

RFP Addendum #1

Request for Proposals for

On-Call Janitorial Services Solicitation #6190

Date of Addendum #1: October 13, 2026

The Request for Proposals for the above named project is amended as noted in this Addendum.

This Addendum lists questions received and SHA's responses in the attached Exhibit A (see Item 1 below) and extends the proposal deadline (see item 2 below).

Item 1: The attached Exhibit A is a list of questions received and SHA's responses to those questions.

Item 4: The **Submission Deadline** is extended to **12PM, Tuesday October 28th, 2026**.

Exhibit A

Question #	Question	Answer
1	If SHA moves forward with two vendors, will the portfolio be split, or is the idea that each property receive service from two vendors?	If SHA moves forward with multiple vendors, the work will split between the awarded vendors.
2	Can SHA share historical gross revenue, or cycle counts by property for the last 12–24 months?	For 2025, the annual gross revenue was \$529,757.97. The monthly average gross revenue was \$44,146.50.
3	Which sites have gas dryers, and which have electric, and at what voltage?	For the upcoming contract, SHA would like to have the entire portfolio to have electric dryers unless requested on occasion. The current dryer count is at 291 dryers.
4	Which buildings need card systems and value-loading kiosks in the management office?	We would like to leave the option to property management on the decision of adding a card system and value-loading kiosks. This will also be dependent on the network availability per building.
5	Can you provide the number of laundry rooms per property?	A majority of our properties only have one (1) community laundry room per building. Some of our Yesler Ter

6	SHA shared that it plans to award two or more vendors, with properties divided mostly by geography and finalized with the awarded contractors. Should proposers' price and respond for the full list of properties in Exhibit 1, or may a proposer indicate interest in a specific area? Will commission be evaluated and negotiated separately for each group of properties?	Proposers may indicate interest in a specific area, but it will not be guaranteed. The decision will be made at the time of negotiation.
7	Section E states that under the Ratio of Cost process, the proposer with the lowest price receives all possible points. Because Criterion 5 is a commission paid to SHA, please confirm that the proposal offering the highest commission percentage receives full points.	Yes, the proposal offering the highest commission percentage paid to SHA would receive full points.
8	SHA shared that every property will have both coin and card options available, with each property manager choosing coin, card, or both for their site. Once a property manager has made that choice, may it be changed during the contract term? If so, is the cost of converting equipment the responsibility of the Service Provider, and is there a limit on how often a property may change?	Property management staff may request for a change in the payment method once per one(1)-year term in writing along with justification for the request. Each request will be reviewed and approved internally for submittal. The awarded vendor would be responsible for the expenses.

9	Section C.4.e.v states that every six months of the contract period, the Service Provider shall comply with a negotiated schedule to remove its machines, negotiated among the Service Provider, SHA's Project Manager, and the newly selected Service Provider. Please clarify the intent of this section. Does it apply only when properties transfer to a different provider (for example, at contract end or after a reassignment), or does SHA expect properties to be reviewed and potentially moved between vendors every six months?	SHA does not expect to change vendors every six months. The contract will be executed for a one (1) year term with options to extend up to a maximum of five (5) years for the contract.
10	What is the average monthly laundry income for each location?	Please refer to the response for Question #2.
11	Are Dryers Gas or Electric? Noting that SHA stated Electric.	Please refer to the response for Question #3.
12	Can you provide a list of the properties that will want to have coin option along with digital?	The list of properties with a digital option preference will be provided upon negotiation.
13	Are all the washers at all properties frontloading washers?	There is a combination of front-loading and top-loading washers.
14	If not all frontloading washers, how many Top Load washers and location of the top load washers?	The number of current top load washers may vary from the awarded contract for this RFP.

15	Please verify number of stacked washer/dryer combo?	There are currently twenty (20) stacked washer/dryer combination units.
16	Please verify the number of stacked dryers(dryer/dryer unit)?	Please refer to the response for Question #16.
17	On the 6190 Exhibit 1/ Laundry machines list – What does “sum of # of pockets” mean?	The "sum of # of pockets" is referring to the amount of "doors/openings" of the machines.
18	When should we expect to see the list of how 95 property locations will be divided?	The division of the work will be decided upon negotiation of the contract.
19	After we receive the list/information on the properties will we choose which group to bid or will we bid both groups on the property list ?	You can bid for any part of this contract even if you cannot supply the entire portfolio for SHA.

END OF RFP ADDENDUM # 1