

BELOIT POLICE DEPARTMENT



APPLICATION FOR THE CITY OF BELOIT NO PREFERENCE TOW LIST FOR 2019

The purpose of the City of Beloit No Preference Tow List is to insure the timely, safe and professional removal of motor vehicles from the streets and public property within the City of Beloit.

The goal of the City of Beloit No Preference Tow List is to insure fair and safe treatment of the public by the companies on the City of Beloit No Preference Tow List.

This application for the City of Beloit No Preference Tow List will become part and parcel and form the basis of any applicant's participation, if accepted, in the City of Beloit No Preference Tow List. The final decision on what businesses, and the total number of businesses on the City of Beloit No Preference Tow List is a decision that will be made by the City of Beloit No Preference Tow List Coordinator.

Rock County 911 communications will use the City of Beloit No Preference Tow List to dispatch tow companies based upon their policies.

Each applicant/participant, if accepted as a participant, must agree to the following conditions, qualifications and requirements for placement on the City of Beloit No Preference Tow List. Each applicant/participant, if accepted to participate, shall maintain and uphold all of the following requirements during the term of their participation.

Please initial each of the following as your acknowledgment and agreement to each.

Business/Owner Contact Information

Date of Application: _____

1. _____ Business name: _____

2. _____ (24) Hour contact number: _____

3. _____ (24) Hour contact number listed in telephone directory or on website? ___ Yes ___ No

_____ Attach a photo copy of phone listing or list website address: _____

4. _____ Business owner's name: _____

5. _____ Business address: _____

City: _____

Zip: _____

6. _____ Business email address: _____

7. _____ Secured storage: _____ Inside _____ Outside _____ Both

8. _____ Storage address: _____

City: _____ Zip: _____

9. _____ Tow Companies shall be available to respond to calls from the City of Beloit 24 hours a day and seven days a week for the removal of wrecked and disabled vehicles, abandoned vehicles, and other vehicles that may require removal due to vehicle operator violations.

10. _____ AAA Service? _____ Yes _____ No

11. /my tow company is applying for Light Duty Service: Yes _____ No _____

12. _____ Equipment required for **Light Duty Service**:

- a. One Tow Truck with a gross vehicle weight rating (GVWR) of 12,000 lbs or more equipped with a hydraulic boom and a winch or winches with a minimum factory rated capacity of 8,000 lbs and wheel-lift.
- b. One Flatbed Car Carrier with GVWR of 14, 500 lbs and a flatbed of at least 19 feet in length.

13. _____ List each vehicle your company owns to be considered **Light Duty Service** in the chart listed below:

Light Duty Equipment

Plate #	Make	Model	VIN	Type
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow
				<input type="checkbox"/> Flat <input type="checkbox"/> Tow

14. I/my tow company is applying for Heavy Duty Service: Yes _____ No _____

15. _____ Equipment required for **Heavy Duty Service**:

a. One Tow truck equipped and meeting the following specifications:

1. Hydraulically operated boom with a 25 ton capacity;
2. Tandem axle;
3. Equipped with air brakes;
4. Equipped with an Under-Lift; and
5. Capable of safely towing a loaded (maximum 80,000 lb.) tractor semi-trailer.

16. _____ List each vehicle your company owns to be considered **Heavy Duty Service** in the chart listed below:

Heavy Duty Equipment

Plate #	Make	Model	VIN

17. _____ WI Account # WI- _____

18. _____ LC # _____

19. _____ MC Authority # (if outside Wisconsin) _____

20. _____ I understand and acknowledge that I may only service a tow request with personnel and equipment submitted and approved on this application form and that if approved personnel and equipment are unavailable, I shall pass up the request and shall be placed on the bottom of the City of Beloit No Preference Tow List.

21. _____ List each applicant/participant/tow truck driver/tow company employee, including their name, drivers license number, Towing and Recovery Association of America (TRAA) certification numbers and certifications. Applicant/participant/tow company is required to update their tow company employee list any time a current employee leaves, a new employee is hired or new equipment is acquired. No new employee or equipment will be allowed to be used in the response to tow calls until after the company receives approval from the Coordinator that said employee and equipment has been inspected and approved.

Operators

Name	Class	D.L.	TRAA/Wreck	Certifications
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy
				<input type="checkbox"/> Light <input type="checkbox"/> Heavy

22. _____ It is understood that tow employees who are not certified may not respond on a No Preference Tow List call out unless there is another certified employee with them.

23. _____ Applicant/participant agree to comply with all the minimum recommended safety standards listed in Appendix G, Section 10, pages G6 and G7 of the Wisconsin Department of Transportation Emergency Traffic Control and Scene Management Guidelines.

24. _____ Include a copy of your business' proof of insurance coverage.

25. _____ Each applicant/participant/tow company shall maintain a valid insurance policy as required of all motor carriers authorized by the United States Department of Transportation to engage in contract carriage, issued by a surety or an insurance company currently authorized to issue policies of insurance covering risks in the State of Wisconsin, in the applicable amounts set out in the Wisconsin Department of Transportation Emergency Traffic Control and Scene Management Guidelines, November 2014, Appendix G, section 8. Insurance, page G-5.

26. _____ **To ensure the City of Beloit receives prompt notification of any policy cancellations, the Tow Company shall add the City of Beloit to their insurance policy as an Interested Party, and shall identify the City of Beloit No Preference Tow List Coordinator as the primary party to be notified, in the event of policy cancellation.**

27. _____ I have received, reviewed and understand all of the Wisconsin Department of Transportation, Emergency Traffic Control and Scene Management Guidelines, Appendix G, “Recommended Minimum Standards for Towing and Recovery Call-Out Lists,” and acknowledge that I understand I am required to follow all minimum standards and guidelines as requirement for participation in the City of Beloit No Preference Tow List, unless they specifically conflict with any of the sections in this application, for participation in the City of Beloit No Preference Tow List.
Conflicts will be determined at the sole discretion of the City of Beloit No Preference Tow List Coordinator.

28. _____ My tow company meets or exceeds all recommended standards set forth in the Wisconsin Department of Transportation, Emergency Traffic Control and Scene Management Guidelines, Appendix G, “Recommended Minimum Standards for Towing and Recovery Call-Out Lists.”

29. _____ I understand if I do not meet the requirements set forth in the Wisconsin Department of Transportation, Emergency Traffic Control and Scene Management Guidelines, Appendix G, “Recommended Minimum Standards for Towing and Recovery Call-Out Lists,” I will be disqualified from participation in the City of Beloit No Preference Tow List, unless said minimum standards conflict with the contents of this application.
Conflicts will be determined at the sole discretion of the City of Beloit No Preference Tow List Coordinator.

Participants who have been removed from the City of Beloit No Preference Tow List are not precluded from re-applying for participation during the next application cycle following the removal.

30. _____ My tow company is registered with the Better Business Bureau of Wisconsin and I acknowledge that in order to remain on the City of Beloit No Preference Tow List my tow company must have a satisfactory business reputation and maintain a minimum Better Business Bureau Rating of “B” or higher. **Failure to do so can result in unappealable suspension or removal from the City of Beloit No Preference Tow List, after an appropriate inquiry by the City of Beloit No Preference Tow List Coordinator, whose decision will be final and unappealable.**

31. _____ The applicant, if accepted as a participant, as well as all your tow truck drivers, acknowledge that participation in the City of Beloit No Preference Tow List **does not** make any participant an employee, officer, agent, volunteer or independent contractor of the City of Beloit for any purposes.

32. _____ The applicant, if accepted as a participant, as well as all your tow truck drivers, acknowledges that participation in the City of Beloit No Preference Tow List requires the participant to act in a courteous and professional manner when dealing with either law enforcement or members of the public. **Failure to do so can result in unappealable suspension or removal from the City of Beloit No Preference Tow List, after an appropriate inquiry by the City of Beloit No Preference Tow List Coordinator, whose decision will be final and unappealable, in regards to the continued status on the City of Beloit No Preference Tow List.**

Participants who have been removed from the City of Beloit No Preference Tow List are not precluded from re-applying for participation during the next application cycle following the removal.

Participants who have been suspended from the City of Beloit No Preference Tow List will serve their time of said suspension, after which they will be re-added to the City of Beloit No Preference Tow List.

33. _____ The fair treatment and safety of the public is a high priority for participation in the City of Beloit No Preference Tow List. Therefore, all arrests and/or convictions of applicant/participant in the City of Beloit No Preference Tow List need to be monitored and analyzed by the coordinator in order to insure the safety and fair treatment of the citizens whose vehicles are being towed.

34. _____ The applicant, if accepted as a participant, as well as all tow truck drivers, are required to immediately report to the City of Beloit No Preference Tow List Coordinator any time they are either arrested or are the subject of any civil or criminal legal proceeding, whether based in municipal ordinance, State Statutory or Federal origin . **Failure to report these matters will result in Participant's immediate and unappealable removal from the City of Beloit's No Preference Tow List.**

Participants who have been removed from the City of Beloit No Preference Tow List are not precluded from re-applying for participation during the next application cycle following the removal.

35. _____ The applicant, if accepted as a participant, as well as all your tow truck drivers, are required to immediately report to the City of Beloit No Preference Tow List Coordinator any civil or criminal convictions, judgments, issuance of a restraining orders or injunctions entered against the Participant, whether based in municipal ordinance, State Statutory or Federal origin. **Failure to report these matters will result in Participant's immediate and unappealable removal from the City of Beloit's No Preference Tow List.**

Participants who have been removed from the City of Beloit No Preference Tow List are not precluded from re-applying for participation during the next application cycle following the removal.

36. _____ The applicant, if accepted as a participant, as well as all tow truck drivers, acknowledge that ANY conviction of a civil or criminal breach of the peace, whether based in municipal ordinance, State Statutory or Federal origin, including but not limited to disorderly conduct, assault, battery, etc., or any issuance of restraining orders or injunctions, restraining the participants personal interaction with another person or business, where the Court finds that the participant has committed an act of physical violence, or a continuous pattern of harassment, **may be grounds for immediate suspension or removal from participation in the City of Beloit's No Preference Tow List, without the right to appeal the removal.**

Participants who have been removed from the City of Beloit No Preference Tow List are not precluded from re-applying for participation during the next application cycle following the removal.

Participants who have been suspended from the City of Beloit No Preference Tow List will serve their time of said suspension, after which they will be re-added to the City of Beloit No Preference Tow List.

37. _____ The applicant, if accepted as a participant, acknowledges that their tow business must have a commercial address, with permanent commercial building, occupied by the tow company, with phone service, where normal business is transacted and towing records are maintained, where equipment is domiciled and maintained and complies with local zoning and condition use requirements.
38. _____ The applicant, if accepted as a participant, agrees to allow for records and facility inspection by the City of Beloit Police Department.
39. _____ The applicant, if accepted as a participant, agrees to a response time to light duty calls within 30 minutes of the tow request.
40. _____ The applicant, if accepted as a participant, agrees to a response time to heavy calls within 60 minutes of the tow request.
41. _____ I acknowledge that continual and/or consistent response times in excess of the stated time frames in Numbers 39 and 40 above, may result in my company's suspension or removal from the City of Beloit's No Preference Tow List.

Participants who have been removed from the City of Beloit No Preference Tow List are not precluded from re-applying for participation during the next application cycle following the removal.

Participants who have been suspended from the City of Beloit No Preference Tow List will serve their time of said suspension, after which they will be re-added to the City of Beloit No Preference Tow List.

42. _____ It is understood that traffic and weather conditions may impact the Tow Company's ability to respond within the response times outlined above. However, if the Tow Company will not be able to respond within the required response time they shall contact the Rock County Dispatch Center and provide an estimated time for arrival. The on-scene investigator is then authorized to pass up said towing company and rotate to the next company on the list, if the expected time arrival is not acceptable to the needs of the department.
43. _____ The applicant, if accepted as a participant, acknowledges that all tow equipment must comply with current laws, rules and regulations:
- WI Statute Chapter 347
 - WI Administrative Code Trans 302
 - WI Administrative Code Trans 305
 - 49 CFR 393 and 49 CFR 396 as adopted in Wisconsin Administrative rule Trans 327.
44. _____ All Program applicants, if accepted as a participant, who store, park or maintain possession of vehicles towed at the request of the City of Beloit, shall store such vehicles in a facility that is secure.
- Every outdoor storage facility shall be surrounded by a fence of wood, metal, wire or masonry construction of not less than six feet in height.
 - Every tow company shall have a local business telephone number that is accessible to the public twenty-four hours a day.
45. _____ I understand that the City reserves the right to make any changes to the City of Beloit No Preference Tow List requirements and shall notify companies on the City of Beloit No Preference Tow List before the changes become effective.
46. _____ **I/we acknowledge that if allowed to participate in the City of Beloit No Preference Tow List, I/we will be bound by the contents of this application and accept all of its conditions, qualifications and requirements as the terms of my/our participation in the City of Beloit No Preference Tow List.**
47. _____ **I/we further acknowledge that providing false information on this application, or failure to comply with any of the requirements listed within this application, is grounds for the Participant's immediate and unappealable removal from the City of Beloit's No Preference Tow List.**

Date of Application: _____

Printed Name of Business Representative:

Signature of Business Representative/Applicant:

FOR LAW ENFORCEMENT PURPOSES ONLY:

City of Beloit Police Department:

Date: _____

_____ Approve

_____ Deny

Reason for denial: _____

Authority Signature: _____

Authority Title: _____