



REQUEST FOR PROPOSALS

Placer County Freeway Service Patrol

May 1, 2026

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

2260 Douglas Blvd., Suite 130

Roseville, California 95661

www.pctpa.net

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I. INTRODUCTION

The Placer County Transportation Planning Agency ("PCTPA" or the "Agency") is the Regional Transportation Planning Agency (RTPA) for Placer County, exclusive of the Lake Tahoe Basin, pursuant to California Government Code, Title 7.91, Section 67910. PCTPA is governed by a nine-member Board of Directors comprised of two county supervisors, a city council person from each of the six incorporated jurisdictions in Placer County, and one citizen at-large member.

PCTPA's responsibilities include developing, advertising, awarding, and administering contracts for the Placer County Freeway Service Patrol (FSP) program. PCTPA has entered into agreements with the California Highway Patrol (CHP) and the California Department of Transportation (Caltrans) regarding funding, operations, and administrative services necessary to provide a continuous freeway service patrol on selected freeway segments in Placer County. The Placer County FSP program is a partnership of PCTPA, CHP, and Caltrans, collectively the FSP Partners.

PCTPA is releasing this Request for Proposals (RFP) in cooperation with the FSP Partners to contract for towing services for the Placer County FSP program. This RFP solicits proposals for two separate contracts covering two patrol beats. Contractors may submit proposals for one or both beats.

II. BACKGROUND

Crashes, vehicle breakdowns, debris removal, and other unforeseen events regularly create congestion on California's freeways. According to the California Department of Transportation (Caltrans), such incidents cause more than 50 percent of traffic congestion, resulting in unsafe conditions, vehicle delays, poor air quality, and loss of worker productivity.

The FSP Program is a congestion management program operating in the metropolitan areas of California that facilitates the rapid clearing of crashes and other incidents, thereby improving traffic flow. FSP tow truck operators patrol designated sections of congested freeways primarily during peak traffic periods, stopping to assist motorists, removing debris from the roadway, or towing vehicles from the freeway.

The state's FSP Program is jointly administered by Caltrans, the California Highway Patrol (CHP), and local agencies. FSP tow service is provided by private tow vendors under contract with local agencies. The FSP Program was first piloted in Los Angeles and later expanded into other regions by state legislation in 1991. FSP tow operations are funded by a combination of state, local, and federal resources.

III. PROJECT SUMMARY AND DESCRIPTION

PCTPA is releasing this RFP to continue implementation of the Placer County Freeway Service Patrol program using grant funding secured from federal and state sources. The focus of this program is to help reduce traffic congestion on Interstate 80 (I-80) and State Route 65 (SR 65) during peak commute hours by mitigating incidents and minor accident-related traffic congestion.

This RFP covers the following two patrol beats, each the subject of a separate contract:

- Beat 265 – I-80 from Riverside Avenue (Sacramento County Line) to SR 65, and SR 65 Interchange from I-80 to Twelve Bridges Drive (AM and PM shifts).
- Beat 281 – I-80 from SR 65 to SR 49/Grass Valley Exit (AM and PM shifts).

An FSP service map depicting Beat 265 on State Route 65 and Beat 281 on Interstate 80 is provided as Attachment B.

Contractors may submit proposals for one beat or both beats. Each beat will be evaluated and awarded independently.

The contract term for each award shall be three (3) years, commencing January 1, 2027 and terminating December 31, 2029. PCTPA and the Contractor may execute up to two (2) one-year extensions of the Agreement based on available funding and satisfactory performance. The maximum contract period, including options, shall be January 1, 2027 through December 31, 2031.

EACH CONTRACT IS SUBJECT TO TERMINATION SHOULD STATE FSP, FEDERAL, OR ANY OTHER FUNDS APPROPRIATED FOR PLACER COUNTY FSP SERVICE BE ELIMINATED OR SIGNIFICANTLY REDUCED AT ANY TIME DURING THE CONTRACT TERM.

IV. SCOPE OF WORK/SERVICES

The purpose of the FSP is to decrease congestion and delay by providing for the timely removal of disabled vehicles along the designated patrol beats. Where conditions permit, safe removal of small debris will also be required. Contractor vehicles shall be exclusively dedicated to the FSP service during the hours of operation. All vehicle maintenance activities shall be conducted during non-service hours.

The Contractor's vehicle operators shall assist motorists involved in minor accidents, disabled vehicles, and other incidents as requested. They shall be responsible for clearing their assigned beat of disabled automobiles, small trucks, and small debris. When and where conditions warrant, service may be performed on disabled vehicles on the shoulders of the roadway. When conditions do not warrant on-shoulder service, vehicle operators will remove vehicles from the freeway and bring them to a designated CHP designated drop location off the highway. The vehicle operators shall continuously patrol their assigned beat during designated hours, respond to CHP dispatched calls for service, use designated turnaround locations, and use designated drop locations.

FSP vehicle operators may be required to change flat tires, provide jump starts, provide one gallon of gasoline, and temporarily tape cooling system hoses. Vehicle operators may spend a maximum of ten (10) minutes per disablement in attempting to mobilize a vehicle. If a vehicle cannot be mobilized within the ten-minute time limit, it shall be towed to a designated drop location. The motorist may request the FSP vehicle operator to call the CHP Communications Center to request a CHP rotational tow or other services.

All FSP services will be provided at no cost to the motorist. FSP vehicle operators will not be allowed to accept gratuities, perform secondary towing services, recommend secondary tows, or recommend repair/body shops.

A. Equipment Requirements – General Truck Requirements

Trucks must be exclusively dedicated to the FSP program during its hours of operation. The Contractor shall be required to maintain the number of certified FSP vehicles and drivers per Attachment A.

All FSP tow trucks shall be flatbed carriers meeting the minimum specifications set forth in Attachment C."

Prior to commencement of service, the Contractor must pass the CHP-performed Level 1 inspection of all trucks designated for FSP service. Succeeding Level 1 inspections will occur periodically as determined by CHP. Inspection records will be kept on file at CHP offices and at the Contractor's local office. The Contractor shall also maintain a maintenance record for each FSP vehicle. Any unsafe, poorly maintained, or improperly equipped vehicle shall be removed from service or repaired as directed by CHP.

B. FSP Vehicle Markings and Logos

Markings and logos on all FSP vehicles must conform to the requirements shown in Attachment C, Vehicle Specifications. It is the Contractor's responsibility to ensure that all FSP markings and logos are displayed in accordance with Attachment C during FSP service hours. Said markings must either be removed or covered immediately upon completion of each FSP shift. The method of attachment or cover of FSP required markings and logos must be approved by CHP.

Should requirements for placement or removal of any signage or markings be modified during the term of the contract, Contractor will be given 60 days to adhere to said requirements. PCTPA will reimburse the Contractor for the acquisition of the appropriate number of FSP logos for their vehicles. The Contractor shall keep FSP markings and logos clean and in readable condition throughout the FSP operation.

C. Communication Equipment

All FSP trucks shall be equipped with radios and/or hands-free enabled cellular phones to enable the operator to communicate with their base office. All FSP trucks shall be equipped with an external speaker and public address system configured to allow the driver of a disabled vehicle to hear instructions transmitted from the cab of the FSP truck when the truck is adjacent to the rear of the disabled vehicle.

Operators are required to have an electronic device for data entry and GPS location with the current FSP Tracker application installed. The operator shall be logged in to the application while on shift. Operators may not go in-service without a properly functioning electronic device logged into the required application.

All FSP trucks shall be equipped with radios enabling the operator to communicate with the CHP Communications Center. The Contractor shall acquire, install, and program CHP

communication radios on behalf of PCTPA. PCTPA will reimburse the Contractor for the purchase price of radio(s) installed in FSP trucks. The Contractor shall return CHP communications radios to PCTPA upon completion of the contract. The Contractor shall be responsible for maintaining the security of all vehicle communication equipment and shall be liable for any damage, other than normal wear and tear, as well as the full replacement value of any communication equipment in the Contractor's care, custody, and control.

D. Vehicle Operators

The Contractor must possess the following during the term of the contract:

- A current and valid Motor Carrier Permit issued by the State of California for each vehicle in service
- A current and valid DMV vehicle registration certificate and sticker for each vehicle in service
- A current and valid business license to operate a tow business
- Current vehicle and personal liability insurance coverage
- Current DMV Tow Truck Driver Certificate (DL 64) for each FSP driver
- Current DMV Medical Certificate (MCSA 5875/5876) for each FSP driver

All operators shall be 21 years of age or older with no felony arrests. Potential operators shall be subject to driving record and criminal background checks conducted by CHP upon application for the DL64 certificate. All application fees for said certificate shall be paid by the Contractor. Potential operators shall be sufficiently experienced in tow truck operation and proficient with all required FSP equipment so as to provide safe and proper service.

The Contractor and vehicle operators shall be required to complete a two-day (16-hour) FSP training program provided by CHP. The Contractor shall pay operators for their time spent in the training class. No driver will be allowed to begin patrolling without completing and passing the mandatory training class. Any driver found on patrol without a valid DL64 may be prohibited from further FSP service and the contract may be subject to immediate termination.

Mandatory FSP refresher training shall be scheduled during non-FSP hours. The refresher training shall be two (2) hours per quarter (eight hours per year). The Contractor shall pay FSP operators for attending the training.

As outlined in the SOG, the use of alcohol and/or drugs while on FSP duty is absolutely forbidden. Any FSP vehicle operator found to be under the influence of drugs and/or alcohol will be immediately disqualified from the FSP program. The Contractor shall be responsible for finding a replacement driver for that vehicle.

E. Uniform Requirements

Uniform requirements are outlined in the current Valley Division Freeway Service Patrol Standard Operating Guidelines (Attachment E) and are summarized below. These requirements are subject to change; future versions of the Standard Operating Guidelines shall supersede all previous versions.

- The Operator shall wear an authorized uniform at all times during FSP hours. The uniform shall be a navy blue jumpsuit or navy blue shirt and pants, meeting the specifications in the Standard Operating Guidelines.
- A standard ANSI Class 3 safety vest shall be worn over the uniform at all times during FSP operations.
- An Operator shall not wear the FSP uniform at any time other than while working for the FSP, and shall not wear it while performing a commercial tow job outside the FSP program.
- Operators shall wear black general duty leather steel-toed or ceramic-toed boots.
- Drivers shall start each day with a clean, complete uniform. Uniform violations may result in the Operator being placed out of service.
- The Contractor shall supply each Operator with uniforms. All uniform costs, except for FSP logo patches, shall be borne by the Contractor.

F. Contractor's Office

The Contractor shall provide an office for contract administration purposes within a 60-minute drive time of the assigned beat prior to the AM shift. The office shall be staffed by an authorized representative who has the authority to conduct business and make decisions on behalf of the Contractor. The office shall be open for business Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

The Contractor shall also provide an authorized representative during regular FSP hours to answer any inquiries from PCTPA, CHP, or Caltrans. The Contractor shall furnish radio service, telephone service, email service, or any combination thereof such that all inquiries can be responded to within 15 minutes from receipt. Failure to respond within 15 minutes may result in contract termination. At all other times, the Contractor shall provide service as necessary to log all calls, complaints, or any inquiries relative to FSP activities.

G. Compliance with Standard Operating Guidelines

Contractor shall comply with all provisions of the Valley Division Freeway Service Patrol Standard Operating Guidelines, dated January 2026, or later, which more specifically details the standards for professionalism and conduct, operator duties and responsibilities, policies and procedures for operational situations, safety, tow procedures, radio communications, documentation and reporting, sexual harassment, drug and alcohol policies, criminal conduct while on or off duty, violations and penalties, and certification requirements. The Standard Operating Guidelines are incorporated into the contract by reference and are provided as Attachment E to this RFP.

V. CONTACT PERSON

All questions and correspondence regarding this RFP should be directed to:

Cory Peterson, Senior Transportation Planner

Placer County Transportation Planning Agency

2260 Douglas Blvd., Suite 130

Roseville, California 95661

cpeterson@pctpa.net

VI. PROJECT TIMETABLE

Milestone	Date
Pre-Submittal Office Hours (optional, by appointment)	April 30, 2026
Release of Request for Proposals	May 1, 2026
Deadline for Submission of Questions (4:00 p.m.)	May 15, 2026
Responses to Questions Issued	May 22, 2026
Proposals Due (4:00 p.m.)	May 28, 2026
Evaluation Period	June 2 – June 13, 2026
Interviews, if required	Week of June 16, 2026
PCTPA Board Contract Approval (tentative)	June 24, 2026
Contract Execution	July 2026
FSP Service Commencement	January 1, 2027

Proposals must be received no later than 4:00 p.m. on May 28, 2026. Late proposals will not be considered. PCTPA reserves the right to modify the project timetable.

VII. PROPOSAL CONTENT AND ORGANIZATION

Proposals should be limited to specific discussion of the elements outlined in this RFP. The intent of this RFP is to encourage responses that meet the stated requirements and propose the best methods to accomplish the work. Proposals shall consist of a technical proposal (items 1–7 below) and a separate cost proposal (item 8).

Firms submitting proposals for both beats should submit one technical proposal covering both and a separate cost proposal for each beat.

All proposals shall be submitted electronically to Cory Peterson at cpeterson@pctpa.net no later than 4:00 p.m. on May 28, 2026. The email subject line shall be clearly marked: "**PLACER COUNTY FSP PROPOSAL – [BEAT NUMBER(S)]**." Paper copies of the proposal will neither be necessary or accepted.

1. Transmittal Letter

The transmittal letter shall include the name, title, address, phone number, and original signature of an individual with authority to negotiate on behalf of and contractually bind the firm, and who may be contacted during the period of proposal evaluation. The letter shall: (a) identify which beat(s) the firm is proposing on; (b) confirm the proposal is a firm offer for at least 90 days; (c) acknowledge receipt of any addenda issued; and (d) state the firm's ability to comply with all contract provisions or identify any provisions requiring discussion.

2. Table of Contents

A listing of the major sections in the proposal and the associated page numbers.

3. Introduction

The proposer shall demonstrate an adequate understanding of the role and relationships of PCTPA, CHP, and Caltrans in administering the FSP program, and an awareness of issues specific to the Placer County FSP beats.

4. Technical Approach

The technical approach shall include:

- A brief description of the tow company including the year established, type of organization (partnership, corporation, etc.), any variation in size over the last five years, and a statement of the company's qualifications for performing FSP services;
- A brief description of the company's experience with FSP programs, CHP rotation tow, auto club tow, or other comparable towing services;
- A thorough explanation of the company's proposed course of action to provide towing services for the Placer FSP program, with references to the RFP requirements and the company's plans for meeting those requirements; and
- A description of how the company will ensure continuous, reliable coverage of the assigned beat, including staffing plans and contingency procedures for driver or vehicle unavailability.

5. Project Management

The proposer shall prepare an explanation of the project management system and practices to be used to ensure that the proposed services are delivered on time and that the quality of FSP service will meet PCTPA's requirements. This shall include identification of the day-to-day manager for the FSP program, who must have at least three years of experience in the towing industry and have the authority to make decisions on behalf of the Contractor.

6. Contractor Staff

The proposal shall describe the qualifications and experience of each professional who will participate in the project, including a resume for the project manager and key personnel. An organizational chart showing the manager and all proposed project staff shall be included. For each proposed FSP driver, the proposal shall indicate years of experience, current DL64 status, and relevant FSP or towing certifications.

7. Contractor Qualifications and References

The proposal shall include:

- Documentation that the firm has been in business for at least 36 consecutive months and has a minimum of three (3) years of satisfactory experience with an FSP program, CHP rotation tow, auto club tow, or comparable towing service involving highway or freeway towing;
- At least three (3) client references, including contact name, title, phone number, email address, description of work performed, and dates of service;
- Disclosure of any actual, apparent, or potential conflicts of interest, or a statement that no conflicts exist.

PCTPA reserves the right to contact any public agency, CHP office, FSP program administrator, or other organization beyond those listed as references to conduct its own independent assessment of the proposer's qualifications, performance history, and suitability for the FSP program.

All proposers must submit evidence of financial stability through the following:

- A Dun & Bradstreet report or credit report by a recognized credit reporting service, issued within the past 12 months;
- A recent letter from their bank indicating the length of their relationship, current standing, and average monthly account balance for the last available consecutive 12-month period and the Contractor's access to credit; and
- A recent letter from a bank, dealer, lease company, or other financial institution indicating the firm's pre-approval, credit, or financial ability to purchase or maintain vehicles necessary for FSP operation.

All financial information submitted under this section shall be received as confidential and will not become part of the PCTPA public record.

8. Cost Proposal Form

Attachment D to this RFP includes a Cost Proposal Form in an Excel workbook and shall be filled out for the beat(s) that the contractor wishes to propose on and included as a separate email attachment. It shall include the proposed all-inclusive hourly service rate (HSR) per tow truck for the assigned beat(s). The HSR shall be inclusive of all direct, indirect, capital, and operating costs, profit, and all other costs related to FSP service, including but not limited to: operator wages and benefits, training, uniforms, insurance, equipment, fuel, vehicle maintenance, administrative overhead, and any other costs necessary to fulfill the terms of the contract. A representative of the Proposer authorized to negotiate on behalf of the Proposer shall sign and date the Cost Proposal Form affirming that it is valid for ninety (90) days following the due date of this RFP. Though the completed Excel worksheet electronic file shall be submitted, to fulfill the signature requirement, it is acceptable to print, sign, and scan a copy. Electronic signatures are also acceptable.

In addition to the completed Attachment D Excel worksheet, the cost proposal shall also include a one (1) page breakdown of the Total Hourly Service Rate demonstrating that the proposed rate is viable and sustainable over the term of the contract.

Note: The assumed anchor price of diesel fuel is \$4.00 to \$5.99 per gallon based on fuel price environment at the time of contract award. In the event the previous quarter's average retail price of diesel fuel in California falls below \$4.00 per gallon or rises above \$5.99 per gallon, the rate table calculated in Attachment D Cost Proposal Form shall be used for each applicable fuel cost range. The applicable quarterly rate is determined by the prior quarter's average EIA California diesel price. Rates are also subject to the annual Cost of Living Adjustment specified in Section 3.0(E) and are calculated in Attachment D Cost Proposal Form.

VIII. PROPOSAL EVALUATION AND SELECTION

A proposal review panel composed of members of PCTPA and other agency representatives will evaluate the proposals. Proposers may be contacted for additional information and may be requested to appear for oral interviews. Previous clients will be contacted for references. The panel will make recommendations to the PCTPA Board of Directors.

Evaluation criteria and point values are as follows:

Criterion	Points
Understanding of and familiarity with the Valley Division FSP Standard Operating Guidelines (January 2026) and the requirements of this RFP	20
Familiarity with the project area and the type of issues and problems associated with the beats	20
Ability to meet the project's goals and objectives, including staffing and contingency planning. Evaluation will consider any documented notices of violation, contract terminations, or performance deficiencies with FSP programs, CHP rotation tow operations, or comparable towing contracts.	20
Qualifications, specific experience, and technical competence of the personnel to be assigned to this contract	20
Cost estimate, including hourly fee schedule and demonstrated viability of proposed rate	20
TOTAL	100

IX. GENERAL CONDITIONS

A. Limitations

This RFP does not commit PCTPA to award a contract, to pay any costs incurred in the preparation of a proposal in response to this request, or to procure or contract for services or supplies. PCTPA expressly reserves the right to reject any and all proposals or to waive any irregularity in any proposal or in the RFP procedure, and to be the sole judge of the responsibility of any proposer and of the suitability of the materials and/or services to be rendered. PCTPA reserves the right to withdraw this RFP at any time without prior notice and to modify the RFP schedule.

B. Award

PCTPA plans to ask RFP finalists, if required, to present oral presentations regarding their firms and any special expertise. All finalists may be required to participate in negotiations and submit such price, technical, or other revisions of their proposals as may result from negotiations. PCTPA also reserves the right to award a contract without discussion or interviews based upon the initial proposals. Selection will be based upon demonstrated competence and professional qualifications necessary for satisfactory performance of the required services. Following the initial qualifications-based selection, the price proposal will be the basis for negotiations to ensure PCTPA receives a fair and reasonable price.

C. RFP Addendum

Any changes to the RFP requirements will be made by written addenda issued by PCTPA and shall be considered part of the RFP. Upon issuance, such addenda shall be incorporated in the RFP documents and shall prevail over inconsistent provisions of earlier documentation. Proposers shall acknowledge receipt of all addenda in their proposal transmittal letter.

D. Verbal Agreement or Conversation

No prior, current, or post-award verbal conversations or agreements with any officer, agent, or employee of PCTPA shall affect or modify any terms or obligations of the RFP or any contract resulting from this RFP.

E. Precontractual Expense

Precontractual expenses are defined as expenses incurred by proposers and the selected contractor in preparing proposals, submitting proposals, negotiating with PCTPA, and other expenses incurred prior to the date of award of any agreement. PCTPA shall not be liable for any precontractual expenses incurred by any proposer or selected contractor. Proposers shall not include any such expenses as part of the price proposed in response to this RFP.

F. Signature

The proposal shall provide the name, title, address, and telephone number of the individual with authority to bind the company and who may be contacted during the period of proposal evaluation. The proposal shall be signed by an official authorized to bind the firm and shall contain a statement that the proposal is a firm offer for at least a ninety (90) day period.

G. Term

The term of each contract will be three (3) years, from January 1, 2027 through December 31, 2029, with up to two (2) one-year options subject to available funding and satisfactory performance.

H. Funding Contingency

Each contract is subject to termination at the end of any fiscal year, or at any time, without further liability other than payment for services satisfactorily performed, should State, Federal, or any other funds appropriated for Placer County FSP be eliminated or significantly reduced at any time during the contract term.

I. Insurance

The successful firm shall provide evidence of the following minimum insurance requirements as shown in Attachment F, Sample Contractor Services Agreement.

- Workers' Compensation: Statutory requirements; Employer's Liability \$1,000,000 per accident
- Commercial General Liability: \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury, personal injury, and property damage
- Automobile Liability (owned, non-owned, and hired): \$1,000,000 per accident
- On-Hook Liability: \$100,000 per accident (for vehicles 10,000–20,000 GVWR)
- Umbrella Insurance: \$1,000,000 providing excess limits over Employer's Liability, Automobile Liability, and Commercial General Liability
- Workers' Compensation with Waiver of Subrogation endorsement in favor of PCTPA

PCTPA, CHP, Caltrans, and the State of California shall be named as additional insureds on the general liability and automobile liability policies.

J. Contract Arrangements

The proposer is expected to execute a contract substantially similar to PCTPA's sample Contractor Services Agreement included as Attachment F of this RFP. The proposal's transmittal letter shall state the Contractor's ability to comply with the contract provisions or identify which provisions will require discussion during contract negotiations.

- Title VI of the Civil Rights Act of 1964: The contractor shall comply with all requirements imposed by Title VI of the Civil Rights Act of 1964 (49 USC 2000d) and the regulations of the U.S. Department of Transportation issued thereunder in 49 CFR Part 21.
- Equal Employment Opportunity: The contractor shall not discriminate against any employee or applicant for employment because of race, color, age, creed, sex, national origin, or any other protected characteristic.
- Conflict of Interest: Firms submitting proposals must disclose to PCTPA any actual, apparent, or potential conflicts of interest relative to the services to be provided.

Disadvantaged Business Enterprise (DBE): This Agreement is subject to Title 49, Part 26 of the Code of Federal Regulations. DBE participation is encouraged but is not a condition of award.

X. PROTEST PROCEDURES

A. Purpose and Applicability

The procedures described in this section have been established to ensure uniform, timely, and equitable consideration of all complaints received by PCTPA concerning its procurement activities. These procedures apply to procurements financed in whole or in part by public funds.

B. Definitions

- DAYS: Unless otherwise specified, refers to PCTPA working days.
- FILE OR SUBMIT: Refers to the date of receipt by PCTPA.
- INTERESTED PARTY: All bidders or proposers involved in a PCTPA procurement.
- BID: Refers to and includes offers, proposals, sealed bids, competitive negotiation, and non-competitive negotiation.

C. Basis for Protest

An interested party may file a protest if they have reason to believe that: (a) free and open competition does not exist; (b) the PCTPA solicitation documents contain restrictive specifications; (c) there has been a violation of federal, state, or local law or regulation; (d) there has been a failure to adhere to evaluation criteria set forth in solicitation documents; or (e) evaluation criteria were changed during the evaluation process.

D. Pre-Award Protests

Protests filed prior to contract award shall follow these procedures:

- Protests must be filed no later than five (5) days prior to the date established for receipt of proposals.
- Protests must be submitted in writing to the PCTPA Executive Director and shall include: (a) the name, address, and telephone number of the protester; (b) the PCTPA solicitation number and project description; (c) a statement of the grounds for protest supported by all documentation; and (d) the resolution sought.

- The PCTPA Executive Director shall acknowledge receipt of the protest within five (5) days and notify all known recipients of solicitation documents.
- Procurement activity shall be suspended pending resolution of a protest unless: (a) the goods or services are urgently required; (b) delivery or performance will be unduly delayed; (c) failure to make prompt award will result in termination of a critical PCTPA function; or (d) the Executive Director makes a written finding that the protest is clearly frivolous.
- The PCTPA Executive Director shall review the protest and issue a written determination within ten (10) business days. If the protester is not satisfied with the determination, they may appeal to the PCTPA Board of Directors within ten (10) business days of the Executive Director's written determination. Appeals shall be submitted in writing to the PCTPA Board Clerk. Upon receipt, the appeal and the Executive Director's written determination shall be included in the Board agenda packet for the next regularly scheduled public Board meeting, along with a staff recommendation. The Board shall consider the matter at that meeting, and its decision shall be final and shall become a matter of public record.

E. Post-Award Protests

Protests received after contract award shall be considered only if received within five (5) days following the date of the date the PCTPA Board meeting agenda is publicly posted containing the staff recommendation for contract award. Post-award protests shall be processed in the same manner as pre-award protests; however, the award shall remain valid and procurement activities shall continue unless the Executive Director determines in writing that suspension is necessary pending protest resolution.

XI. PAYMENT SCHEDULE

Fees shall be billed on a monthly basis. All invoices shall be submitted to PCTPA and supported by documentation from CHP dispatch, completed timesheets, or other proof as may be reasonably required by PCTPA. Payment of the approved portion of any invoice shall be made to the Contractor by PCTPA within thirty (30) calendar days following receipt. All invoices shall be submitted to:

Cory Peterson, Senior Transportation Planner

Placer County Transportation Planning Agency

2260 Douglas Blvd., Suite 130

Roseville, California 95661

cpeterson@pctpa.net

ATTACHMENT A: Placer County FSP Scope of Services

BEAT DESCRIPTIONS

The Placer County FSP program operates on selected freeway segments referred to as "beats." Each beat has specified turnaround locations and designated drop locations identified by the CHP. Effective January 1, 2027, the Placer County FSP program will operate the following two beats:

Beat	Freeway	Segment	Mon– Fri AM Shift	Mon– Fri PM Shift	Approx. Days/ Year	One- Way Length	Tow Trucks (Primary/ Backup)	Drivers (Primary / Backup)
265	SR 65 & I-80	Riverside Ave (I-80: Sacramento County Line) to Twelve Bridges Drive	0700– 1000	1400– 1830	~250*	~11.7 miles	1/1	1/1
281	I-80	SR-65 Interchange to SR 49/Grass Valley Exit	0700– 1000	1400– 1830	~250*	~13.4 miles	1/1	1/1

*Number of days will vary based on contract year as no major holidays will have FSP service should they fall on a weekday. The following holidays are observed and are subject to change:

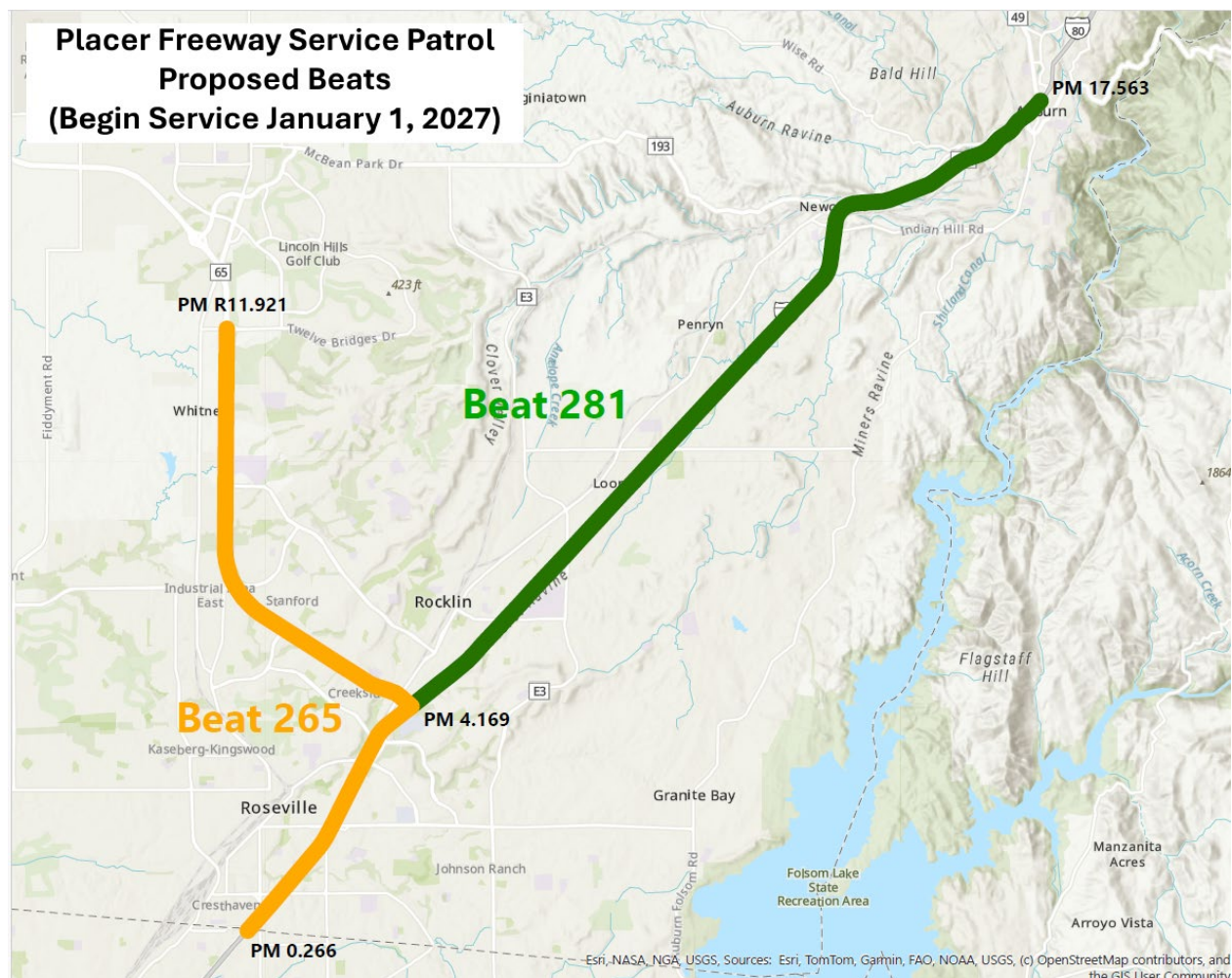
- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day and the Day After Thanksgiving
- Holiday Break (Christmas Eve through New Year's Day)

Note: Beat boundaries are subject to modification during the contract term through written change order to better accommodate demand or changing conditions. The scope and schedule, beat length, and hours of service may also be adjusted during the contract term.

ATTACHMENT B

FSP SERVICE MAP

The service map shall depict Beat 265 on State Route 65 and I-80 (shown in orange) and Beat 281 on Interstate 80 within Placer County (shown in green), showing the beat termini and key landmarks referenced in Attachment A.



ATTACHMENT C

TOW TRUCK VEHICLE SPECIFICATIONS

All FSP tow trucks shall be flatbed carriers meeting the following specifications:

- Minimum GVWR of 25,500 lbs.
- Body painted white in color
- Model year 2010 or newer
- Carrier bed of steel or aluminum, minimum 21 ft. length
- Rear axle minimum rating of 15,000 lbs.
- Front axle must carry at least 50% of its normal or unladen weight after the load is lifted
- Winch rated at minimum of 8,000 lbs. on first layer of cable
- Winch cable – 50 ft., 3/8" diameter, 6x19 IPS cable or OEM specification, working limit of 3,500 lbs.
- Bed and winch controls on both sides of vehicle
- Minimum eight (8) tie-down locations
- Wheel lift with minimum rating of 2,500 lbs.
- Safety chains with positive locking device, 5 ft. minimum length, 5/16" alloy or OEM specification

Vehicle Markings:

- Vehicles must be painted white and shall bear the Freeway Service Patrol Logo on both front doors against a plain white background (minimum 15 inches in diameter), or at another CHP-approved location
- Beat Identification Numbers must be displayed at a location approved by the CHP
- The maximum size for all letters and numbers below the roof is 4 inches in height
- Any proposed trim must be blue in color and limited to one stripe, minimum 4 inches in width
- Exact placement and size of proposed trim must be approved in writing by PCTPA or CHP
- FSP markings must be removed or covered immediately upon completion of each FSP shift

ATTACHMENT D

COST PROPOSAL FORM

Attachment D is in an Excel worksheet format and is available to download from PCTPA's website at [this link](#). Proposers shall complete this form and include an Hourly Service Rate for each beat(s) the Proposer wishes to propose on. The Proposer shall also include a one (1) page breakdown of the Hourly Service Rate demonstrating that the proposed rate is viable and sustainable over the term of the contract. A representative of the Proposer authorized to negotiate on behalf of the Proposer shall sign and date the cost proposal affirming that it is valid for ninety (90) days following the due date of this RFP. The Cost Proposal Form and breakdown of Hourly Service Rate shall be submitted as a separate email attachment from the Technical Proposal.

ATTACHMENT E
VALLEY DIVISION FSP SOG

Attachment E is available to download from PCTPA's website at [this link](#).

ATTACHMENT F
SAMPLE AGREEMENT

Attachment F is available to download from PCTPA's website at [this link](#).