

City and County of San Francisco
 Office of Contract Administration
 Purchasing Department
 City Hall, Room 430
 1 Dr. Carlton B. Goodlett Place
 San Francisco, CA 94102-4685



Contract Modification 3

Towing and Roadside Assistance for City Owned Vehicles

| | | | |
|--------------------|-----------------------------|-----------------------|---------------------|
| Vendor name | Golden Gate Tow, Inc | Date | June 07, 2013 |
| Sales rep | Marco Aure | Buyer Name: | Nishil Bali |
| Address | 355 Barneveld Ave. | Term contract: | 68183 |
| Address | San Francisco, CA 94124 | City Blanket No. | BPSF00003604 |
| E-mail: | maure@ggtow.com | Type: | Indefinite quantity |
| | | Not-to-exceed amount: | \$350,000 |


The history of this contract and its modifications is as follows:


| Modification | Start date | End date | NTE Amount | Other changes |
|-------------------|------------|----------|------------|---|
| Original contract | 08/01/09 | 07/31/10 | \$300,900 | |
| | 08/01/10 | 07/31/11 | No change | Rate increase |
| | 08/01/12 | 07/31/13 | No change | Extend Contract; Increase Rate; Update Contract Conditions |
| | 08/01/13 | 07/31/14 | \$350,000 | Extend Contract; Increase Rate; Increase NTE; Update Contract |

This modification 3 changes the contract as follows:

- It extends contract from August 1st, 2013 through July 31th, 2014.
- It increases pricing by 8.69% per the annual percentage increase in the Employment Cost Index for private industry workers in Motor Vehicle Towing Service for San Francisco County as published by the U.S. Department of Labor, Bureau of Labor Statistics. See Attachment A.
- It updates the terms and conditions of the contract per Attachment B.

All other terms and conditions remain the same.

Approved by the City:  6/13/2013
 Jaci Fong, Director of OCA and Purchaser Date

Approved by Contractor:  7/10/2013
 Signature Date

Name and title FRANCISCO GUZMAN / PRESIDENT

| CCSF Category (vehicle types) | CCSF 08/01/10-07/31/11 Fee | CCSF 08/01/11 – 07/31/12 Fee with 8.2 % increase* | CCSF 08/01/12 – 07/31/13 Fee with 8.69 % increase** |
|---|----------------------------|---|---|
| Front/Rear Towing Service (less than 10,000) | \$41.80 | \$45.23 | \$49.16 |
| Flat Bed Service | \$55.00 | \$59.51 | \$64.68 |
| Dolly Service | \$33.00 | \$35.71 | \$38.81 |
| STORAGE First Day after first four (4) hours fee | \$16.50 | \$17.85 | \$19.40 |
| Subsequent Days (each 24 hour interval) | \$16.50 | \$17.85 | \$19.40 |
| JUMP START (Flat Rate charge) | \$33.00 | \$35.71 | \$38.81 |
| TIRE CHANGE (Flat Rate Charge) | \$33.00 | \$35.71 | \$38.81 |
| Flat Rate Charge | \$33.00 | \$35.71 | \$38.81 |

*Based on the Employment Cost Index for Private Industry Workers in Towing Service occupations for 2009 to 2010

**Based on the Employment Cost Index for Private Industry Workers in Towing Service occupations for 2010 to 2011

Bid and Contract Condition 17 has been revised and is hereby replaced in its entirety to read as follows:

17. Nondiscrimination; Penalties

a. Contractor Shall Not Discriminate. In the performance of this Agreement, Contractor agrees not to discriminate against any employee, City and County employee working with such contractor or subcontractor, applicant for employment with such contractor or subcontractor, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.

b. Subcontracts. Contractor shall incorporate by reference in all subcontracts the provisions of §§12B.2(a), 12B.2(c)-(k), and 12C.3 of the San Francisco Administrative Code (copies of which are available from Purchasing) and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.

c. Nondiscrimination in Benefits. Contractor does not as of the date of this Agreement and will not during the term of this Agreement, in any of its operations in San Francisco, on real property owned by San Francisco, or where work is being performed for the City elsewhere in the United States, discriminate in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits, as well as any benefits other than the benefits specified above, between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to state or local law authorizing such registration, subject to the conditions set forth in §12B.2(b) of the San Francisco Administrative Code.

d. Condition to Contract. As a condition to this Agreement, Contractor shall execute the "Chapter 12B Declaration: Nondiscrimination in Contracts and Benefits" form (form CMD-12B-101) with supporting documentation and secure the approval of the form by the San Francisco Contract Monitoring Division (formerly San Francisco Human Rights Commission).

e. Incorporation of Administrative Code Provisions by Reference. The provisions of Chapters 12B and 12C of the San Francisco Administrative Code are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with and be bound by all of the provisions that apply to this Agreement under such Chapters, including but not limited to the remedies provided in such Chapters. Without limiting the foregoing, Contractor understands that pursuant to §§12B.2(h) and 12C.3(g) of the San Francisco Administrative Code, a penalty of \$50 for each person for each calendar day during which such person was discriminated against in violation of the provisions of this Agreement may be assessed against Contractor and/or deducted from any payments due Contractor.

Bid and Contract Condition 18 has been revised and is hereby replaced in its entirety to read as follows:

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Contract Modification 2

Towing and Roadside Assistance for City Owned Vehicles

| | | | |
|--------------------|-------------------------|------------------------------|---------------------|
| Vendor name | Golden Gate Tow, Inc | Date | July 06, 2012 |
| Sales rep | Marco Aure | Buyer Name: | Nishil Bali |
| Address | 355 Barneveld Ave. | Term contract: | 68183 |
| Address | San Francisco, CA 94124 | City Blanket No. | BPSF00003604 |
| E-mail: | maure@ggtow.com | Type: | Indefinite quantity |
| | | Not-to-exceed amount: | \$300,900 |

The history of this contract and its modifications is as follows:

| Modification | Start date | End date | NTE Amount | Other changes |
|-------------------|------------|----------|------------|--|
| Original contract | 08/01/09 | 07/31/10 | \$300,900 | |
| | 08/01/10 | 07/31/11 | No change | 10% increase |
| | 08/01/12 | 07/31/13 | No change | Extend Contract; Increase Rate; Update Contract Conditions |

This modification 2 changes the contract as follows:

- It extends contract from August 1st, 2012 through July 31th, 2013.
- It increases pricing by 8.2% per the annual percentage increase in the Employment Cost Index for private industry workers in Motor Vehicle Towing Service for San Francisco County as published by the U.S. Department of Labor, Bureau of Labor Statistics. See Attachment A and attached documentation.
- It updates the terms and conditions of the contract per Attachment B.

All other terms and conditions remain the same.

Approved by the City: *Jaci Fong* for Jaci Fong, Director of OCA and Purchaser 8/28/12
Date

Approved by Contractor: *Francisco Guzman* Francisco Guzman/President 8/29/12
Signature Date

Name and title Francisco Guzman/President

This modification 2 changes the contract as follows:

| CCSF Category (vehicle types) | CCSF 08/01/10- 07/31/12Fee | CCSF 08/01/11 – 07/31/13 Fee with 8.2 % increase |
|---|---|---|
| Front/Rear Towing Service (less than 10,000) | \$41.80 | \$45.23 |
| Flat Bed Service | \$55.00 | \$59.51 |
| Dolly Service | \$33.00 | \$35.71 |
| STORAGE First Day after first four (4) hours fee | \$16.50 | \$17.85 |
| Subsequent Days (each 24 hour interval) | \$16.50 | \$17.85 |
| JUMP START (Flat Rate charge) | \$33.00 | \$35.71 |
| TIRE CHANGE (Flat Rate Charge) | \$33.00 | \$35.71 |
| Flat Rate Charge | \$33.00 | \$35.71 |

“Getting paid for goods and/or services from the City” section is hereby added as follows:

Getting paid for goods and/or services from the City:

1. Beginning January 2012, all City vendors receiving new contracts, contract renewals, or contract extensions must sign up to receive electronic payments through Paymode-X, the City’s third party service that provides Automated Clearing House (ACH) payments.
2. Electronic payments are processed every business day and are safe and secure.
3. To sign up for electronic payments, visit www.sfgov.org/ach.
4. The following information is required to sign up:
 - a. The enroller must be their company’s authorized financial representative.
 - b. The company's legal name, main telephone number and all physical and remittance addresses used by the company
 - c. The company's U.S. federal employer identification number (EIN) or Social Security number (if they are a sole proprietor)
 - d. The company's bank account information, including routing and account numbers

If you have questions, please email: ACH.Support@sfgov.org

Bid and Contract Condition 22 has been revised and is hereby replaced in its entirety to read as follows:

22. Submitting False Claims; Monetary Penalties. Pursuant to San Francisco Administrative Code §21.35, any contractor, subcontractor or consultant who submits a false claim shall be liable to the City for the statutory penalties set forth in that section. The text of Section 21.35, along with the entire San Francisco Administrative Code is available on the web at [http://www.amlegal.com/nxt/gateway.dll/California/administrative/administrativecode?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:sanfrancisco_ca\\$sync=1](http://www.amlegal.com/nxt/gateway.dll/California/administrative/administrativecode?f=templates$fn=default.htm$3.0$vid=amlegal:sanfrancisco_ca$sync=1). A contractor, subcontractor or consultant will be deemed to have submitted a false claim to the City if the contractor, subcontractor or consultant: (a) knowingly presents or causes to be presented to an officer or employee of the City a false claim or request for payment or approval; (b) knowingly makes, uses, or causes to be made or used a false record or statement to get a false claim paid or approved by the City; (c) conspires to defraud the City by getting a false claim allowed or paid by the City; (d) knowingly makes, uses, or causes to be made or used a false record or statement to conceal, avoid, or decrease an obligation to pay or transmit money or property to the City; or (e) is a beneficiary of an inadvertent submission of a false claim to the City, subsequently discovers the falsity of the claim, and fails to disclose the false claim to the City within a reasonable time after discovery of the false claim.

General Condition 50 has been revised and is hereby replaced in its entirety to read as follows:

50. First Source Hiring Program

a. Incorporation of Administrative Code Provisions by Reference. The provisions of Chapter 83 of the San Francisco Administrative Code are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with, and be bound by, all of the provisions that apply to this Agreement under such Chapter, including but not limited to the remedies provided therein. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Chapter 83.

b. First Source Hiring Agreement. As an essential term of, and consideration for, any contract or property contract with the City, not exempted by the FSHA, the Contractor shall enter into a first source hiring agreement ("agreement") with the City, on or before the effective date of the contract or property contract. Contractors shall also enter into an agreement with the City for any other work that it performs in the City. Such agreement shall:

(1) Set appropriate hiring and retention goals for entry level positions. The employer shall agree to achieve these hiring and retention goals, or, if unable to achieve these goals, to establish good faith efforts as to its attempts to do so, as set forth in the agreement. The agreement shall take into consideration the employer's participation in existing job training, referral and/or brokerage programs. Within the discretion of the FSHA, subject to appropriate modifications, participation in such programs may be certified as meeting the requirements of this Chapter. Failure either to achieve the specified goal, or to establish good faith efforts will constitute noncompliance and will subject the employer to the provisions of Section 83.10 of this Chapter.

(2) Set first source interviewing, recruitment and hiring requirements, which will provide the San Francisco Workforce Development System with the first opportunity to provide qualified economically disadvantaged individuals for consideration for employment for entry level positions. Employers shall consider all applications of qualified economically disadvantaged individuals referred by the System for employment; provided however, if the employer utilizes nondiscriminatory screening criteria, the employer shall have the sole discretion to interview and/or hire individuals referred or certified by the San Francisco Workforce Development System as being qualified economically disadvantaged individuals. The duration of the first source interviewing requirement shall be determined by the FSHA and shall be set forth in each agreement, but shall not exceed 10 days. During that period, the employer may publicize the entry level positions in accordance with the agreement. A need for urgent or temporary hires must be evaluated, and appropriate provisions for such a situation must be made in the agreement.

(3) Set appropriate requirements for providing notification of available entry level positions to the San Francisco Workforce Development System so that the System may train and refer an adequate pool of qualified economically disadvantaged individuals to participating employers. Notification should include such information as employment needs by occupational title, skills, and/or experience required, the hours required, wage scale and duration of employment, identification of entry level and training positions, identification of English language proficiency requirements, or absence thereof, and the projected schedule and procedures for hiring for each occupation. Employers should provide both long-term job need projections and notice before initiating the interviewing and hiring process. These notification requirements will take into consideration any need to protect the employer's proprietary information.

(4) Set appropriate record keeping and monitoring requirements. The First Source Hiring Administration shall develop easy-to-use forms and record keeping requirements for documenting compliance with the agreement. To the greatest extent possible, these requirements shall utilize the employer's existing record keeping systems, be nonduplicative, and facilitate a coordinated flow of information and referrals.

(5) Establish guidelines for employer good faith efforts to comply with the first source hiring requirements of this Chapter. The FSHA will work with City departments to develop employer good faith effort requirements appropriate to the types of contracts and property contracts handled by each department. Employers shall appoint a liaison for dealing with the development and implementation of the employer's agreement. In the event that the FSHA finds that the employer under a City contract or property contract has taken actions primarily for the purpose of circumventing the requirements of this Chapter, that employer shall be subject to the sanctions set forth in Section 83.10 of this Chapter.

(6) Set the term of the requirements.

(7) Set appropriate enforcement and sanctioning standards consistent with this Chapter.

(8) Set forth the City's obligations to develop training programs, job applicant referrals, technical assistance, and information systems that assist the employer in complying with this Chapter.

(9) Require the developer to include notice of the requirements of this Chapter in leases, subleases, and other occupancy contracts.

c. Hiring Decisions. Contractor shall make the final determination of whether an Economically Disadvantaged Individual referred by the System is "qualified" for the position.

d. Exceptions. Upon application by Employer, the First Source Hiring Administration may grant an exception to any or all of the requirements of Chapter 83 in any situation where it concludes that compliance with this Chapter would cause economic hardship.

e. **Liquidated Damages.** Contractor agrees:

- (1) To be liable to the City for liquidated damages as provided in this section;
- (2) To be subject to the procedures governing enforcement of breaches of contracts based on violations of contract provisions required by this Chapter as set forth in this section;
- (3) That the contractor's commitment to comply with this Chapter is a material element of the City's consideration for this contract; that the failure of the contractor to comply with the contract provisions required by this Chapter will cause harm to the City and the public which is significant and substantial but extremely difficult to quantify; that the harm to the City includes not only the financial cost of funding public assistance programs but also the insidious but impossible to quantify harm that this community and its families suffer as a result of unemployment; and that the assessment of liquidated damages of up to \$5,000 for every notice of a new hire for an entry level position improperly withheld by the contractor from the first source hiring process, as determined by the FSHA during its first investigation of a contractor, does not exceed a fair estimate of the financial and other damages that the City suffers as a result of the contractor's failure to comply with its first source referral contractual obligations.
- (4) That the continued failure by a contractor to comply with its first source referral contractual obligations will cause further significant and substantial harm to the City and the public, and that a second assessment of liquidated damages of up to \$10,000 for each entry level position improperly withheld from the FSHA, from the time of the conclusion of the first investigation forward, does not exceed the financial and other damages that the City suffers as a result of the contractor's continued failure to comply with its first source referral contractual obligations;
- (5) That in addition to the cost of investigating alleged violations under this Section, the computation of liquidated damages for purposes of this section is based on the following data:

A. The average length of stay on public assistance in San Francisco's County Adult Assistance Program is approximately 41 months at an average monthly grant of \$348 per month, totaling approximately \$14,379; and

B. In 2004, the retention rate of adults placed in employment programs funded under the Workforce Investment Act for at least the first six months of employment was 84.4%. Since qualified individuals under the First Source program face far fewer barriers to employment than their counterparts in programs funded by the Workforce Investment Act, it is reasonable to conclude that the average length of employment for an individual whom the First Source Program refers to an employer and who is hired in an entry level position is at least one year;

therefore, liquidated damages that total \$5,000 for first violations and \$10,000 for subsequent violations as determined by FSHA constitute a fair, reasonable, and conservative attempt to

quantify the harm caused to the City by the failure of a contractor to comply with its first source referral contractual obligations.

(6) That the failure of contractors to comply with this Chapter, except property contractors, may be subject to the debarment and monetary penalties set forth in Sections 6.80 et seq. of the San Francisco Administrative Code, as well as any other remedies available under the contract or at law; and

Violation of the requirements of Chapter 83 is subject to an assessment of liquidated damages in the amount of \$5,000 for every new hire for an Entry Level Position improperly withheld from the first source hiring process. The assessment of liquidated damages and the evaluation of any defenses or mitigating factors shall be made by the FSHA.

f. Subcontracts. Any subcontract entered into by Contractor shall require the subcontractor to comply with the requirements of Chapter 83 and shall contain contractual obligations substantially the same as those set forth in this Section.

City and County of San Francisco
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 Purchasing Department
 City Hall, Room 430
 1 Dr. Carlton B. Goodlett Place
 San Francisco, CA 94102-4685



Contract Modification 1

Towing and Roadside Assistance for City Owned Vehicles

| | | | |
|--------------------|-----------------------------|------------------------------|---------------------|
| Vendor name | Golden Gate Tow, Inc | Date | December 1, 2010 |
| Sales rep | Francisco Guzman | Buyer Name: | Daisy Aguallo |
| Address | 355 Barneveld Ave. | Term contract: | 68183 |
| Address | San Francisco, CA 94124 | City Blanket No. | BPSF00003604 |
| E-mail: | goldengatetow.com | Type: | Indefinite quantity |
| | | Not-to-exceed amount: | \$500,000.00 |

The history of this contract and its modifications is as follows:

| Modification | Start date | End date | Amount | Other changes |
|---------------------|-------------------|------------------------|---------------|----------------------|
| Original contract | 08/01/09 | 07/31/12 | \$138,000 | |
| | 08/01/10 | 07/31/11 ^{DA} | N/C | 10% increase |

This modification 1 changes the contract as follows:

| CCSF Category (vehicle types) | CCSF 08/01/09-07/31/10 Fee | CCSF 08/01/10 - 07/31/11 Fee with 10 % increase |
|---|-----------------------------------|--|
| Front/Rear Towing Service (less than 10,000) | \$ 38.00 | \$ 41.80 |
| Flat Bed Service | \$50.00 | \$ 55.00 |
| Dolly Service | \$30.00 | \$ 33.00 |
| STORAGE First Day after first four (4) hours fee | \$15.00 | \$ 16.50 |
| Subsequent Days (each 24 hour interval) | \$15.00 | \$ 16.50 |
| JUMP START (Flat Rate charge) | \$30.00 | \$ 33.00 |
| TIRE CHANGE (Flat Rate Charge) | \$30.00 | \$ 33.00 |
| Flat Rate Charge | \$30.00 | \$ 33.00 |

All other terms and conditions remain the same.

Approved by the City:

Jaci Fong
 Jaci Fong, Acting Director of OCA and Purchaser 2/4/11
Date

Approved by Contractor:

Francisco Guzman
 Signature: Francisco Guzman, President 2/4/11
Date