

RFP Addendum # 1

Request for Proposals for
Coin Operated Laundry Equipment and Maintenance of Laundry Facilities
(Solicitation # 5270)

Date of Addendum # 1: August 29, 2019

The Request for Proposals (RFP) for the above named project is amended as noted in this Addendum. This Addendum consists of five (5) pages.

This Addendum extends the due date for submitting proposals (see Item 1 below)], lists questions received and SHA's responses (see Item 2 below), and includes a revised Attachment 5 to RFP Solicitation No. 5270 (see Item 3 below).

Item 1. Due to the number and type of questions received, the following changes are hereby made regarding due dates:

The deadline for Questions is extended to 2:00 p.m. on Monday, September 9, 2019.

The deadline for submitting proposals is extended to 2:00 p.m. on Thursday, September 19, 2019.

Item 2. The following is a list of questions received and SHA's responses to those questions.

Question 1. The commissions mentioned in the RFP and in Attachment 5 – Commission don't match. What is the correct percentages? Also the dates mentioned in Attachment 5 are old and probably are not correct.

Response: *You are correct. There are errors in those areas as follows:*

In the Section C – Scope of Work, in Sub-Section 2) Background, the vend price for washer load is correct at \$1.25 but the vend price per dryer load is incorrect. Instead of \$0.15 per dryer per 15 minutes, it should be \$0.25 per dryer per 15 minutes.

In Attachment 5 – Commission, in the paragraph just above the number 1, the years 2010 and 2009 are incorrect. They should be 2020 and the gross revenue mentioned is for 2019.

In # 1 in Attachment 5, the cost for users should be \$1.25 per load for washers and \$0.25 per dryer per 15 minutes.

We have attached a corrected version of Attachment 5 Commissions for your use.

Question 2. We would like to have a walk through if possible. We do not need to see every site, but we would like to get a lay of the land and take a look a representative site for each machine and payment type. We have plenty of availability and we are happy to work with Seattle Housing Authority's schedule.

Response: *SHA will be arranging site visits. Please notify Don Tucker at purchasing@seattlehousing.org by no later than noon on Tuesday, September 3rd if you want to be a part of the site visits and we will set-up a date, time and location for later that week.*

Question 3. The contract general scope of work (page 4 of 17) states that Yesler Terrace, Capital Park, and Spring Lake Apartments be provided with card-operated equipment and all other buildings with coin operated equipment with capabilities for card operated in the future. My questions are:

- 1.) Can the equipment at Yesler Terrace, Capital Park, and Spring Lake Apartments have both coin and card operated equipment or are coin operated equipment not allowed at those properties?
- 2.) Can the equipment at "all other buildings" have coin and card operated equipment or is it required to not allow card operations until directed by SHA in the future?

Response:

- 1.) *Property Management at Yesler Terrace, Capital Park, and Spring Lake Apartments asks that there not be coin operated equipment at these properties.*
- 2.) *"All other buildings" can have coin and card operated equipment at this time, unless in the future, property management specifically requests card or coin only operated equipment.*

Question 4. The background section of the scope of work (page 5 of 17) identifies the existing equipment is \$1.25 per wash and \$0.15 for 15 minutes per dryer load. However attachment 5 identifies the cost to users at \$1.00 per wash and \$1.00 per dryer load. Is the contract intended to lower the cost of washer and dryer services down to \$1.00 per wash and \$1.00 per dryer load or is that intended to simplify the amount of the commission? What is the amount of for each wash and each dryer load required to be by this contract?

Response: *SEE RESPONSE TO QUESTION 1 ABOVE.*

Question 5. The background section of the scope of work (page 5 of 17) identifies the number of equipment, which includes 263 washers and 228 dryers as well as the number of stacked dryers and stacked washer/dryer combos. However, attachment 1 identifies more equipment, totaling 291 washers and 257 dryers as well as the same number of stacked dryers and stacked washer/dryer combos. What is the correct number of equipment or number of properties that this contract entails?

Response: *Please use the numbers listed on Attachment A and ignore all other numbers.*

Question 6. The detailed scope of work identifies maintenance exclusions that SHA is responsible for replacing dryer vent lines on page 7 of 17. Is the intent when changing all the dryer equipment that coordination will be required with SHA to replace dryer lines when needed to accommodate the location of new dryer exhaust locations on the new machines, if necessary?

Response: *Yes, the intent is to coordinate with SHA if dryer lines need replacing at any time including the need to accommodate a new location.*

Question 7. The detailed scope of work identifies in the schedules section (page 8 of 17) that removal of old and installation of new equipment must be completed in 45 days. Are the 45 days considered business days or will work on Saturday and Sundays be allowed if it is calendar days?

Response: *The 45 days will be business days (M-F), not to include Saturday and Sunday.*

Question 8. Attachment 5 identifies the annual revenue of the equipment from 2009 of \$385,000. In order to understand the contract better with more relevant information about the gross revenue from the equipment, than from 2009. Please provide a report from 2010 through June or July 2019 of the monthly revenue from the equipment.

Response: *SHA will not include reports. All properties are listed separately not in one report.*

Question 9. Please provide copies of the 2018 monthly reports from the previous contractor to SHA identifying how they reported revenue from each property to SHA.

Response: *SHA would prefer not to offer this information, as we would like to see your style of reporting verses what we have had in the past.*

Question 10. Regarding attachment 2, the equipment specifications, please provide the equipment specifications from the previous contract.

Response: *Previous contract equipment specifications listed below.*

	Washer	Dryer
Manufacturer	Maytag and Speed Queen	Maytag and Speed Queen
Model Number	Maytag Single Washer: MAH22PD/PR Speed Queen Stack Washer/Dryer: STET77	Maytag Single Dryer: MDE/MDG17PD/PR Maytag Stack Dryers: MLE/MLG24PD/PR
Load Capacity	MAH22 – 2.99 cu. ft. STET77 washer component – 2.84 cu. ft.	MDE/G17 and MDE/G24 – 7.4 cu. ft. STET77 dryer – 7 cu. ft.
Length of Cycles	25 – 34 minutes, depending on set up.	45 – 60 minutes, depending on set up.
RPM of High-Spin Cycle	1,000 RPMs	N/A
Speed and Variable Settings	6 Cycle Settings	3 Cycle Settings

Energy and Water-Saving Rating	MEF – 2.35 WF 4.4	N/A
Estimated Gallons of Water Used Per Washer Load	13.1 Gallons	N/A
Estimated Drying Time Per Average Load	N/A	45 minutes
Description of Coin Mechanisms and Vault	Dual Coin Drop – Large Capacity & High Security Vaults	Dual Coin Drop – Large Capacity & High Security Vaults
In what languages (include Braille) do you have the equipment operation signs translated and available for installation?	We have English, Spanish and Russian translated and in stock. We are able to create signs for you in any language, including Braille, with a very short turnaround time.	We have English, Spanish and Russian translated and in stock. We are able to create signs for you in any language, including Braille, with a very short turnaround time.

Question 11. Regarding attachment 5, the commission, please provide the commission from the previous contract.

Response: *The commission rate paid to SHA for 2019 was/is 63%.*

Question 12. Regarding the selection process, please identify what the proposed targeted date for selecting the contractor and what the 45 day window is planned to be.

Response: *Current Contract expires on 11/23/19. Selection of vendor will be completed prior to then and work under a new contract shall begin on 11/25/19.*

Question 13. Are there properties currently under development by SHA that may revise this contract? If so, please identify the information on attachment 1 for those properties with an approximate date for when those properties will be completed and laundry equipment installed.

Response: *There are properties currently under development but a specific date that equipment will be needed is undetermined at this time.*

Item 3. – SEE NEXT PAGE FOR THE REVISED ATTACHMENT 5 COMMISSION FORM

Revised Attachment 5 Commission

**Contract No. 5270 - Coin-Operated Laundry Equipment and Maintenance of
Laundry Facilities**

NOTE: This attachment is only to be submitted with your one original proposal—not with any of the copies.

**PERCENTAGE OF GROSS AMOUNT COLLECTED TO BE PAID TO THE SEATTLE
HOUSING AUTHORITY**

Please state on the line provided below the percentage of commission (percentage of the gross revenue collected from the operation of coin- and card-operated clothes-washing and -drying machines) that you propose paying to SHA for 2020. (In 2018, the gross revenue was \$385,000.)

1. With the cost to the users of \$1.25 per load for the washers and \$0.25 per load per 15 minutes for the dryers, the proposer offers and agrees, if this proposal is accepted, to pay SHA:

_____ % (percent) of the gross income collected from each machine.

END OF ADDENDUM # 1 TO RFP # 5270