

Form Q COVER LETTER FOR Step 2

TO: Stefanie Pow
MTC SAFE
101 – 8th Street, Oakland, CA 94607-4700

DATE: _____

FR: BIDDER: _____ BEAT (S): _____

In response to the Request for Qualifications Bid Invitation (RFQBI) for the Freeway Service Patrol (FSP), we the undersigned hereby declare that we have carefully read and examined the RFQBI documents and hereby propose to perform and complete the Work as required in the RFQBI and as indicated in these Proposal Documents.

The undersigned agrees to supply the proposed services at the price indicated in its price proposal if its proposal is accepted within 180 days from the date specified in the RFQBI for receipt of proposals. Further, the undersigned agrees to initiate such services within 90 days of notification of award.

By signing below, you are certifying that all information submitted to MTC SAFE in this RFQBI is accurate.

If awarded a Contract, the undersigned agrees to execute a Contract substantially similar in form to the Contract included in this RFQBI, Appendix D, and to deliver to MTC SAFE prior to execution of the Contract the necessary original Certificates of Insurance and endorsements, as required therein.

The undersigned hereby certifies that it will not unlawfully discriminate against any employee or applicant for employment or any motorist intended to be a beneficiary of the FSP service with regard to race, color, religion, sex, national origin, physical or mental disability, marital status, sexual orientation or age.

The undersigned acknowledges receipt, understanding and full consideration of all Addenda to the RFQBI:
_____ (initial)

Bidder represents that the following person is authorized to negotiate on its behalf with the MTC SAFE in connection with this RFQBI:

Name Title Phone

Bidder Company Name Mailing Address/P.O. Box

Signature of Authorizing Official City, State, Zip Code Title

Bidder Name Telephone Fax Number

Business License Number Business License Classification

Tax ID Bidder is a: Sole Proprietorship Corporation Partnership
If corporation, state of incorporation:

Form R Price Proposal

The undersigned's price per hour per truck represents full compensation for all costs relating to providing all services in accordance with *Appendix A, Scope of Work*. Listed below are items that Bidder should consider when completing the Price Proposal. Items listed are meant to be a reference only and may not be the only items that are incurred while providing FSP service. The hourly rates are fixed over the duration of the contract and are only adjusted for changes in fuel prices according to Section II.C.2.

Labor	Vehicle/Equipment	Administration
- Management costs	- FSP fleet	- Office equipment
- FSP Driver wages	- Finance charges	- Internet access
- Driver trainings/meetings	- Insurance/Registration	- Postage fees
- Fringe benefits	- Warranty/Maintenance	- Employer taxes
- Travel time	- Fuel (vehicle & motorist)	

If bidding on more than one Beat, Bidders shall submit a separate price proposal for each bid.

BEAT # 14

HOURLY RATE* (at assumed fuel price of \$3.50) \$

*The hourly rate shall be used to determine the lowest responsive and responsible bidder

Price is firm fixed sums including all labor and materials required to fulfill the requirement as laid forth in Appendix A and all applicable surcharges such as taxes, insurance, and fringe benefits, as well as indirect costs, overhead, and profit allowance.

(Signature of Authorized Official)

(Type/Write Name of Authorized Official)

(Type or Write Name of Company)

Form S VEHICLE INFORMATION

PLEASE PROPOSE EACH BEAT SEPARATELY.

Beat: _____ Total No. of Trucks: ____

Provide vehicle information on all trucks that the specific beat requires. If a backup truck is required, indicate which vehicle will be the backup truck and provide the same vehicle information. Attach extra copies of this form, if necessary.

**Vehicle Information
(**VEHICLE QUOTES MUST BE ATTACHED**)**

	Truck 1	Truck 2
Manufacturer		
Model		
Year		
Current Mileage		
License Plate No.		
Vehicle Identification No.		
	Truck 3	Truck 4
Manufacturer		
Model		
Year		
Current Mileage		
License Plate No.		
Vehicle Identification No.		

If you do not currently own all trucks needed for beat service, include an explanation below of how you plan to acquire them. If the Contractor so indicates his/her intention to purchase a new vehicle(s), contractor is obligated to use the new vehicle(s) on the specific beat noted on the top of this page.

Truck Acquisition Explanation:
