



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

311 East High Street, Room 200 | Jefferson City, MO 65101
Tel 573-634-9168 | Fax 573-634-8031
jbryant@colecouny.org

To: All Interested Parties
From: Jessica Bryant, Cole County Purchasing Agent
Date: September 8, 2025
Re: Addendum One to Cole County Bid No. 2025-29 Towing & Storage of Motor Vehicles, Cole County Sheriff Department

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

1. When is the start date?
 - The start date will be when the contract is fully executed.
2. The County may be charged at the rate indicated? Does this mean if the vehicle is released without payment from the basement?
 - This is referencing 3.3.3 Towing and Storage of Evidentiary Vehicles. This is stating that the vendor can bill Cole County for towing the vehicle to our parking garage/basement.
3. Section 3.3.4 states “Abandoned vehicles or other vehicles towed at the direction of the Cole County Sheriff’s Department that are not evidentiary, shall be towed and stored according to the rates specified on the Bid Form until claimed by the owner or may be sold at auction or scrapped if stored longer than thirty (30) days per Section I. If more than standard tow is required, the Contractor may charge an hourly rate, in 15-minute increments, according to the hourly rate on the Bid Form. See storage requirements in Section E.” and is being replaced with:

Abandoned vehicles or other vehicles towed at the direction of the Cole County Sheriff’s Department that are not evidentiary, shall be towed and stored according to the rates specified on the Bid Form until claimed by the owner or may be sold at auction or scrapped if stored longer than thirty (30) days per Section I. If more than standard tow is required, the Contractor may charge an hourly rate, in 15-minute increments, according to the hourly rate on the Bid Form. See storage requirements in **Section 3.6**.

4. Section 3.7 – Vehicle and Content Storage. The owner of the vehicle shall be able to get personal belongings? Or just whomever shows up?
 - The Register Owner can only be the one to get personal items/property. They must provide valid identification.
5. Section 3.8 – Contractor shall have 1 staff member or multiple at storage location?
 - The County just wants to make sure the public can make arrangements to get their vehicle back in a reasonable amount of time.
6. Section 3.10 states “Contractor shall not release any vehicle which has been impounded without the written consent of the **City**. Written consent is done on the tow report in the section labeled “Property and/or Items Claimed”. Towed, impounded, and abandoned vehicles require verification of ownership, issuance of a summons for the abandoned vehicle violation, and getting the registered owner’s

identification. All of these procedures must be completed at the Cole County Sheriff's Department. If an owner's signature is required by the tow company, the signature block can be added on their tow receipt.

Vehicles impounded shall not be charged more than the bid amount per day for the first thirty (30) days of storage." And is being replaced with:

Contractor shall not release any vehicle which has been impounded without the written consent of the **County**. Written consent is done on the tow report in the section labeled "Property and/or Items Claimed". Towed, impounded, and abandoned vehicles require verification of ownership, issuance of a summons for the abandoned vehicle violation, and getting the registered owner's identification. All of these procedures must be completed at the Cole County Sheriff's Department. If an owner's signature is required by the tow company, the signature block can be added on their tow receipt.

Vehicles impounded shall not be charged more than the bid amount per day for the first thirty (30) days of storage.

7. Section 3.7 Vehicle and Content Storage clarification: The owner of the vehicle may come pick up personal property from within the vehicle. The personal property does not have anything to do with the actual vehicle tow. Thus, it must be released if requested.

The bid receipt date and time HAVE NOT CHANGED; submissions will be received until Thursday, September 18, 2025 at 3:00 p.m.

I/We have received Addendum Number One to Bid No. 2025-29 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title

Authorized Signature