

April 20, 2016

CITY OF WICHITA, KANSAS

REQUEST FOR PROPOSAL NUMBER FP640016

ADDENDUM # 2

WICHITA POLICE DEPARTMENT

Towing, Storage and Auction Services

DUE DATE: WEDNESDAY, MAY 4, 2016 AT 3:00 P.M.

The following item has been added to the specifications and made a part of **this proposal**.

Attached are four (4) spreadsheets for each year 2012, 2013, 2014 and 2015 of all vehicles impounded by WPD.

The gross sales amount of each vehicle sold at auction by Purple Wave is available on their website <https://www.purplewave.com> On the Search Tab enter the City of Wichita Towed Vehicle Auction, click on past auctions, select year, group by auction.

Expenses incurred by WPD:

- **Attached 5% commission paid to Purple Wave spreadsheet, which covers the cost for the Wichita Eagle expenses to publish two weeks of required legal notices for each auction, marketing and promotions expenses and ownership transfer title work.**
- **Attached spreadsheet of WPD payments to contracted towing firms.**
- **Annual USPS and other mailing expenses are not available in a report format specifically for Impound Towing Services**
- **Annual Publication expenses with Wichita Eagle are not available in a report format specifically for Impound Towing Services because they are paid by Purple Wave in the 5% commission.**
- **Currently the City does not have a report that tracks the actual WPD labor hours charges associated with performing duties specifically for Impound Towing, Storage and Auctioning Services.**

Each vendor is required to acknowledge receipt of this Addendum by his signature affixed hereto and to file same with and attached to this proposal.

Melinda A. Walker
Purchasing Manager

The undersigned acknowledges receipt of this Addendum and the proposal submitted herewith is in accordance with the information, instruction and stipulations set forth herein

Date

Company Name

Signature of Company Representative

Print Name of Company Representative

Title