Applicable - Service Item	Each	6

Year 1 - 14 - Specify cost to pick up keys at County location if keys are not with vehicle

No	Description	UOM	Qty
23	Year 1 14. Specify cost to pick up keys at County location if keys are not with vehicle Brand Preference: Not Applicable - Service Item	Each	1

Year 1 - 15 - Services for special equipment

No	Description	UOM	Qty
24	Year 1 15. Services for special equipment such as specialized trailers, hydraulic rescue tools, forklift, etc. not generally required for towing, necessary for use at the scene of an accident. Contractor cost + markup based on the estimated dollar amount listed (\$10,000) Brand Preference: Not Applicable - Service Item	United States Dollar	1

Vehicle Towing Services

Year 2 - 1 - County-owned light-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
25	Year 2 1. County-owned light-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	200
26	1a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
27	1b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 2 - 2 - County-owned medium-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
28	Year 2 2. County-owned medium-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
29	2a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
30	2b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 2 - 3 - County-owned heavy-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
31	Year 2 3. County-owned heavy-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
32	3a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
33	3b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 2 - 4 - Flat rate tows or pickup of light duty vehicles

No	Description	UOM	Qty
34	Year 2 4. Flat rate tows or pickup of light duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	30
35	4a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Vehicle Towing Services

Year 2 - 5 - Flat rate tows or pickup of medium duty vehicles

No	Description	UOM	Qty
36	Year 2 5. Flat rate tows or pickup of medium duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
37	5a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: All Brands are acceptable	Mile	150

Year 2 - 6 - Flat rate tows or pickup of heavy duty vehicles

No	Description	UOM	Qty
38	Year 2 6. Flat rate tows or pickup of heavy duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
39	6a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 2 - 7 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for light duty vehicles

No	Description	UOM	Qty
40	Year 2 7. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for light duty vehicles Brand Preference: Not Applicable - Service Item	Hour	1

Year 2 - 8 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for medium duty vehicles

No	Description	UOM	Qty
41	Year 2 8. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for medium duty vehicles Brand Preference: Not Applicable - Service Item	Hour	4

Year 2 - 9 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for heavy duty vehicles

No	Description	UOM	Qty
42	Year 2 9. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for heavy duty vehicles Brand Preference: Not Applicable - Service Item	Hour	2

Year 2 - 10 - Hourly rate for Recovery Services for light duty vehicles

No	Description	UOM	Qty
43	Year 2 10. Hourly rate for Recovery Services for light duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Vehicle Towing Services

Year 2 - 11 - Hourly rate for Recovery Services for medium duty vehicles

No	Description	UOM	Qty
44	Year 2 11. Hourly rate for Recovery Services for medium duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 2 - 12 - Hourly rate for Recovery Services for heavy duty vehicles

No	Description	UOM	Qty
45	Year 2 12. Hourly rate for Recovery Services for heavy duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 2 - 13 - Drive Shaft Removal for rear wheel drive vehicles

No	Description	UOM	Qty
46	Year 2 13. Drive Shaft Removal for rear wheel drive vehicles Brand Preference: Not Applicable - Service Item	Each	6

Year 2 - 14 - Specify cost to pick up keys at County location if keys are not with vehicle

No	Description	UOM	Qty
47	Year 2 14. Specify cost to pick up keys at County location if keys are not with vehicle Brand Preference: Not Applicable - Service Item	Each	1

Year 2 - 15 - Services for special equipment

No	Description	UOM	Qty
48	Year 2 15. Services for special equipment such as specialized trailers, hydraulic rescue tools, forklift, etc. not generally required for towing, necessary for use at the scene of an accident. Contractor cost + markup based on the estimated dollar amount listed (\$10,000) Brand Preference: Not Applicable - Service Item	United States Dollar	1

Year 3 - 1 - County-owned light-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
49	Year 3 1. County-owned light-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	200
50	1a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
51	1b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Vehicle Towing Services

Year 3 - 2 - County-owned medium-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
52	Year 3 2. County-owned medium-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
53	2a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
54	2b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 3 - 3 - County-owned heavy-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
55	Year 3 3. County-owned heavy-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
56	3a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
57	3b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 3 - 4 - Flat rate tows or pickup of light duty vehicles

No	Description	UOM	Qty
58	Year 3 4. Flat rate tows or pickup of light duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	45
59	4a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 3 - 5 - Flat rate tows or pickup of medium duty vehicles

No	Description	UOM	Qty
60	Year 3 5. Flat rate tows or pickup of medium duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
61	5a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 3 - 6 - Flat rate tows or pickup of heavy duty vehicles

No	Description	UOM	Qty
62	Year 3 6. Flat rate tows or pickup of heavy duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
63	6a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Vehicle Towing Services

Year 3 - 7 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for light duty vehicles

No	Description	UOM	Qty
64	Year 3 7. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for light duty vehicles Brand Preference: Not Applicable - Service Item	Hour	1

Year 3 - 8 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for medium duty vehicles

No	Description	UOM	Qty
65	Year 3 8. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for medium duty vehicles Brand Preference: Not Applicable - Service Item	Hour	4

Year 3 - 9 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for heavy duty vehicles

No	Description	UOM	Qty
66	Year 3 9. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for heavy duty vehicles Brand Preference: Not Applicable - Service Item	Hour	2

Year 3 - 10 - Hourly rate for Recovery Services for light duty vehicles

No	Description	UOM	Qty
67	Year 3 10. Hourly rate for Recovery Services for light duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 3 - 11 - Hourly rate for Recovery Services for medium duty vehicles

No	Description	UOM	Qty
68	Year 3 11. Hourly rate for Recovery Services for medium duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 3 - 12 - Hourly rate for Recovery Services for heavy duty vehicles

No	Description	UOM	Qty
69	Year 3 12. Hourly rate for Recovery Services for heavy duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 3 - 13 - Drive Shaft Removal for rear wheel drive vehicles

No	Description	UOM	Qty
70	Year 3 13. Drive Shaft Removal for rear wheel drive vehicles Brand Preference: Not Applicable - Service Item	Each	6

Vehicle Towing Services

Year 3 - 14 - Specify cost to pick up keys at County location if keys are not with vehicle

No	Description	UOM	Qty
71	Year 3 14. Specify cost to pick up keys at County location if keys are not with vehicle Brand Preference: Not Applicable - Service Item	Each	1

Year 3 - 15 - Services for special equipment

No	Description	UOM	Qty
72	Year 3 15. Services for special equipment such as specialized trailers, hydraulic rescue tools, forklift, etc. not generally required for towing, necessary for use at the scene of an accident. Contractor cost + markup based on the estimated dollar amount listed (\$10,000) Brand Preference: Not Applicable - Service Item	United States Dollar	1

Year 4 - 1 - County-owned light-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
73	Year 4 1. County-owned light-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	200
74	1a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
75	1b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 4 - 2 - County-owned medium-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
76	Year 4 2. County-owned medium-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
77	2a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
78	2b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 4 - 3 - County-owned heavy-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
79	Year 4 3. County-owned heavy-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
80	3a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
81	3b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Vehicle Towing Services

Year 4 - 4 - Flat rate tows or pickup of light duty vehicles

No	Description	UOM	Qty
82	Year 4 4. Flat rate tows or pickup of light duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	45
83	4a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 4 - 5 - Flat rate tows or pickup of medium duty vehicles

No	Description	UOM	Qty
84	Year 4 5. Flat rate tows or pickup of medium duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
85	5a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 4 - 6 - Flat rate tows or pickup of heavy duty vehicles

No	Description	UOM	Qty
86	Year 4 6. Flat rate tows or pickup of heavy duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
87	6a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 4 - 7 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for light duty vehicles

No	Description	UOM	Qty
88	Year 4 7. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for light duty vehicles Brand Preference: Not Applicable - Service Item	Hour	1

Year 4 - 8 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for medium duty vehicles

No	Description	UOM	Qty
89	Year 4 8. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for medium duty vehicles Brand Preference: Not Applicable - Service Item	Hour	4

Year 4 - 9 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for heavy duty vehicles

No	Description	UOM	Qty
90	Year 4 9. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for heavy duty vehicles Brand Preference: Not Applicable - Service Item	Hour	2

Vehicle Towing Services

Year 4 - 10 - Hourly rate for Recovery Services for light duty vehicles

No	Description	UOM	Qty
91	Year 4 10. Hourly rate for Recovery Services for light duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 4 - 11 - Hourly rate for Recovery Services for medium duty vehicles

No	Description	UOM	Qty
92	Year 4 11. Hourly rate for Recovery Services for medium duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 4 - 12 - Hourly rate for Recovery Services for heavy duty vehicles

No	Description	UOM	Qty
93	Year 4 12. Hourly rate for Recovery Services for heavy duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 4 - 13 - Drive Shaft Removal for rear wheel drive vehicles

No	Description	UOM	Qty
94	Year 4 13. Drive Shaft Removal for rear wheel drive vehicles Brand Preference: Not Applicable - Service Item	Each	6

Year 4 - 14 - Specify cost to pick up keys at County location if keys are not with vehicle

No	Description	UOM	Qty
95	Year 4 14. Specify cost to pick up keys at County location if keys are not with vehicle Brand Preference: Not Applicable - Service Item	Each	1

Year 4 - 15 - Services for special equipment

No	Description	UOM	Qty
96	Year 4 15. Services for special equipment such as specialized trailers, hydraulic rescue tools, forklift, etc. not generally required for towing, necessary for use at the scene of an accident. Contractor cost + markup based on the estimated dollar amount listed (\$10,000) Brand Preference: Not Applicable - Service Item	United States Dollar	1

Vehicle Towing Services

Year 5 - 1 - County-owned light-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
97	Year 5 1. County-owned light-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	200
98	1a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
99	1b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 5 - 2 - County-owned medium-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
100	Year 5 2. County-owned medium-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
101	2a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
102	2b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 5 - 3 - County-owned heavy-duty vehicles towed from a location within Dallas County

No	Description	UOM	Qty
103	Year 5 3. County-owned heavy-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up to 30 (30) minutes of wait time. Brand Preference: Not Applicable - Service Item	Each	45
104	3a. Additional mileage outside of Dallas County (per loaded mile) Brand Preference: Not Applicable - Service Item	Mile	150
105	3b. Additional mileage outside of Dallas County (per unloaded mile) Brand Preference: Not Applicable - Service Item	Mile	150

Year 5 - 4 - Flat rate tows or pickup of light duty vehicles

No	Description	UOM	Qty
106	Year 5 4. Flat rate tows or pickup of light duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	45
107	4a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Vehicle Towing Services

Year 5 - 5 - Flat rate tows or pickup of medium duty vehicles

No	Description	UOM	Qty
108	Year 5 5. Flat rate tows or pickup of medium duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
109	5a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 5 - 6 - Flat rate tows or pickup of heavy duty vehicles

No	Description	UOM	Qty
110	Year 5 6. Flat rate tows or pickup of heavy duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189 Brand Preference: Not Applicable - Service Item	Each	10
111	6a. Additional mileage to location above (per loaded mile) if applicable Brand Preference: Not Applicable - Service Item	Mile	150

Year 5 - 7 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for light duty vehicles

No	Description	UOM	Qty
112	Year 5 7. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for light duty vehicles Brand Preference: Not Applicable - Service Item	Hour	1

Year 5 - 8 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for medium duty vehicles

No	Description	UOM	Qty
113	Year 5 8. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for medium duty vehicles Brand Preference: Not Applicable - Service Item	Hour	4

Year 5 - 9 - Hourly rate for labor and/or waiting time after first thirty (30) minutes for heavy duty vehicles

No	Description	UOM	Qty
114	Year 5 9. Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for heavy duty vehicles Brand Preference: Not Applicable - Service Item	Hour	2

Year 5 - 10 - Hourly rate for Recovery Services for light duty vehicles

No	Description	UOM	Qty
115	Year 5 10. Hourly rate for Recovery Services for light duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Vehicle Towing Services

Year 5 - 11 - Hourly rate for Recovery Services for medium duty vehicles

No	Description	UOM	Qty
116	Year 5 11. Hourly rate for Recovery Services for medium duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 5 - 12 - Hourly rate for Recovery Services for heavy duty vehicles

No	Description	UOM	Qty
117	Year 5 12. Hourly rate for Recovery Services for heavy duty vehicles. Charges based on one hour minimum. Brand Preference: Not Applicable - Service Item	Hour	1

Year 5 - 13 - Drive Shaft Removal for rear wheel drive vehicles

No	Description	UOM	Qty
118	Year 5 13. Drive Shaft Removal for rear wheel drive vehicles Brand Preference: Not Applicable - Service Item	Each	6

Year 5 - 14 - Specify cost to pick up keys at County location if keys are not with vehicle

No	Description	UOM	Qty
119	Year 5 14. Specify cost to pick up keys at County location if keys are not with vehicle Brand Preference: Not Applicable - Service Item	Each	1

Year 5 - 15 - Services for special equipment

No	Description	UOM	Qty
120	Year 5 15. Services for special equipment such as specialized trailers, hydraulic rescue tools, forklift, etc. not generally required for towing, necessary for use at the scene of an accident. Contractor cost + markup based on the estimated dollar amount listed (\$10,000) Brand Preference: Not Applicable - Service Item	United States Dollar	1

## Categories

### Selected Categories

NIGP Categories (4)	
968	<b>PUBLIC WORKS AND RELATED SERVICES</b>
96864	<b>Response and Recovery Services, Roadway Incident</b> Response and Recovery Services, Roadway Incident
96897	<b>Wrecking and Removal Services</b> Wrecking and Removal Services
96890	<b>Vehicle Towing and Storage</b> Vehicle Towing and Storage
257	<b>DEFENSE SYSTEM AND HOMELAND SECURITY EQUIPMENT, WEAPONS AND ACCESSORIES</b>
25787	<b>Vehicles, CBRNE Incident Response</b> Vehicles, CBRNE Incident Response

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## Courtesy Email

**Sent using email addresses**

kyle@ctr-ims.com;management@duncanvilletowing.com;sheila@24hrwrecker.com;steve@camacinc.com;vpotts@chubstowing.com

## **DALLAS COUNTY STANDARD TERMS AND CONDITIONS**

By returning the Bid Proposal with a price quote, vendors certify and agree that:

1. All charges – wages, salaries, taxes including payroll taxes, benefits, insurance, overhead, fees, permits, licenses, fees, labor, personnel, service, supervision, documentation, administration, training, implementation, materials, supplies, delivery, transportation, shipping , freight, fuel surcharges, mileages, parking, tolls, travel time, and all other associated cost direct and indirect including incidentals necessary to provide the goods and services outlined in this solicitation specified or implied are to be included in bid proposal cost. Services and Inside Delivery will be F.O.B.: Dallas County as indicated on each individual purchase order.

2. **TEXAS GOVERNMENT CODE CHAPTER 2271 VERIFICATION – BOYCOTT ISRAEL**

Effective September 1, 2017, the State of Texas requires all governmental entity, state agency or political subdivision (which includes counties) to obtain written verification from the Company that their Company does NOT boycott Israel and will not boycott Israel during the life of this contract, agreement or purchase order (hereafter referred to as “Contract”). By accepting this Contract, the Company (Professional or other applicable term defining the contracting party) verifies that it does not Boycott Israel, and agrees that during the term of this Contract will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended." The County cannot execute a contract for goods and services without this declaration. Please refer to Texas Government Code, Subtitle F, Title 10, Government Code Chapter 2270.

*(a) This section applies only to a contract that:*

*(1) is between a governmental entity and a company with 10 or more full-time employees; and*

*(2) has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity.*

3. **CONFLICT OF INTEREST QUESTIONNAIRE (CIQ) FORM**

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of Dallas County no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. By submitting a response to this request, the vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code. Contractor shall complete and file the Conflict of Interest Questionnaire with the Dallas County Clerk at 1201 Elm Street, 21<sup>st</sup> Floor, Dallas, Texas 75270.

4. **CERTIFICATE OF INTERESTED PARTIES FORM 1295**

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties form to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The form discloses any interested parties who have a controlling interest (10% or more ownership) in the business entity and those who actively participate in facilitating the contract or negotiate the terms of the contract (broker, intermediary, advisor, and/or attorney), if any. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015 and new rules (Chapter 46) on November 30, 2015.

The "Certificate of Interested Parties" form must be completed on the Texas Ethics Commission website, printed, signed, and submitted to the County by the authorized agent of the Business Entity with acknowledgment that disclosure is made under oath and under penalty of perjury prior to final contract execution.

To obtain additional information on HB 1295, to learn more about Texas Ethics Commission process to create a new account or to complete an electronic version of Form1295 for submission with a signed contract, please go to the following website: <https://www.ethics.state.tx.us/tec/1295-Info.htm>

Instructional Videos for Business Entities on how to file online can be found at [https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

The identification number (section 3 of the form) to be used on the 1295 for this procurement is the IFB solicitation number.

5. **TITLE VI ASSURANCES/COMPLIANCE POLICY**

The County, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Pursuant to Title VI requirements, any entity or person that enters into a contract with Dallas County including, but not limited to prime contractors, sub-contractors, and sub-recipients, may not discriminate on the basis of race, color, national origin, age, sex, disability, or religion in their selection and retention of subcontractors (including consultants), in connection with any federally funded program or activity (including any program or activity undertaken/funded by a Dallas County Division/Department that receives federal funds).

6. **TEXAS GOVERNMENT CODE CHAPTER 2252 ATTESTATION**

By entering into this Contract, Contractor attests that Contractor is not a company that is identified on a list prepared and maintained by the Texas State Comptroller under Section 2252.153, Tex. Gov't Code, as a company known to have contracts with or provide supplies or services to a foreign terrorist organization as designated by the U.S. Secretary of State.

7. **PRE-AWARD SURVEY**

After bid opening and before award, County may perform a pre-award survey of the bidder's facilities and equipment to be used in the performance of work under this solicitation. Bidder agrees to allow all reasonable requests for inspection of his or her facilities.

8. After bid opening and before award Dallas County reserves the right to request the bidder to provide, but not necessarily limited to, the following forms:

- a. Texas Government Code Chapter 2270 Verification Form
- b. Texas Government Code Chapter 2252 Certification Form
- c. 1295 Form
- d. W-9 Form

9. The bid award shall be based on, but not necessarily limited to, the following factors:

- e. Unit Price
- f. Total Bid Price
- g. Delivery Date
- h. Results of Testing Samples
- i. Special Needs and Requirements of Dallas County
- j. Dallas County's Experience with Products Bid
- k. Vendor's Past Performance Record with Dallas County
- l. Dallas County's Evaluation of Vendor's Ability
- m. Estimated Costs for Supplies, Maintenance, etc.
- n. Estimated Surplus Value
- o. Small Business Enterprise completed forms
- p. Dallas County reserves the right to award to a primary and secondary vendor(s).

Dallas County shall award this contract to the responsive bidder(s) offering the lowest and best bid in accordance to Local Government Code 262.021(5-a) who comply with all of the requirements, terms and conditions prescribed herein. Dallas County reserves the right to reject any or all bids in whole or in part, to make multiple awards, partial awards, award by item by item basis, award by types, award by sections, or lump sum total, and waive any immaterial deviations in the bid as may be considered in the best interest of the County.

10. **INVOICING/BILLING**

Invoices will be submitted to the Dallas County Auditor's Office. All billings must have appropriate supporting documentation before such billings will be approved. Billing shall cover goods and services not previously invoiced. Vendor shall reimburse the Dallas County for any monies paid to Contractor for goods or services not provided or when goods/services provided do

not meet the contract agreement or solicitation requirements. Payments made by the County shall not preclude the right of the County from thereafter disputing any items involved or billed under the contract agreement or solicitation and shall not be construed as acceptance of any part of the goods or services. Contractor understands and agrees that any funds paid under this contract are contingent upon satisfactory delivery of the Services as described in this contract and subject to routine processing. No payment, on any basis, will be made for unsatisfactory work.

Contractor agrees to submit complete, fully documented and accurate itemized statement of invoices with appropriate/applicable attachments and documentation, as required by the County for all goods, services, and work performed **following acceptance of goods, services or work by the County.**

At minimum, the original invoices submitted against the IFB, must reference all of the following information:

- a. Contractor/Vendor Name
- b. Contractor/Vendor Address
- c. Contractor/Vendor Contact Information
- d. Contractor/Vendor Telephone Number and Fax Number
- e. Contractor/Vendor Remittance to Address
- f. Invoice Date
- g. Invoice Number (uniquely numbered, no duplicates)
- h. Valid Dallas County Purchase Order Number must appear on all itemized invoices and packing slips
- i. Solicitation Number
- j. Date of Services or Date Purchase
- k. Description of Services and Goods
- l. Cost of Services and Goods

Invoices and support documentation are to be sent to:

Original Invoice: Dallas County Auditor's Office  
Attn: Accounts Payable  
500 Elm Street, Suite 4200  
Dallas, TX 75202  
214.653.6478  
[Accounts.Payable@dallascounty.org](mailto:Accounts.Payable@dallascounty.org)

Copy of invoice(s) shall be sent to: REQUESTING USER DEPARTMENT NAME AND ADDRESS INDICATED ON THE PURCHASE ORDER

All invoices must reference a Dallas County Purchase Order Number

Payment will be made upon receipt and acceptance by the County of completed services, goods and/or products ordered and receipt of a valid invoice, in accordance with the Texas Government

Code, Chapter 2251. The County will incur no penalty for late payment if payment is made within thirty (30) or fewer days from the statement if there is an uncontested billing. Any payment not made within thirty (30) days of its due date shall bear interest in accordance with Chapter 2251 of the Texas Government Code. Invoices received without all the required supporting documentation and information will not be processed and will be returned to the Contractor unpaid for correction.

11. If applicable, a packing list or other suitable shipping documents shall accompany each shipment and shall show:
  - (a) Name and address of vendor
  - (b) Name and address of receiving department
  - (c) Dallas County Purchase Order number and
  - (d) Description of material shipped, including item numbers, quantity, number of containers, and package number, if any.

12. **ACH ELECTRONIC PAYMENTS**

*ACH Electronic Payments*

Dallas County offers ACH vendor and supplier payment services for all vendors and suppliers providing goods, services or products to Dallas County.

Dallas County is moving away from making payments by paper checks and we are strongly encouraging vendors and suppliers to accept electronic payments. Below is the option that is currently available in lieu of a paper check. Dallas County has chosen the Paymode-X ACH payment service through Bank of America for this efficient form of payment.

There is no cost or fee to the vendor or supplier of any kind resulting from the acceptance of an ACH payment from Dallas County via PaymodeX. This allows Dallas County to directly deposit invoice payments into the vendor's bank account along with complete remittance information that can be accessed at any time.

For more information regarding Paymode-X, please visit our website at: <http://portal.paymode.com/dallascounty/> or call customer service @ 877.443.6944 or contract the Dallas County Auditor's Office – Account Payable Division at 214.653.6473.

13. Upon request by Dallas County, bidders agree to furnish samples and/or demonstrations of products bid, as applicable. The product(s) requested will be furnished at no additional cost to Dallas County and will be of sufficient amounts and/or time frames agreed by County and bidder to ensure effective testing of the products(s). Any testing product used beyond the agreed upon amount or time frame may be considered for payment by Dallas County, if in the best interest of the County. Any product that fails testing shall be considered sufficient reason to reject the bid or product. Any product used by Dallas County, during the contract period that does not perform as specified and/or approved during testing shall be considered grounds for cancellation of the contract.
14. Whenever an article or material is defined by describing a proprietary product or by using the name of a manufacturer, the term "or equal" if not inserted shall be implied. The specified article or material shall be understood as descriptive and not restrictive. As determined by Dallas County, equal is considered as articles or materials which can effectively and economically

perform the required task; is comparative in quality and performance and, if required, is acceptably similar or matches the specified structural design.

If the amount shown in words and its equivalent in figures do not agree, the written words shall be binding. Ditto marks are not considered writing or printing and shall not be used.

15. The Contractor shall be considered an Independent Contractor and not an agent, servant, employee, or representative of the County in the performance of the work. No term or provision hereof or act of the Contractor shall be construed as changing that status.
16. The Contractor agrees that it will protect, defend, indemnify, and save whole and harmless the County and all of its officers, agents, and employees from and against all claims, demands, causes or action, damages, judgments, loss and expenses, including attorney's fees, of whatsoever nature, character, or description that any person or entity has or may have arising from or on account of any injuries or damages (including but not restricted to death) received or sustained by any person, persons, or property, on account of, arising out of, or in connection with the performance of the work, including without limiting the generality of the foregoing, any negligent act or omission of the Contractor or any agent, servant, employee or sub-contractor of the Contractor in the execution or performance of this Contract. Contractor further agrees to protect, indemnify and hold County harmless against and from any and all claims and against and from any and all loss, cost, damage, judgments or expense, including attorney's fees arising out the breach of any of the requirements and provisions of this contract of any failure of Contractor, its employees, officers, agents, contractors, invitees, or assigns in any respect to comply with and perform all the requirements and provisions hereof.
17. The Contractor agrees, during the performance of the work, to comply with all applicable codes and ordinances of the appropriate City, County or the State of Texas as they may apply, as these laws may now read or as they may hereafter be changed or amended.
18. The Contractor shall obtain from the appropriate City, Dallas County or the State of Texas the necessary permit(s), if any, required by the ordinances of the City, County or State for the performance of the Work.
19. The Contractor shall not sell, assign, transfer or convey this Contract, in whole or in part, without the prior written consent of the County.
20. Should Dallas County authorize the original awardee to subcontract (assign) any portion of this contract, the original awardee will maintain the ultimate legal responsibility for all services according to contract specifications. In the event of a subcontract, the original awardee must maintain a continuous effective business relationship with the subcontractor(s) including, but not limited to, regular payments of all monies owed to any subcontractor. Failure to comply with these requirements, in whole or part, will result in termination of this contract and/or legal ramifications, due to nonperformance.

Should Dallas County authorize the original contractor to transfer this contract, in whole or part, the secondary contractor will maintain all the legal responsibilities set forth in the context of this contract.

21. In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Contract shall be considered

as if such invalid, illegal, or unenforceable provision had never been contained herein.

22. The parties herein agree that this Contract shall be enforceable in Dallas County, Texas, and if legal action is necessary to enforce it, exclusive venue shall lie in Dallas County, Texas.
23. This Contract shall be governed by and construed in accordance with the laws of the State of Texas and all applicable Federal Laws.
24. **Scanned or Re-typed Response:**

If in its response, bidder/offeror either electronically scans, re-types, or in some way reproduces the County's published bid or proposal specifications, then in the event of any conflict between the terms and provisions of the County's published bid or proposal specifications, or any portion thereof, and the terms and provisions of the response made by bidder/offeror, the County's bid or proposal specifications as published shall control.

Furthermore, if an alteration of any kind to the County's published bid or proposal specifications is only discovered after the contract is executed and is or is not being performed; the contract is subject to immediate cancellation.

25. This Contract embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties and relating to matters herein, and except as otherwise provided herein cannot be modified without written agreement of the parties.
26. Multi-year service/lease-purchase agreements or any continuing contracts are solicited and awarded based on governmental fiscal funding. If for any reason, funds are not appropriated to continue the service/lease- purchase agreement, the said agreement/contract shall be automatically terminated on the expiration date or date in which the funds have been eliminated. Any/all services/leased equipment will be removed from the respective county department/facilities without penalty to Dallas County. Any/all charges incurred as a result of this action are the responsibility of the contractor.
27. Contractors are not officially authorized to begin work and/or deliver items covered under this agreement until formal approval and/or a signed contract is executed by the proper county authorities. Dallas County accepts no liability, of any kind, for products/services delivered/furnished without proper authorization.
28. Except for proposals received under Local Government Code 262.030 and/or 262.0295, in accordance with the aforementioned statutes, Dallas County will uphold the confidentiality of bidder trade secrets to the extent allotted by law. All confidential information must be clearly identified and separated, by the bidder and prior to submission of the proposal.
29. **OPEN RECORDS**

All responses submitted to Dallas County become the property of Dallas County and are subject to the Public Information Act (Texas Government Code Chapter 552). The interested

firms/individuals should familiarize themselves with the provisions of that Act. In no event shall Dallas County, or any of its agents, representatives, consultants, directors, officers, or employees, be liable to a firm/individual for the disclosure of all or any portion of a response submitted pursuant to the IFB.

If a firm/individual has special concerns about information that it desires to make available to Dallas County, but which it believes constitutes a trade secret, proprietary information or other information excepted from disclosure, such firm/individual should specifically and conspicuously designate ((i.e. mark confidential) each page of that information, which the Bidder believes, should not be disclosed outside Dallas County. Disclosure of requested information will be subject to the Texas Public Information Act.

30. **TERMINATION**

The County may, at its option and without prejudice to any other remedy to which it may be entitled at law or in equity, or elsewhere under this contract, terminate this Contract, in whole or part, by giving 10 days advance written notice thereof to the Contract with the understanding that all (products/services) being (delivered/performed) under this Contract shall cease upon the date specified in such notice. The County shall compensate the Contractor in accordance with the terms of this contract for the (products/services) (delivered/performed) prior to the date specified in such notice.

31. **TERMINATION FOR DEFAULT OR NON-PERFORMANCE**

Default, material breach, or non-performance of the bidder in terms of specifications or non-compliance with the terms of this contract shall be a basis for termination of the contract by the County. Termination in whole or in part, by the County may be made at its option and without prejudice to any other remedy to which it may be entitled at law or in equity, or elsewhere under this Contract, by giving ten (10) days' advance written notice setting forth the nature of the material failure or non-performance to the Contractor and/or bidder with the understanding that all work being performed under this contract shall cease upon the date specified in such notice. The termination will not be effective if the material failure is fully cured prior to the end of the stated in written notice NOT LESS THAN TEN (10) day period.

Termination under this will not relieve Contractor from liability for any default or breach under this contract agreement or any other act or omission of Contractor.

The County shall not pay for work, equipment, services or supplies which are unsatisfactory. Contractor may be given a reasonable opportunity prior to termination to correct any deficiency. This however shall in no way be construed as negating the basis for termination for non-performance. In addition and as authorized by Commissioners Court, vendors terminated for non-performance will be disbarred from award consideration on future county solicitation for a period of not less than thirteen (13) months.

32. **MONETARY RESTITUTION**

In the event the contract is prematurely terminated due to default, non-performance and/or withdrawal by the contractor, Dallas County reserves the right to seek monetary restitution (to include but not limited to; withholding of monies owed) from the contractor to cover costs for interim services and/or to cover the difference of a higher cost (difference between termination vendor's rate and new company's rate) beginning the date of vendor's termination through the contract expiration date. In the event a civil suit is filed to enforce this provision, Dallas County will seek its attorney's fees and cost of suit from the Contractor.

33. **NON-EXCLUSIVITY**

This contract and/or agreement is non-exclusive and shall not in any way preclude Dallas County from entering into similar agreements and/or arrangements with other Vendors, Contractors, or from acquiring similar, equal or like goods and/or services from other entities or sources including state contracts.

34. **NEPOTISM**

No person (1) who is an employee, agent, consultant, officer, or official of the contractor and who exercises or has exercised any functions or responsibilities with respect to assisted contract activities; or (2) who is in a position to participate in a decision-making process or gains inside information with regard to such activities, may obtain a personal or financial interest or benefit, direct or indirect, in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure.

35. **RIGHT TO PROTEST**

Vendors aggrieved in connection with a specific solicitation, evaluation, or the award of any bid, purchase order, or contract, may formally protest to the Purchasing Director only if the Vendor has reason to believe that, with respect to a specific solicitation, (a) there was a material violation of state or federal statutory requirements, County Purchasing Department rules and regulations, or this Code of Ethics (including the Restricted Contact Period), or (b) the procurement process gave an unfair advantage or unfair disadvantage to one or more Vendors.

*Procurement processes that may give an unfair advantage or disadvantage to one or more Vendors include, but are not limited to, the following:*

- i. The specification unfairly limits competition for no legitimate purpose;
- ii. The contract award is compromised by improprieties in post-award negotiations;
- iii. The evaluation factors or criteria are applied in a manner that is different than disclosed in

the solicitation; and

iv. There are irregularities in the receipt or opening of solicitation responses.

*Protests must be in written form and must contain the following information (if applicable):*

i. The protesting Vendor's name, address, telephone number, fax number, and email address;

ii. The identifying number of the solicitation and/or contract;

iii. The date the Vendor become aware of the facts forming the basis of the protest;

iv. A detailed statement of the factual grounds for the protest, including copies of any relevant documents or evidence and the statute, rule, or regulation that was violated, if applicable; and

v. A sworn certification that the protest is brought in good faith and for good cause. If a protest is based on an ambiguity or a problem in a solicitation, and is made after the solicitation response deadline, it must also include a certification that the protesting Vendor was not aware of the ambiguity or problem (and did not have an opportunity to ask for clarification or a correction) before the solicitation response deadline.

Protests must timely raise all claims and describe the evidence supporting those claims with specificity. Any claims that are not timely raised may be deemed waived. In the event of a protest during a solicitation response period, a protesting Vendor who wishes to continue in the solicitation process during such protest must still submit a bid or proposal according to the rules set forth in the solicitation.

Protests, including any protest appeals requests, must be sent by mail or email to the Dallas County Purchasing Director at Founders Square, 900 Jackson St., 6th Floor, Suite 680 Dallas, Texas 75202 or [Michael.Frosch@dallascounty.org](mailto:Michael.Frosch@dallascounty.org). Mail-in requests must be postmarked and email requests must be received by the Purchasing Director no later than (a) five (5) business days after the date that the protesting Vendor knew or should have known of the facts giving rise to the protest, or (b) before the contract is awarded, if the Vendor is aware of the facts giving rise to the protest prior to the contract award, whichever is earlier.

**It is the responsibility of the Vendor to ensure that solicitation protests are delivered to the Purchasing Director within the time period stated herein. Protests that are late or delivered to an incorrect address or individual, or that otherwise do not comply with these rules (including providing the sworn certification as described above), will be declared invalid.**

*Written Decision.* All protests will be initially reviewed by the Purchasing Director, who must rule on the protest and provide a written decision, including the reasons for the decision and the decision date, to the protesting Vendor within ten (10) business days (the “Written Decision”). Any appeal of the Written Decision must be made within five (5) business days of the receipt thereof.

*Appeals Process.* Appeals of the Written Decision should be sent to the Purchasing Director at the address above, who shall notify the Appeals Committee, consisting of the County Administrator, the County Auditor, and the County Budget Director. The Purchasing Director shall serve as staff to the Appeals Committee and will be present at the Appeals Hearing. The protesting Vendor shall be notified of the time and place of the Appeals Hearing and will be provided an opportunity to present arguments. The documentary evidence at the Appeals Hearing is limited to the documentary evidence submitted for the original protest unless, for good cause shown, the Appeals Committee grants authority for the protesting Vendor to provide additional documentary evidence. The protesting Vendor shall seek approval to submit additional documentary evidence for good cause as soon as possible, but no later than (a) five (5) days before the hearing, or (b) within seventy-two (72) hours from when the protesting Vendor knew or should have known about the additional evidence, whichever period is shorter. The request should include copies of the additional documents that the protesting Vendor seeks authority to use at the hearing. The Appeals Committee may appoint an independent hearing examiner to conduct the hearing and provide a written recommendation, if needed. A written final decision, including the reasons for the final decision and the decision date, will be provided to the protesting Vendor within ten (10) business days of the Appeals Hearing (the “Final Decision”). Requests for an appeal of the Final Decision must be mailed or emailed to the Purchasing Director within five (5) business days of the Final Decision, who will notify the Commissioners Court of the request.

A Commissioners’ Hearing may take place at the discretion of the Commissioners Court. A single vote of a Commissioner on the Commissioners Court is required for a Hearing to be granted. The Commissioners may, at any time during the process, review the written record of the previous decisions on the matter. All decisions of the Commissioners Court, including whether to allow a Commissioners’ Hearing, are final.

*Right to Appear before the Commissioners Court.* All individuals and entities have the right to an appearance before the Commissioners Court subject to the rules of the Court, this Code of Ethics, and, during an Active Solicitation, the Restricted Contact Period provisions in Section 6 herein. However, a protesting Vendor does not have an automatic right to a Commissioners’ Hearing on any protest appeal under this Code of Ethics, which will be granted only at the discretion of the Commissioners Court.

*Notification.* Protest hearings are open to the public. Public notification of any hearings, including Appeals Hearings and Commissioners’ Hearings, shall be posted on the Dallas County Purchasing website at [www.dallascounty.org/department/purchasing](http://www.dallascounty.org/department/purchasing)

*Solicitations and Contracts Pending.* Filing a protest under this Section will not trigger an automatic stay of any procurement process or contract award. It is in the discretion of the Purchasing Director and the Commissioners Court whether to stay any procurement process or contract award with respect to any Vendor protest. Whether a stay is granted shall not compromise any protesting Vendor’s right to the protest procedures outlined herein.

*Records.* Records of all protests, including the protest filed, related evidence, and any Written and Final Decisions (including the outcome of any Commissioners' Hearing, if applicable) will be maintained by the Purchasing Department for a period of no less than four (4) years.

36. Contractors are required to comply with the Equal Employment Opportunity Act requiring that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of this Contract. The successful bidder shall take affirmative action to ensure that applicants are employed and treated during employment, without regard to their race, age, color, religion, sex or national origin. This action shall include, but not be limited to, employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, compensation and selection for training. The successful bidder shall state to all employees and advertisements that all employees and qualified applicants will receive consideration for employment without regard to race, color, age, religion, sex, or natural origin.
37. No official or employee shall have any financial interest, direct or indirect, in any contract with the County or be financially interested, directly or indirectly, in the sale to the County of any land, materials, supplies or services, except on behalf of the County as an official or employee. Any violation of this section, with knowledge, express or implied, of the person or corporation contracting with the County shall render the contract involved voidable by the Commissioners Court of Dallas County. It is the responsibility of the contractor during all phases of the contract process to notify the County in writing of any potential conflict of interest.
38. In the best interest of the County, as determined by the Dallas County Commissioners Court, any bidder/proposer who is currently involved, either directly or indirectly, with any litigation against or involving Dallas County may be disqualified and/or not considered for an award.
39. Pursuant to Sec. 9.001 of the Texas Business Organization Code, non-Texas entities, including, but not limited to corporations, limited partnerships, and limited liability companies must have an application for registration filed with the Texas Secretary of State and shall provide to Dallas County a Certificate of Status issued by the Texas Secretary of State that serves as official evidence of the entity's existence or authority to transact business in Texas. To transact business with Dallas County, all entities must be in legal compliance pursuant to applicable laws, and shall provide to Dallas County evidence of said compliance.
40. Vendor hereby assigns to purchaser any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.
41. Where applicable, MSDS Forms must be provided with delivered products. In addition **WITHOUT EXCEPTION**, within 30 days after award, the successful bidder(s) **MUST** furnish Material Safety Data Sheets for all applicable awarded contract items to: Erin Spargo, Ph.D., Southwestern Institute of Forensic Sciences/Office of the Medical Examiner Facility, 2355 Stemmons Freeway, Dallas, Texas 75207. Dallas County reserves the right to withhold payments owed and/or terminate the contract due to non-performance if the aforementioned documents are not provided accordingly.

42. **INTERLOCAL AGREEMENT (City/State Participation Program)**

In accordance with Article 791.025 of the Texas Government Code, governmental agencies (local, state) may request to utilize County contract by executing an interlocal agreement with Dallas County to do so. Vendors are to indicate on the bid proposal page whether they are willing to extend pricing from this contract to other governmental agencies in accordance with the outlined specifications. Dallas County is indemnified against any and all claims that may arise from Interlocal Agreements entered into by the Contractor and governmental agencies.

43. **FEDERAL DEBARRED VENDORS**

No products and/or services utilizing Federal funds may be procured from vendors that are listed on the Federal Excluded Parties List aka System for Award Management (SAM). Government requirements for non-procurement suspension and debarment are contained in the OBM guidance 2CFR, part 180 that implements Executive Orders 12549 and 12689 Debarment and Suspension. Dallas County reserves the right to reject from award consideration and/or terminate any contract with any vendor found to be suspended, ineligible and/or debarred as outlined herein.

44. **TWELVE (12) MONTH WAITING PERIOD FOR EMPLOYMENT OF CERTAIN FORMER COUNTY EMPLOYEES**

In accordance with the County's Transparency Policy, any firm awarded a contract for the Procurement of goods or services shall be prohibited from hiring any individual who has previously worked for the County and in that capacity either evaluated, recommended, approved, monitored, or managed a contract involving that firm no sooner than twelve months after that individual has ceased to work for or be employed by the County. Failure to adhere to such a contractual requirement may result in the termination of the contract with the County.

IFB

ATTACHMENT S  
SBE PROGRAM AND FORMS



## SBE LANGUAGE

### 7.0 SMALL BUSINESS ENTERPRISE (SBE) PROGRAM

#### 7.1. Definitions.

- 7.1.1. The term “**Commercially Useful Function**” is defined as a business that is directly responsible for providing the supplies or services to Dallas County as required by the solicitation or request quotes, bids or proposals. A firm is considered to perform a commercially useful function when responsible for the execution of a distinct element of the work of a contract and carries out its responsibilities by actually performing, managing and supervising the work involved. Example: a business that stocks sufficient quantities of supplies in direct inventory which is being held for sale or resale, to cover anticipated future demands for the suppliers is considered to be performing a commercially useful function.
- 7.1.2. A “**Contractor**” is defined as one who participates, through a contract or any other contractual agreement in a County funded contract opportunity for work, labor, services, supplies, equipment, materials, goods or any combination of the aforementioned. For purposes of this Section, a Contractor is any individual, company, or other entity seeking to do work for Dallas County regardless of the method used to procure the services or products, including but not limited to bid or solicitation. A Contractor includes but is not limited to a contractor, consultant, or vendor.
- 7.1.3. The term “**Director of Small Business Enterprise**” shall mean the Director of the County’s Office of Small Business Enterprise and/or her/his designee.
- 7.1.4. The term “**Contract Administration**” shall mean the County Purchasing Department and/or his or her designee.
- 7.1.5. The “**Contract Administration Supervisor**” shall mean the Purchasing Director and/or his or her designee.
- 7.1.6. **Equal Employment Opportunity Requirements.** It is the policy of Dallas County to ensure non-discrimination in the award and administration of contracts. The Contractor or Subcontractor shall not discriminate on the basis of race, color, national origin, disability, veteran status, religion, or sex in the performance of any Dallas County contract.
- 7.1.7. **Good Faith Effort Plan.** The plan submitted with a Submittal detailing the Respondent’s efforts to achieve the set aspirational goal or documenting the Good Faith Efforts to meet the goals for all elements the Solicitation. A Good Faith Effort Plan must be submitted with a Submittal for any Dallas County projects in which goals have been established.
- 7.1.8. **Metropolitan Statistical Area (MSA).** The Dallas County MSA includes the following counties: Dallas, Tarrant, Denton and Collin.
- 7.1.9. **Small Business Enterprise.** It is the policy of Dallas County to support the growth and development of Small Business Enterprise (“SBE”) and ensure that SBEs have an equal opportunity to compete for and participate in Dallas County contracts. Thus, Dallas County Commissioners Court has created the

Office of Small Business Enterprise to establish and oversee a Diversity Program to ensure that SBEs have an equal opportunity to compete for and participate in Dallas County contracts. It is Dallas County's intent to:

- Ensure nondiscrimination in the award and administration of Dallas County contracts;
- Create a level playingfield on which small businesses can compete fairly for Dallas County contracts; and
- Ensure that only firms who attempt in good faith to meet the SBE good faith efforts are considered for applicable contract awards.

Consequently, the contractor shall carry out applicable requirements of the good faith effort in its proposal/bid hereunder and, if awarded the contract, the award and administration of the Contract.

## 7.2 SBE Goals, Good Faith Efforts and Eligibility.

The Director of Small Business Enterprise and the Contract Administration Supervisor sets the annual SBE participation contracting/subcontracting aspirational SBE goals for each contract. The contracting/subcontracting goals for this contract will be based on meeting or exceeding the **minimum aspirational SBE goal of 40%**, unless good cause exists for failing to meet the goal. The SBE aspirational goal is based on the total dollar amount of the contract.

To be recognized as an SBE, firms (contractors and/or subcontractors):

- a) Must be certified as an SBE by the following County approved entities: North Texas Regional Certification Agency (NCTRCA), DFW Minority Supplier Development Council and/or the Women's Business Council of Southwest, at the time of the proposal/bid submission. Other certifications are not acceptable;
- b) To be recognized by the County as a **qualified SBE firm**, as defined pursuant to Section 3 of the Small Business Act and relevant regulations, an SBE is a firm for which the gross revenues or number of employees averaged over the past three years, inclusive of any affiliates, is as defined by 13 C.F.R. Sec. 121.201; and
- c) Must also perform a commercially useful function on the project and have a local presence in Dallas County Metropolitan Statistical Area (MSA) in order to be counted for SBE points. The MSA includes the following counties: Dallas, Tarrant, Denton and Collin.

## 7.3 Utilization

The aspirational SBE or certified sub-contractor goal is expressed as a percentage of the total dollar amount of the contract going to SBE or certified Sub-Contractor for those areas which the Contractor has sub-contracted or anticipates sub-contracting. The aspirational goal shall also apply to contract amendments that require work beyond the scope of services originally required to accomplish the project.

The Respondent agrees to employ good faith efforts through the award of subcontractors to eligible SBEs and certified firms to the fullest extent possible.

Dallas County's Good Faith Effort Plan (GFEP) will be used to document SBE participation. However, all subcontractors and/or suppliers, whether certified or not, must be listed in the GFEP. The information provided

in the GFEP Form will be utilized in the development of the final contract/agreement. The GFEP Form can be found in the attachments. This form is required and considered to be a part of the response to the IFB.

**Should the Good Faith Effort Plan or any of the specified documents listed below be incomplete, not signed, and/or not submitted, the bid can be deemed non-responsive.**

**7.4 Each Contractor must include with its proposal/bid, the following documents:**

- Completed and signed **Good Faith Effort Plan**, executed by an authorized representative;
- Completed and signed **Small Business Utilization Affidavit**, executed by an authorized representative; and
- A signed and executed **Subcontractor Intent Form**, executed by an authorized representative (prime and subcontractor).

***Note: All forms must be complete in their entirety and submitted as part of a Respondent's submittal.***

The County reserves the right to accept or reject any certified firm and in its sole discretion is not bound by the certifying bodies' determination, if the County has a concern regarding the eligibility of the firm to meet SBE guidelines or standards. A Contractor whose proposed certified firm is rejected may contest in writing to the Office of Small Business Enterprise, in accordance with the SBE Policy. The denial of SBE certification by the Office of Small Business Enterprise is excluded from the Dallas County Purchasing Code of Ethics Protests Procedure and is exclusively governed by the appeal process set forth in the SBE Policy.

**7.5 SBE Reporting.** The Contractor and its subcontractors are required to electronically submit subcontractor payment information using the County's Compliance Reporting System (CRS), accessed through a link on the Dallas County SBE webpage. The Contractor and all subcontractors will be provided a unique log-in credential and password to access Compliance Reporting System.

Training on the use of the system will be provided by both Dallas County's CRS Support Staff and by the Office for Small Business Enterprise. Additional information and free online training for CRS can be found at <https://dallascounty.diversitycompliance.com>. After the prime receives payment from the County, electronic submittals will require data entry of the amount paid to each subcontractor listed on the Contractor's Good Faith Effort Plan.

**7.6 Contracting.** If awarded the contract, the Contractor agrees to be bound by the policies and guidelines set forth in the County's SBE Policy, which may be incorporated into the contract. If a conflict exists between the SBE section of the solicitation and the County SBE Policy, the language in the solicitation governs.

**MANDATORY  
SBE SOLICITATION ATTACHMENTS**



## SMALL BUSINESS UTILIZATION AFFIDAVIT

It is the policy of Dallas County to encourage the inclusion of qualified Small Business Enterprises (SBEs) to the greatest extent feasible on the County's construction, procurement and professional services contracts. Neither the County, nor its Contractors and their subcontractors shall discriminate on the basis of race, age, color, religion, national origin, or sex in the award and performance of contracts. In consideration of this policy, Dallas County has adopted the Small Business Enterprise Policy for all County contracts.

### **Small Business Enterprise Participation Goals**

The solicitation bidding plan establishes subcontracting goals and requirements for all prospective bidders to ensure reasonable degree of SBE meaningful business utilization and participation in County contracts. It is the goal of Dallas County that a certain percentage of work under each contract be executed by one or more SBEs. For the purposes of participation percentages, Dallas County does not include amounts paid to the prime by the sub-contractor.

The apparent proposer shall agree to meet the established goals or must demonstrate and document a "good faith effort" to include SBEs in subcontracting opportunities. The apparent proposer who fails to adequately document good faith efforts to subcontract or purchase significant material supplies from SBEs may be denied award of the contract by Dallas County based on the contractor's failure to be a "responsive" or "responsible" bidder.

By signing below, I agree to provide Dallas County, Small Business Enterprise Department a completed copy of all required forms. I understand that, for the purpose of SBE subcontracting participation, any amounts paid to the prime from the sub-contractor should not be included in the above listed participation amount. Finally, I understand that if I fail to provide all of the required documents within five (5) business days after notification, my bid may be deemed "non-responsive" and I may be denied award of the contract.

Solicitation Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

\_\_\_\_\_  
Typed or Printed Name of Certifying Official of Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Certifying Official of Company

\_\_\_\_\_  
Title



### Small Business Enterprise Program Utilization Form

Solicitation/Project Name: \_\_\_\_\_ Solicitation #: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Firm Phone # \_\_\_\_\_

Firm Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Compliance Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Is Your Firm Certified: \_\_\_\_\_ Certifying Agency: DFWMSDC \_\_\_\_\_ NCTRCA \_\_\_\_\_ WBC-Southwest \_\_\_\_\_ Other: \_\_\_\_\_

Total Bid Amount: \_\_\_\_\_ Amount self-performed: \_\_\_\_\_ Percentage self-performed: \_\_\_\_\_

#### Utilization Plan

List the firms that will be utilized on the project. Provide copies of correspondence.

<b>SBE certified subcontractors/suppliers</b>									
Firm Name & SBE Certification #	Tier	Person Contacted & Date	Address	Phone & Email Address	Type of Work	NAICS Code	Local or Non-Local	Dollar Amount	% of contract
							<b>Total</b>	<b>\$</b>	<b>%</b>



<b>Non SBE certified subcontractors/suppliers</b>									
Firm Name	Tier	Person Contacted & Date	Address	Phone & Email Address	Type of Work	NAICS Code	Local or Non-Local	Dollar Amount	% of Total Contract
							<b>Total</b>	<b>\$</b>	<b>%</b>

Prime Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Use by SBE Office Only**

SBE Compliance Officer: \_\_\_\_\_ Date: \_\_\_\_\_

SBE Notes:



### Good Faith Efforts Form

The Good Faith Efforts Form must be fully completed if the aspirational goal is **not** met.

1. Did you speak with or receive assistance from a staff member in the Small Business Enterprise

Department? \_\_\_\_\_ (Y/N) Name of staff member \_\_\_\_\_

2. Did you utilize a Dallas County SBE vendor list? If not, please explain?

Vendor List Accessed	Date of Access

3. Did you provide written notice to potential SBE subcontractors, suppliers, and vendors? Written notice should include plans, specifications, subcontractor/supplier opportunities, and deadline for submission to respondent no less than 7 days before bid submission. Please provide copies of all correspondence, including accepted and rejected SBE bids or proposals, i.e. letters, memos, emails and phone calls.

Firm Name & Address	Phone #	Person Contacted & Date	Type of Work	NAICS Code	SBE Certification No.	Response to Solicitation	Bid/Quote Amount	Company Selected (Y or N)

4. If applicable, did you participate in the pre-bid meeting? \_\_\_\_\_



5. Did you identify and select specific work items to be performed and/or procurement to be fulfilled by SBEs? Please subdivide total contract work into smaller portions or quantities to permit maximum active participation by SBEs.

1.	2.	3.
4.	5.	6.

6. Did you advertise in trade publications or with local advocacy organizations? The advertisement must identify and describe subcontracting opportunities in detail, including a contact person and deadlines. Please provide a copy.

Publication Name	Date of Publication

Prime Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Small Business Enterprise**

[Records Building](#) - 500 Elm Street, Suite 0300, Dallas, TX 75202  
Telephone: (214) 653-6021 | E-Mail: [sbe@dallascounty.org](mailto:sbe@dallascounty.org)



DALLAS COUNTY
SUBCONTRACTOR INTENT FORM

To: Dallas County - Small Business Enterprise Department

Date:

Project Name:

Solicitation #:

Subcontractor on the project will provide the following good(s)/service(s):

to Prime Contractor on the project

SBE subcontractor is certified by the following agency: DFW Minority Supplier Development Council NCTRCA Women's Business Council SW

SBE Certification #: (Certification must be kept current/valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.)

For the purposes of SBE subcontracting participation, Dallas County does not include amounts paid to the prime by the sub-contractor.

Total Contract Amount for prime: \$ Estimated Work Start Date:

Sub Participation Amount: \$ % Estimated Work End Date:

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the Dallas County contract. The undersigned understands that, for the purpose of SBE subcontracting participation, any amounts paid to the prime from the sub-contractor should not be included in the above listed participation amount. Before any subcontractor/supplier substitutions are made, the prime contractor must submit an SBE Substitution Request Form to The SBE Department for approval. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future Dallas County contracts. The subcontractor's participation will be entered in B2GNow, Dallas County's compliance system, based upon this intent form.

Officer's Signature (Prime Contractor)

Officer's Signature (Subcontractor)

Printed Name (Prime Contractor)

Printed Name (Subcontractor)

Title (Prime Contractor)

Title (Subcontractor)

Date

Date

Please select or list all Chambers or Advocacy groups you are a member of:

Table with 2 columns: Chamber/Advocacy group, Prime, Sub. Rows include Greater Dallas Asian American Chamber of Commerce, Greater Dallas Black Chamber of Commerce, Greater Dallas Hispanic Chamber of Commerce, U.S. Pan Asian American Chamber of Commerce, Asian Contractors Association, Regional Black Contractors Association, Regional Hispanic Contractors Association.

ITEM
1
1a 1b
2
2a 2b
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**Bid Sheet for 2026-013-7098 Vehicle Towing Services  
Five-year Service Price Agreement**

<b>DESCRIPTION</b>
County-owned light-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up
Additional mileage outside of Dallas County (per loaded mile)
Additional mileage outside of Dallas County (per unloaded mile)
County-owned medium-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up
Additional mileage outside of Dallas County (per loaded mile)
Additional mileage outside of Dallas County (per unloaded mile)
County-owned heavy-duty vehicles towed from a location within Dallas County to a Dallas County storage facility or road services (jump start, car lockout, flat tire change, etc.). Fee shall include up
Additional mileage outside of Dallas County (per loaded mile)
Additional mileage outside of Dallas County (per unloaded mile)
Flat rate tows or pickup of light duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189
Additional mileage to location above (per loaded mile) if applicable
Flat rate tows or pickup of medium duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189
Additional mileage to location above (per loaded mile) if applicable
Flat rate tows or pickup of heavy duty vehicles. Fee based on loaded tow to or from: Pursuit Safety Inc., 4947 State Highway 276, Royce City, TX 75189
Additional mileage to location above (per loaded mile) if applicable
Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for light duty
Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for medium duty
Hourly rate for labor and/or waiting time after first thirty (30) minutes upon arrival for heavy duty
Hourly rate for Recovery Services for light duty vehicles. Charges based on one hour minimum.
Hourly rate for Recovery Services for medium duty vehicles. Charges based on one hour minimum.
Hourly rate for Recovery Services for heavy duty vehicles. Charges based on one hour minimum.
Drive Shaft Removal for rear wheel drive vehicles
Specify cost to pick up keys at County location if keys are not with vehicle
Services for special equipment such as specialized trailers, hydraulic rescue tools, forklift, etc. not generally required for towing, necessary for use at the scene of an accident. Contractor cost + markup based on the estimated dollar amount listed

Unit of Measure	Year-one Estimated Quantity	Year-one Unit Price	Year-one Total	Year-two Estimated Quantity	Year-two Unit Price	Year-two Total
tows	200		\$0.00	200		\$0.00
miles	150		\$0.00	150		\$0.00
miles	150		\$0.00	150		\$0.00
tows	45		\$0.00	45		\$0.00
miles	150		\$0.00	150		\$0.00
miles	150		\$0.00	150		\$0.00
tows	45		\$0.00	45		\$0.00
miles	150		\$0.00	150		\$0.00
miles	150		\$0.00	150		\$0.00
tows	30		\$0.00	30		\$0.00
miles	150		\$0.00	150		\$0.00
tows	10		\$0.00	10		\$0.00
miles	150		\$0.00	150		\$0.00
tows	10		\$0.00	10		\$0.00
miles	150		\$0.00	150		\$0.00
hour	1		\$0.00	1		\$0.00
hours	4		\$0.00	4		\$0.00
hours	2		\$0.00	2		\$0.00
hour	1		\$0.00	1		\$0.00
hour	1		\$0.00	1		\$0.00
hour	1		\$0.00	1		\$0.00
each	6		\$0.00	6		\$0.00
each	1		\$0.00	1		\$0.00
	<b>+/- Discount (must be</b>					
\$ 10,000.00						
		<b>Year 1 Extended Price</b>		<b>Year 2 Extended Price</b>		
		\$0.00		\$0.00		

<b>Year-three Estimated Quantity</b>	<b>Year-three Unit Price</b>	<b>Year-three Total</b>	<b>Year-four Estimated Quantity</b>	<b>Year-four Unit Price</b>	<b>Year-four Total</b>	<b>Year-five Estimated Quantity</b>
200		\$0.00	200		\$0.00	200
150		\$0.00	150		\$0.00	150
150		\$0.00	150		\$0.00	150
45		\$0.00	45		\$0.00	45
150		\$0.00	150		\$0.00	150
150		\$0.00	150		\$0.00	150
45		\$0.00	45		\$0.00	45
150		\$0.00	150		\$0.00	150
150		\$0.00	150		\$0.00	150
30		\$0.00	30		\$0.00	30
150		\$0.00	150		\$0.00	150
10		\$0.00	10		\$0.00	10
150		\$0.00	150		\$0.00	150
10		\$0.00	10		\$0.00	10
150		\$0.00	150		\$0.00	150
1		\$0.00	1		\$0.00	1
4		\$0.00	4		\$0.00	4
2		\$0.00	2		\$0.00	2
1		\$0.00	1		\$0.00	1
1		\$0.00	1		\$0.00	1
1		\$0.00	1		\$0.00	1
6		\$0.00	6		\$0.00	6
1		\$0.00	1		\$0.00	1
<b>Year 3 Extended Price</b>		\$0.00	<b>Year 4 Extended Price</b>		\$0.00	

