

Ploughe's Wrecker Service
2198 E US Highway 136
Pittsboro, IN 46167
Ph: 317-892-7333
Fx: 317-892-7334
plougheswrecker@gmail.com

January 27, 2025

Danville Police Department
Attention Chief Jim Hilton
49 N Wayne St
Danville, IN 46122

Request for Proposal: Vehicle Towing and Storage Services

Thank you for your consideration and allowing Ploughe's Wrecker Service, Inc to apply to your towing rotation. We are excited for the opportunity to assist you with your towing and storage needs. As you may know we are currently on several additional towing rotations, and I would be happy to provide you with references at any time if requested. We do not believe there will be any issue with meeting your 20-minute ETAs noted in your contract, with the exception of inclement weather or high traffic events out of our control and will have no problem providing you with the services you have requested. Our insurance has \$2,000,000.00 coverage. We invite you to come check out our facilities and trucks at your convenience. If accepted, I will have a few questions regarding your vehicle release process so that we may provide the best service for our guests

Attached you will find our COI with you listed as a certificate holder and a list of our current fees. Feel free to contact us with any questions.

Our Office Hours

Monday – Friday 9:00am to 5:00pm, Saturday 10:00am to 2:00pm, Sunday - Closed

Payment Options – We Accept:

Cash

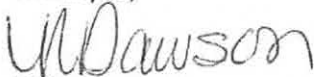
Credit/Debit Card (Visa, Master Card, Discover, American Express) with a 3% transaction fee

Certified Check or Money Order

EFS or Comchek

We do not accept personal checks or unknown company checks

Thank you,



Nicki Dawson

VP

Ploughe's Wrecker Service, Inc
 2198 E US Highway 136
 Pittsboro, IN 46167
 317-892-7333

Danville Police Department

Price Sheet

2025

Light Duty

Impounds	125.00			185.00
Accidents	150.00/wrecker			225.00
Labor	150.00/hour			same
Tarp	25.00 each			same
Crash Wrap	25.00 – 40.00/ per window			same
Skates/Snatch Block	25.00 each			same
Clean Up	125.00/hour			same
Oil Dry	35.00/bag – Spill Tackle 50.00/bag			same
Storage	30.00/day outside – 50.00/day inside			same
Winch Out	125.00/hr			185.00/hr
Towing	85.00 hook 4.00/mile			150.00 hook 5.00/mile
Bob Cat	250.00/hr			same
Rollback to	250.00/hr			same
Haul bobcat				

Medium Duty

Heavy Duty

Impounds	550.00 per hour
Towing	550.00 per hour
Storage	75.00/day each piece
Pull Driveline	50.00
Supply Air	50.00
Cage Brakes	35.00/each
Lights	50.00
Light Tower	150.00/hr
Semi Trailer 53'	200.00/day plus 75.00/day storage
Refer Trailer	400.00/day plus 75.00/day storage
Rotator	950.00/hr – 2hr minimum
Heavy Recovery Wrecker	550.00/hr – 2 hr minimum
Industrial Carrier	250.00/hr
Landoll Trailer	350.00/hr
Tractor Only Tow	250.00/hr



ADDITIONAL REMARKS SCHEDULE

AGENCY Kapnick Insurance Group		NAMED INSURED Ploughes Wrecker Service, Inc. 2198 E. US Hwy 136 Pittsboro IN 46167	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Coll Deduct: \$1,000

AUTOMATIC STATUS POLICY FORMS (WHEN REQUIRED BY WRITTEN CONTRACT OR WRITTEN AGREEMENT WITH NAMED INSURED, PER POLICY TERMS & CONDITIONS)

GENERAL LIABILITY

- Additional Insureds
- 8-1889 (07/14) - General Liability Plus Endorsement
- Additional Insured - Owners, Lessees, or Contractors - Automatic Status
- Additional Insured - Managers or Lessors of Premises - Automatic Status
- Additional Insured - Lessor of Leased Equipment - Automatic Status
- Additional Insured - Vendors - Automatic Status

- Primary and Non Contributory - Per Form 8-1889 (07/14)
- Waiver of Subrogation - Per Form 8-1889 (07/14)

AUTO LIABILITY

- Additional Insureds
- 3-2546 (03/15) - BAP Plus Coverage Endorsement - Additional Insured - Automatic Status
- Waiver of Subrogation - Per Form 3-2546 (03/15)

D&D Towing

Danville Police Department
Attention: Chief Jim Hilton
49 N Wayne Street
Danville, IN 46122
Request for Proposal: Vehicle Towing and Storage Services

Proposals shall be submitted by **February 7th, 2025, by 3:30pm.**

Responsive proposals may be hand delivered to the above address by the date and time specified. It is the responsibility of the contractor to deliver the proposal in accordance with the instructions contained herein. Proposals dispatched but not received by the Town by the proposal time shall be returned, unopened, to the contractor.

7. **Confidentiality of Documents.** Proposals shall be opened so as to avoid disclosure of contents to competing contractors and kept confidential during the process of award. However, all submitted proposals shall be available for public inspection after the proposals are awarded. Trade secrets and confidential information as specified by the contractor that are contained in the proposals shall not be open for public inspection to the extent permissible by law.
8. **Contact with Town Employees.** To ensure fair and objective evaluation, all questions related to this RFP should be addressed only to the person(s) named in this RFP. Contact with any other Town employee regarding this RFP is expressly prohibited without prior consent of the person(s) named herein. Proposals submitted by contractors who directly contact other Town employees in violation of this stipulation will be eliminated from consideration.

Questions should be submitted to Jim Hilton, at jhilton@danvillein.gov

SCOPE OF SERVICES

The contractor shall provide all towing, recovery, and related services for vehicles and equipment impounded by the DPD for all requests made by an authorized representative of the DPD if the contractor is summoned by the Hendricks County Communications Center (HCCC), a police officer, or a community support officer.

1. Towing consists of, but is not limited to, all labor that results from hooking up, hoisting, winching, and towing away a parked vehicle. This includes but is not limited to such services as: gaining entry to a vehicle, straightening the front wheel, securing the steering wheel, releasing the brake, and/or disengaging the transmission.
2. Such services include tow trucks, tractors, trailers, equipment, qualified drivers, and all fuel, maintenance, repairs, permits, and any other items of expense or equipment necessary to provide towing/recovery services and cleanup of debris as needed at each scene.
3. If the vehicle cannot be towed in normal fashion, towing includes all labor necessary to "float" the vehicle.

4. When summoned by the HCCC or DPD to the scene, the contractor shall remove and tow the vehicle to the contractor's authorized storage lot or facility, or at the request of the DPD to any Town-owned facility designated by the DPD member at the scene.
5. The contractor shall acknowledge that at the scene of an accident, if the investigating officer determines a traffic hazard exists, the owner or operator of the vehicle may select a tow company of his or her own choice to remove the vehicle, as long as the personal choice tow company can arrive on scene within twenty (15) minutes after being summoned. If the investigating officer determines that no traffic hazard exists, the owner or operator of the vehicle may select a tow company at his or her own expense without the response time requirement.
6. The contractor shall not proceed to, or arrive at, the scene of a motor vehicle crash for the purpose of attempting to secure a tow without first being summoned to that location by HCCC or a member of the DPD.
7. When summoned to the scene of a motor vehicle crash for the purpose of towing a vehicle, the contractor shall clean, sweep up, and collect all debris from the street and surrounding public property resulting from the crash, including but not limited to auto body parts, debris, or discharged fluids from the involved vehicles.
8. The contractor shall be able to provide services as described in this RFP on a twenty-four (24) hour, seven (7) days per week basis and should be able to provide services on any scene inside the Town within twenty (15) minutes after notification with a properly registered recovery vehicle capable of providing the required services.
9. The contractor shall provide emergency road services for vehicles owned by the Town upon request and be willing to transport those vehicles to a repair facility of the Town's choosing. The contractor shall submit a monthly invoice to the Town for all services provided to Town-owned vehicles.
10. The contractor agrees to permit the cancellation of service calls at no expense to the Town or vehicle owner.
11. The contractor agrees to verify proof of proper release authorization and documentation prior to the release of vehicles impounded by the DPD.
12. No person shall be permitted to access an impounded vehicle to remove items without prior documented authorization from the DPD.
13. Under no circumstances shall the Town of Danville or the Danville Police Department be charged or incur any storage fees for stolen and recovered property or stolen and recovered vehicles. The contractor shall not seek remuneration from the Town, the DPD, or the lawful owner for storage fees related to such property or vehicles.

FLEET, FACILITIES, AND PRACTICES

1. The contractor must be able to store up to 20 vehicles outdoors in a secure fashion with a minimum of a six-foot-tall perimeter fence and a gate that is locked outside of normal business hours around the storage area. The secured storage location must be within Hendricks County, the Town of Danville, or within a five (15) mile distance from the DPD headquarters building 49 N Wayne Street, Danville, IN 46122.

2. The contractor's storage lots and offices that are accessible to the public must be compliant with Title III of the Americans with Disabilities Act of 1990 (ADA). Failure to comply with the ADA will be the cause of termination of the agreement.
3. The contractor agrees to provide a minimum of three (3) tow/recovery vehicles with a minimum towing capacity of 26,000 pounds gross vehicle weight from 7:00 am to 7:00 pm, and a minimum of two (2) such vehicles from 7:00 pm to 7:00 am. At least one of those vehicles will be a flatbed tow truck or possess equipment necessary to "float" or tow an incapacitated vehicle.
4. The contractor must also have one fifty (50) ton or larger rotator heavy wrecker or have access to such a vehicle through an agreement with another provider.
5. The contractor shall ensure all recovery vehicles are registered as recovery vehicles in the State of Indiana in accordance with applicable law, with at least the minimum markings as required by State and Federal transportation laws.
6. The contractor shall employ sufficiently licensed, qualified, and competent personnel to perform towing services as stipulated in this RFP. All drivers must possess valid driver's licenses required to operate recovery vehicles.
7. The contractor is required to perform criminal background checks on all employees and may not permit a driver convicted of a felony crime, or vehicle theft to operate a tow vehicle.
8. No contractor personnel shall be under the influence of any intoxicant or prescription medication that impairs the mental or physical capacity of the person while on-duty or towing a vehicle.
9. All contractor personnel shall abide by all traffic laws and regulations while responding to, on scene of, and upon leaving the scene of a summoned tow. Personnel shall make reasonable efforts to provide courteous and cooperative service while engaged with members of the public.
10. The contractor agrees that it will not discriminate based on race, color, religion, creed, political ideology, sex, sexual orientation, gender, age, marital status, physical or mental disability, national origin, or other class protected by state or federal law.

INSURANCE

The contractor shall maintain sufficient insurance coverage for the duration of the agreement. Failure to do so will result in termination of the agreement.

1. **Certificate of Insurance (COI):** The contractor will provide a COI to the Town, indicating coverage and co-naming the Town as an additional insured party. The COI shall also provide for 90 days' advance written notice of cancellation of any coverage obtained under these terms.
2. **Comprehensive General Liability Insurance:** Minimum coverage of \$1,000,000 per occurrence and a minimum \$5,000,000 policy limit.
3. **Automobile Liability Insurance:** Not less than \$1,000,000 extending to cover contractor fleet vehicles and property damage liability.

4. **Umbrella or Excess Liability Insurance:** Minimum of \$1,000,000 per occurrence and an amount not less than an aggregate of \$5,000,000.
 5. **Worker's Compensation Insurance:** In an amount not less than statutory requirements.
-

INDEMNIFICATION

The contractor shall hold harmless and indemnify the Town of Danville, its officers, representatives, elected and appointed officials, and employees from and against all lawsuits, damages, losses, claims, including attorney's fees, costs, and expenses related to the work performed under this RFP. At all times, the contractor is an independent contractor and in no way will he/she be construed as an employee of the Town of Danville or the Danville Police Department.

LEGAL

The contractor shall comply with all Federal and State laws, and ordinances of Hendricks County and the Town of Danville that pertain to the operation of towing and recovery services and equipment under this proposal. Duties performed must comply with the Occupational Safety and Health Act (OSHA), which guarantees workers the right to a safe and healthy workplace. OSHA stipulates that the employer must furnish to each employee a place of employment that is free from recognized hazards that are causing, or likely to cause, death or serious physical harm. The Town reserves the right to reject any bid, cancel any contract, and pursue appropriate legal action if a contractor is found in violation of laws or ordinances.

GENERAL PROPOSAL INSTRUCTIONS

1. Proposals may be modified or withdrawn by an authorized representative of the contractor by formal written notice prior to the date and time specified for the opening of proposals. Submitted proposals become the property of the Town after the proposal submission deadline.
2. No oral statement of any person shall modify or otherwise change or affect the terms, conditions, or specifications stated in the agreement.
3. The Town will not pay any costs incurred by any contractor in the preparation or printing of proposals, or in the award process. All costs shall be borne by the proposed contractor except for costs associated with inspections or visits to the contractor's sites conducted by Town employees.
4. The Town reserves the right to request additional technical information and negotiate all elements that comprise the contractor's proposal to ensure the best possible consideration is afforded to all concerned. The Town reserves the right to accept all or part of any proposal, to reject any or all proposals, and to resolicit for proposals.

**ADDITIONAL INFORMATION – CHARGES, HOURS OF OPERATION,
AND PAYMENT OPTIONS**

A. Charges and/or Price List for Towing Services to the Public

- Standard Tow (light-duty vehicle): \$ ___
- Flatbed Tow (light-duty vehicle): \$ ___
- Heavy-Duty Tow (if applicable): \$ ___
- Mileage (if applicable): \$ ___ per mile
- Winching or Recovery (light-duty): \$ ___
- Daily Storage Fee: \$ ___ per day
- Administrative/Release Fee (if applicable): \$ ___
- Other (please specify): \$ ___

SEE ATTACHED RATESHEET

(Contractor may provide a more detailed or itemized price sheet as an attachment.)

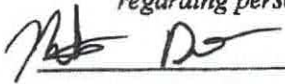
B. Hours of Operation for Vehicle/Property Retrieval

- Regular Business Hours: 8 a.m. to 6 p.m., Monday through Friday.
- After-Hours Retrieval: By appointment only, arranged through the contractor's 24/7 contact line.

C. Payment Options

Citizens retrieving their vehicles or personal property may pay for towing and storage services by the following methods:

- Cash
- Credit Card (Visa, MasterCard, Discover, etc.)
- Debit Card
- Certified Check or Money Order
- (The contractor may indicate any additional accepted payment methods or policies regarding personal checks.)



End of Request for Proposal

Nik Davis

D & D Auto and Towing
Office - 317-539 4196
ddautotowing@gmail.com

D & D Auto and Towing LLC
22 Tennessee Street
Clayton, Indiana 46118

ND

2025 Emergency Service Rates
D&D Auto and Towing

Our Emergency Service Rates are:

Light Duty Towing Class 1-2

1. \$150 Per Truck Call Call Out/Hook and \$5 Per Loaded Mile
2. \$150 an Hour for Recovery work Min 1 Hr. Example Rollover or Recovery From Off The Road Or Ditch
3. \$45 Per Day Outdoor Storage
4. \$75 Per Day Indoor Storage
5. \$100 Clean Up Min Includes use of 1 bag of oil dry if needed
6. \$100 Admin Fee
7. \$90 Per Hour Min 1 Hr Per Extra Laborer

Medium Duty Towing Class 3-6

1. \$200 Per Truck Call Out/Hook On and \$8 Per Loaded Mile
2. \$250 an Hour For Recovery Work Min 1 Hr. Example Rollover or Recovery From Off The Road Or Ditch
3. \$65 Per Day Outdoor Storage
4. \$75 Per Day Indoor Storage
5. \$100 Admin Fee
6. \$100 Clean Up Min Includes use of 1 bag of oil dry if needed
7. \$90 Per Hour Min 1 Hr Per Extra Laborer

Heavy Duty Class 7-8 Vehicles (Not Rotator Pricing. We have an agreement with a local company for rotator service as needed and they have a 75 ton rotator)

8. \$350 Per Hour with a 2Hr Min Call Out Port to Port
9. \$100 Per Day Outdoor Storage Tractor And Trailer Combo
10. \$75 Per Day Tractor or Trailer Separate unit
11. \$100 Admin Fee
12. \$100 Clean Up Min Includes use of 1 bag of oil dry if needed
13. \$90 Per Hour Min 1 Hr Per Extra Laborer

Additional Fees (If Needed)

1. Crash Wrap \$35 per Side Window, \$70 Per Front, Rear Or Sun/Moon Roof
2. \$25 Per Bag Of Oil Dry (includes disposal of used oil dry)
3. Set/Load Out Fee \$45 Per Unit (If we need to set or load a vehicle or cargo onto owners trailer or truck)
4. Fork Truck \$250 an Hour Min 2 Hour Call out
5. After Hours Retrieval is \$125 Additional charge to total bill unless the vehicle owner needs medical supplies then we retain the right to waive the after hours fee.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/23/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Walker/Hughes Insurance 489 S. State Road 135 Suite C Greenwood IN 46142	CONTACT NAME: Nancy Stafford PHONE (A/C, No, Ext): (317) 786-9236 FAX (A/C, No): (317) 788-4896 E-MAIL ADDRESS: n.stafford@walkerhughes.com																					
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Donegal Mutual Insurance Company</td> <td>13692</td> </tr> <tr> <td>INSURER B:</td> <td>LM Insurance Corporation</td> <td>33600</td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Donegal Mutual Insurance Company	13692	INSURER B:	LM Insurance Corporation	33600	INSURER C:			INSURER D:			INSURER E:			INSURER F:	
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INSURED D&D Auto & Towing LLC 22 Tennessee St Clayton IN 46118-9331																						

COVERAGES **CERTIFICATE NUMBER:** 24-25 updated incr UMB **REVISION NUMBER:**

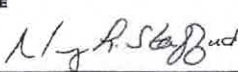
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1000255247	11/26/2024	11/26/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1000255232	11/26/2024	11/26/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			1000255251	11/26/2024	11/26/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC5-39S-731522-014	11/26/2024	11/26/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

On Hook & Garage Keepers Legal \$250,000

General Liability Umbrella coverage shown above provides for additional insured when agreed by contract or agreement. General Liability includes blanket waiver of subrogation.

CERTIFICATE HOLDER Town of Danville 49 Wayne St Danville IN 46112	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ND

D&D Auto and Towing Fleet information (RFP)

From Nikolas Davis <ddautotowing@gmail.com>

Date Wed 2/5/2025 9:20 AM

To James W. Hilton <jhilton@danvilleindiana.org>

Caution: This is an external email. Please take care when clicking links or opening attachments. If in doubt, please contact the helpdesk.

Our Fleet Currently consists of 2 flat beds, one 12 ton wrecker capable of hauling small vehicles and up to 26 ft box trucks We also have one Heavy Wrecker capable of hauling semis or equivalent type vehicles. We have 2 secure Impound lots, one small that will hold 15-20 cars (22 Tennessee Street, Clayton Our main Office) and directly across the street we own a larger lot as well, it is over an acre (4930 Iowa Street, Clayton), both are with 6 ft tall metal fencing with locked gates. Both lots do have security cameras on them. We also have capabilities for secure indoor storage. Feel free to stop by and we can show you around.

--

Nikolas Davis
D&D Auto And Towing LLC.
ddautotowing@gmail.com
Office: 317-539-4196
Fax: 317-539-4542


THIS MESSAGE IS INTENDED FOR THE USE OF THE PERSON OR ENTITY TO WHICH IT IS ADDRESSED, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND LEGALLY RESTRICTED. THE DISCLOSURE OF WHICH IS GOVERNED BY APPLICABLE LAW. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, OR THE EMPLOYEE OR AGENT RESPONSIBLE TO DELIVER IT TO THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY AND DESTROY IT.

York's

REQUEST FOR PROPOSAL VEHICLE TOWING AND STORAGE SERVICES

INTRODUCTION

1. The Town of Danville (Town) is issuing this Request for Proposal (RFP) for the purpose of soliciting proposals to be an authorized tow service for the Town of Danville and the Danville Police Department (DPD). The DPD must routinely arrange for the removal of disabled, abandoned, or otherwise impounded vehicles and the safe storage of these vehicles until they are claimed by their owners. Authorized tow services will provide on-call towing and storage of impounded private vehicles or towing, and cleanup of debris left by vehicles involved in motor vehicle crashes in our jurisdiction. The Town intends to authorize one or more providers for these services and seeks the most efficient and cost-effective solution based on the criteria contained in this RFP. The Town does not guarantee or imply that a specific number of vehicle tows will occur or provide a minimum expectation of the number of vehicles that will be towed by any contractor.
2. The specifications herein have been established to provide the Town with prompt, efficient, and courteous towing and storage services at reasonable and uniform costs. The Town shall have the right to thoroughly inspect and investigate the establishment, facilities, business reputation, availability and quality of equipment, and other general qualifications of any contractor, and to reject any if it is determined that the tow service lacks any required qualifications. During the period a contractor is an authorized contractor, the Town reserves the right to inspect, during normal business hours, the contractor's facilities and records related to the towing of vehicles for the Town.
3. If more than one tow service enters into an agreement with the Town to be a towing service provider, each contractor will rotate the on-call service in a manner established by DPD. The rotation schedule will be prepared and maintained by DPD and will endeavor to distribute the on-call rotation in a fair and consistent manner. Rotation schedules will be prepared and provided to contractors at a reasonable time after the time of the award.
4. Any reference to model and/or make/make/manufacture used in this RFP is intended to be descriptive, not restrictive. It is used to indicate the type and quality desired; proposals on items of like quality shall be considered.
5. Proposals to be an authorized towing contractor for the Town will be valid for not less than sixty (60) days after the date received. The Town will select the proposal or combination of proposals that, in its opinion, is/are in the best interests of the Town. The Town reserves the right, at the sole discretion of the Town, to reject all proposals and to waive technicalities, but also retains the right of evaluation and determination of which proposals are deemed to be in the best interests of the Town's residents and the operational requirements of DPD.
6. The original copy of the proposal, signed by an authorized representative of the company, clearly marked "VEHICLE TOWING AND STORAGE SERVICES", is to be submitted and addressed as follows:

Danville Police Department
Attention: Chief Jim Hilton
49 N Wayne Street
Danville, IN 46122
Request for Proposal: Vehicle Towing and Storage Services

Proposals shall be submitted by **February 7th, 2025, by 3:30pm.**

Responsive proposals may be hand delivered to the above address by the date and time specified. It is the responsibility of the contractor to deliver the proposal in accordance with the instructions contained herein. Proposals dispatched but not received by the Town by the proposal time shall be returned, unopened, to the contractor.

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Questions should be submitted to Jim Hilton, at jhilton@danvillein.gov

SCOPE OF SERVICES

The contractor shall provide all towing, recovery, and related services for vehicles and equipment impounded by the DPD for all requests made by an authorized representative of the DPD if the contractor is summoned by the Hendricks County Communications Center (HCCC), a police officer, or a community support officer.

1. Towing consists of, but is not limited to, all labor that results from hooking up, hoisting, winching, and towing away a parked vehicle. This includes but is not limited to such services as: gaining entry to a vehicle, straightening the front wheel, securing the steering wheel, releasing the brake, and/or disengaging the transmission.
2. Such services include tow trucks, tractors, trailers, equipment, qualified drivers, and all fuel, maintenance, repairs, permits, and any other items of expense or equipment necessary to provide towing/recovery services and cleanup of debris as needed at each scene.
3. If the vehicle cannot be towed in normal fashion, towing includes all labor necessary to "float" the vehicle.

4. When summoned by the HCCC or DPD to the scene, the contractor shall remove and tow the vehicle to the contractor's authorized storage lot or facility, or at the request of the DPD to any Town-owned facility designated by the DPD member at the scene.
5. The contractor shall acknowledge that at the scene of an accident, if the investigating officer determines a traffic hazard exists, the owner or operator of the vehicle may select a tow company of his or her own choice to remove the vehicle, as long as the personal choice tow company can arrive on scene within twenty (15) minutes after being summoned. If the investigating officer determines that no traffic hazard exists, the owner or operator of the vehicle may select a tow company at his or her own expense without the response time requirement.
6. The contractor shall not proceed to, or arrive at, the scene of a motor vehicle crash for the purpose of attempting to secure a tow without first being summoned to that location by HCCC or a member of the DPD.
7. When summoned to the scene of a motor vehicle crash for the purpose of towing a vehicle, the contractor shall clean, sweep up, and collect all debris from the street and surrounding public property resulting from the crash, including but not limited to auto body parts, debris, or discharged fluids from the involved vehicles.
8. The contractor shall be able to provide services as described in this RFP on a twenty-four (24) hour, seven (7) days per week basis and should be able to provide services on any scene inside the Town within twenty (15) minutes after notification with a properly registered recovery vehicle capable of providing the required services.
9. The contractor shall provide emergency road services for vehicles owned by the Town upon request and be willing to transport those vehicles to a repair facility of the Town's choosing. The contractor shall submit a monthly invoice to the Town for all services provided to Town-owned vehicles.
10. The contractor agrees to permit the cancellation of service calls at no expense to the Town or vehicle owner.
11. The contractor agrees to verify proof of proper release authorization and documentation prior to the release of vehicles impounded by the DPD.
12. No person shall be permitted to access an impounded vehicle to remove items without prior documented authorization from the DPD.
13. Under no circumstances shall the Town of Danville or the Danville Police Department be charged or incur any storage fees for stolen and recovered property or stolen and recovered vehicles. The contractor shall not seek remuneration from the Town, the DPD, or the lawful owner for storage fees related to such property or vehicles.

FLEET, FACILITIES, AND PRACTICES

1. The contractor must be able to store up to 20 vehicles outdoors in a secure fashion with a minimum of a six-foot-tall perimeter fence and a gate that is locked outside of normal business hours around the storage area. The secured storage location must be within Hendricks County, the Town of Danville, or within a five (15) mile distance from the DPD headquarters building 49 N Wayne Street, Danville, IN 46122.

2. The contractor's storage lots and offices that are accessible to the public must be compliant with Title III of the Americans with Disabilities Act of 1990 (ADA). Failure to comply with the ADA will be the cause of termination of the agreement.
 3. The contractor agrees to provide a minimum of three (3) tow/recovery vehicles with a minimum towing capacity of 26,000 pounds gross vehicle weight from 7:00 am to 7:00 pm, and a minimum of two (2) such vehicles from 7:00 pm to 7:00 am. At least one of those vehicles will be a flatbed tow truck or possess equipment necessary to "float" or tow an incapacitated vehicle.
 4. The contractor must also have one fifty (50) ton or larger rotator heavy wrecker or have access to such a vehicle through an agreement with another provider.
 5. The contractor shall ensure all recovery vehicles are registered as recovery vehicles in the State of Indiana in accordance with applicable law, with at least the minimum markings as required by State and Federal transportation laws.
 6. The contractor shall employ sufficiently licensed, qualified, and competent personnel to perform towing services as stipulated in this RFP. All drivers must possess valid driver's licenses required to operate recovery vehicles.
 7. The contractor is required to perform criminal background checks on all employees and may not permit a driver convicted of a felony crime, or vehicle theft to operate a tow vehicle.
 8. No contractor personnel shall be under the influence of any intoxicant or prescription medication that impairs the mental or physical capacity of the person while on-duty or towing a vehicle.
 9. All contractor personnel shall abide by all traffic laws and regulations while responding to, on scene of, and upon leaving the scene of a summoned tow. Personnel shall make reasonable efforts to provide courteous and cooperative service while engaged with members of the public.
 10. The contractor agrees that it will not discriminate based on race, color, religion, creed, political ideology, sex, sexual orientation, gender, age, marital status, physical or mental disability, national origin, or other class protected by state or federal law.
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INSURANCE

The contractor shall maintain sufficient insurance coverage for the duration of the agreement. Failure to do so will result in termination of the agreement.

1. **Certificate of Insurance (COI):** The contractor will provide a COI to the Town, indicating coverage and co-naming the Town as an additional insured party. The COI shall also provide for 90 days' advance written notice of cancellation of any coverage obtained under these terms.
2. **Comprehensive General Liability Insurance:** Minimum coverage of \$1,000,000 per occurrence and a minimum \$5,000,000 policy limit.
3. **Automobile Liability Insurance:** Not less than \$1,000,000 extending to cover contractor fleet vehicles and property damage liability.

4. **Umbrella or Excess Liability Insurance:** Minimum of \$1,000,000 per occurrence and an amount not less than an aggregate of \$5,000,000.
 5. **Worker's Compensation Insurance:** In an amount not less than statutory requirements.
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INDEMNIFICATION

The contractor shall hold harmless and indemnify the Town of Danville, its officers, representatives, elected and appointed officials, and employees from and against all lawsuits, damages, losses, claims, including attorney's fees, costs, and expenses related to the work performed under this RFP. At all times, the contractor is an independent contractor and in no way will he/she be construed as an employee of the Town of Danville or the Danville Police Department.

LEGAL

The contractor shall comply with all Federal and State laws, and ordinances of Hendricks County and the Town of Danville that pertain to the operation of towing and recovery services and equipment under this proposal. Duties performed must comply with the Occupational Safety and Health Act (OSHA), which guarantees workers the right to a safe and healthy workplace. OSHA stipulates that the employer must furnish to each employee a place of employment that is free from recognized hazards that are causing, or likely to cause, death or serious physical harm. The Town reserves the right to reject any bid, cancel any contract, and pursue appropriate legal action if a contractor is found in violation of laws or ordinances.

GENERAL PROPOSAL INSTRUCTIONS

1. Proposals may be modified or withdrawn by an authorized representative of the contractor by formal written notice prior to the date and time specified for the opening of proposals. Submitted proposals become the property of the Town after the proposal submission deadline.
2. No oral statement of any person shall modify or otherwise change or affect the terms, conditions, or specifications stated in the agreement.
3. The Town will not pay any costs incurred by any contractor in the preparation or printing of proposals, or in the award process. All costs shall be borne by the proposed contractor except for costs associated with inspections or visits to the contractor's sites conducted by Town employees.
4. The Town reserves the right to request additional technical information and negotiate all elements that comprise the contractor's proposal to ensure the best possible consideration is afforded to all concerned. The Town reserves the right to accept all or part of any proposal, to reject any or all proposals, and to resolicit for proposals.

**ADDITIONAL INFORMATION – CHARGES, HOURS OF OPERATION,
AND PAYMENT OPTIONS**

A. Charges and/or Price List for Towing Services to the Public

- Standard Tow (light-duty vehicle): \$ ____
- Flatbed Tow (light-duty vehicle): \$ ____
- Heavy-Duty Tow (if applicable): \$ ____
- Mileage (if applicable): \$ ____ per mile
- Winching or Recovery (light-duty): \$ ____
- Daily Storage Fee: \$ ____ per day
- Administrative/Release Fee (if applicable): \$ ____
- Other (please specify): \$ ____

(Contractor may provide a more detailed or itemized price sheet as an attachment.)

B. Hours of Operation for Vehicle/Property Retrieval

- Regular Business Hours: ____ a.m. to ____ p.m., Monday through Friday.
- After-Hours Retrieval: By appointment only, arranged through the contractor's 24/7 contact line.

C. Payment Options

Citizens retrieving their vehicles or personal property may pay for towing and storage services by the following methods:

- Cash
- Credit Card (Visa, MasterCard, Discover, etc.)
- Debit Card
- Certified Check or Money Order
- *(The contractor may indicate any additional accepted payment methods or policies regarding personal checks.)*

End of Request for Proposal

York Towing

Vehicle impounds are available

Monday thru Friday 8:00 am to 3:30 pm
Closed on Saturday and Sundays and Holidays

Vehicles that are impounded are required to have a police release form before any vehicle can be release if imounded by the following agencies:

Danville Police Department
Hendricks County Sheriffs Department

Anyone attempting to retrieve an impounded vehicle must:

Provide valid drivers license and be the OWNER of the vehicle that is being released, If owner does not have a valid drivers license they will need:

A government issued photo identification

At least 1 individual with a valid license

After the release is obtained from the above police department you must call:

317-442-6198

ALL IMPOUNDS ARE CASH ONLY

York Towing Price List 2024

Special Equipemt Fee

Snatch Block Per Hook	\$25.00
Window Wrap	\$50.00
Oil Dry	\$35.00 per bag
Skates	\$25.00
No Key	\$25.00
Dollies	\$75.00
Standard Winch Out	\$150.00
Drive Shaft removal	\$75.00
Cage Brakes	\$50.00 per brake
Supply air	\$75.00

York Towing Price List 2024

Storage Pricing	Per Day
Cars and Trucks 1500	\$35.00
Trucks 2500/3500	\$45.00
Motorcycle	\$75.00 Inside storage
UTV	\$75.00 Inside storage
ATV	\$75.00 Inside storage
Moped	\$35.00
Mid Box Truck	\$75.00
Large Box Truck/Semi Tractor	\$100.00
Semi Trailer	\$110.00
Trailer 16 foot and under	\$35.00
Trailer 16 Foot and over	\$5.00 Additional per foot per pay
Boat and Trailer Combo	\$50.00

Anything Requiring Police Investigation or Hold will be charged at the inside storage rate of 75.00 per day till released by Police.

York Towing Price List 2024

Prices may vary per situation

Pricing for Police Impounds that require Recovery or Speciality services

Prices are Per hour with a 2 hour minimum Port to Port

Flat Bed \$175.00/hr

White F450 \$225.00/hr

Black F550 \$275.00/hr

Medium Duty \$375.00/hr

Skid Steer \$250.00/hr

Backhoe \$250.00/hr

Yard Dog \$200.00/hr

Kubota UTV \$150.00/hr

Kubota B Tractor \$175.00/hr

8x8 Argo amphibous \$150.00/hr

Jeep off road \$125.00/hr

Trailer \$125.00/hr

Shop Vehicles \$125.00/hr

Fork Lift \$175.00/hr

Small Equipment \$25.00/hr (Chainsaw etc)

1 Ton Dump Truck \$150.00/hr

York Towing Price List 2024

Prices are subject to vary by situation at towing companies discretion

Impound of Vehicle Price	
Cars and Trucks 1500 and under	\$125.00
Trucks 2500/3500	\$175.00
Mid Box Truck	\$275.00
Large Box Truck/Semi Tractor Only	\$375.00
SUV	\$150.00
Moped	\$175.00
Motorcycle	\$175.00
Electric Vehicle	\$200.00
Farm Implement	Minimum of 275.00
Construction Equipment	Minimum of 275.00
Trailer Pricing for Impounds	
Trailer Under 16 Foot Length	\$175.00
Additional Charge Per Footage	\$5.00 per trailer foot
Semi Trailer	\$400.00
ATV/UTV Pricing for Impounds	
ATV/UTV	\$175.00
Boat and Trailer Impound Pricing	
Boat and Trailer Combo	\$275.00

Named insured

Gary L York
York Towing
1633 S COUNTY RD 150 E
DANVILLE, IN 46122

31780
40-7722

Policy number: 979412744

Underwritten by:
Progressive Southeastern Ins Co
May 13, 2024
Policy Period: Apr 10, 2024 - Apr 10, 2025
Page 1 of 4

agent.progressive.com
Online Service

Make payments, check billing activity, print policy documents, update your policy or check the status of a claim.

1-609-587-1600

NOTTINGHAM AGENCY

Contact your agent for personalized service.

1-800-444-4487

For customer service if your agent is unavailable or to report a claim.

Commercial Auto Insurance Coverage Summary

This is your Declarations Page Your coverage has changed

Your coverage began the later of April 10, 2024 at 12:01 a.m. or the effective time shown on your application. This policy period ends on April 10, 2025 at 12:01 a.m.

This coverage summary replaces your prior one. Your insurance policy and any policy endorsements contain a full explanation of your coverage. The policy limits shown for an auto may not be combined with the limits for the same coverage on another auto, unless the policy contract allows the stacking of limits. The policy contract is form 6912 (02/19). The contract is modified by forms 2852IN (12/21), Z433 (04/08), 2372 (06/10), MC1632 (06/04), Z438 (02/19), 2366 (02/11), 4852IN (02/19), 4881IN (02/19) and Z228 (01/11).

The named insured organization type is a sole proprietorship.

Policy changes effective May 10, 2024

Changes processed on:	May 10, 2024 2:07 p.m.
Premium change:	-\$103.00
Changes:	The stated amount for the 2014 FORD F550 has changed.

The changes shown above will not be effective prior to the time the changes were requested.

2014 F550

Cum #

255395 JUMP

5597. Minw

40-9122
1699

Outline of coverage

Auto coverage part

Description	Limits	Deductible	Premium
Liability To Others			\$27,227
Bodily Injury and Property Damage Liability	\$1,000,000 combined single limit		
Uninsured Motorist	\$1,000,000 combined single limit		875
Underinsured Motorist	\$1,000,000 combined single limit		855
Uninsured Motorist Property Damage	Rejected		--
On-Hook Legal Liability			3,187
See Auto Coverage Schedule			
Garagekeepers Legal Liability			433
See Covered Location Schedule			
Comprehensive			1,323
See Auto Coverage Schedule	Limit of liability less deductible		
Collision			1,681
See Auto Coverage Schedule	Limit of liability less deductible		
Subtotal policy premium			\$35,581

Commercial General Liability coverage part

Description	Limits	Premium
Limited General Liability - Towing Services	\$1,000,000/\$2,000,000	\$1,020
Each Occurrence	\$1,000,000	
General Aggregate	\$2,000,000	
Products/Completed Operations Aggregate	\$2,000,000	included
Personal and Advertising Injury	\$1,000,000/any one person or organization	included
Damage to Premises Rented to You	\$100,000/any one premises	included
Medical Expense	\$5,000/any one person	included
Subtotal policy premium		\$1,020
State Filing Fee		35
Blanket Additional Insured Fee		75
Total 12 month policy premium and fees		\$36,711

Rated drivers

1. Gary L York
2. Robert D Benjamin
3. Michael A Chatham
4. Rickey E York

PH11DS04P 016805 003 * 003 002 ^ V