

Request for Proposals (RFP)

Rochester Police Department – Vehicle Towing Service Contract

Proposal Submission Deadlines

Proposals must be received by the Rochester Police Department at the address listed below **by 4:00 pm, November 14, 2019**. Two envelopes shall be submitted and labeled on the outside, “**Rochester Police Department – Vehicle Towing Service Contract Proposal**” and “**Rochester Police Department – Towing Rate Sheet Proposal**”:

Rochester Police Department

Attention: Captain John Sherwin

101 4th St. SE

Rochester, MN 55904

Submission Requirements:

ONE hard copy marked “Original”

FOUR additional complete hard copies

ONE digital copy emailed to Captain John Sherwin, jsherwin@rochestermn.gov

RFP Timeline:

Posting Date – October 1, 2019

Pre-Proposal Meeting – October 8, 2019

RFP Questions/Clarification Deadline – October 15, 2019

Written Response to RFP Questions – October 23, 2019

RFP Submission Deadline – November 14, 2019, 4:00 pm

Contract Award – December 2, 2019

Contract Start Date – January 1, 2020

The Rochester Police Department reserves the right to modify or extend the timeline as necessary.

A pre-proposal meeting will be held at **11:30 am on October 8, 2019 at Rochester City Hall, Conference Room #104, 201 4th St. SE, Rochester, MN 55904**. Attendance at the pre-proposal meeting is strongly recommended.

This RFP does not obligate the Rochester Police Department to award a Contract or complete the selection process. The Rochester Police Department reserves the right to cancel the solicitation if it is determined to be in its best interest.