

INFORMAL SOLICITATION

Desdemona and Othello Dryer Vent Cleaning Solicitation No. 5311

ADDENDUM NO. 03
Issue Date: **12/11/2019**

This Addendum containing the following revisions, additions, deletions and/or clarifications, is hereby made a part of this solicitation and Contract Documents for the above-named project. Bidders/Proposers shall take this Addendum into consideration when preparing and submitting their response to this solicitation.

This Addendum answers questions submitted (see Item 1 below).

Item 1. The following is a list of question(s) received and SHA's responses to those questions:

- Q1: What incentives are there, if any, for prime contractors to work with minority subcontractors on this particular bid?
- A1: There are no incentives in this solicitation. The community participation plan is included in all solicitations over 1 million.
- Q2: If there is no minority or DBE participation required, when there are minority firms such as mine that want to bid, how is the absence of such justified in light of federal dollars being spent?
- A2: HUD has a Section 3 bid preference of 10% which will be applied during the award of the solicitation. However, HUD does not provide for a bid preference for WMBE firms, but has aspirational goals for utilization. In addition, Washington State law expressly prohibits public bid preference on the basis of race.
- Q3: Will you provide a layout print to identify phases, types of bldg. (Single, duplex, multi units etc.
- A3: Please contact purchasing@seattlehousing.org to access drawings via ShareFile.
- Q4: Which dryers will come out of the roof, and will they show on a layout print?
- A4: Please contact purchasing@seattlehousing.org to access drawings via ShareFile.
- Q5: Can you clarify as to exactly how many units get cleaned? New Holly, Othello and MLK
- A5: New Holly has 305 units (Solicitation #5193), Othello has 96 units (Solicitation #5311) and MLK has 195 units (Solicitation #5311)
- Q6: Is a builder, or appliance repair permit or contractor's license required?
- A6: We anticipate some minor repairs which will require a contractor's license.

- Q7: What do you do when you find a vent that's improperly installed?
A7: Notify the Property Manager and provide pricing to repair improperly installed vent.
- Q8: Are booster fan present or needed for runs 35" or more?
A8: We do not think it is necessary to install in all the dryers with the exception of Othello Building where we have Dryer Boosters already connected, in that case if one does not work properly it must be replaced by a new one, only reinforcement fans or boosters should be added in the dryer duct when the length of the duct exceeds 25 feet without curves, 20 feet with a curve or 15 feet with 2 curves.
- Q9: What steps should be taken if the vent terminates in the attic?
A9: Notify the Property Manager.
- Q10: Is there a minimum skill level needed to qualify to contract?
A10: Contractor is required to maintain a contractor's license.
- Q11: Under which classification would labor pay grade be established?
A11: The HUD Form 52158 attached to the solicitation outlines the pay grade for the labor classification.
- Q12: What is the protocol if a tenant misses a scheduled appointment?
A12: A list will be generated and the contractor must return the same day.
- Q13: Can the vendor determine work schedule within SHA guidelines i.e., which Units first etc.?
A13: SHA will determine the work schedule, but is open to recommendations.
- Q14: Please describe each unit type, i.e., 1st floor, two story, three story, any known information about the vent per unit type, etc. What do the unit numbers tell us about each unit? Unit Type Unit Type h3d2, p1t2, p2d2, p2s2, p2t2, p3d2, p3t2, p4d2, p4s2, p4t2, p5d2, t1t2, t2d2, t2s2, t2t2, t3t2, t4t2, t5d2, t3d2, t5s2?
A14: 1st letter not relevant to this solicitation.
2nd number is bedrooms in the unit.
3rd letter is the unit type, t=townhome, d=duplex, s=single family, e=elevator bldg./apt.,
4th number not relevant to this solicitation.
- Q15: Please include any and all other unit types. We may have missed.
A15: All applicable unit types have been noted in this solicitation.
- Q16: Please specify when liquidated damages could be evoked?
A16: Not completing the project in the time specified in the solicitation may evoke liquidated damages.

- Q17: Please confirm that a member of SHA's staff will be available at each unit, each scheduled work day, to ensure entry into the unit and clear access to the appliance and general service area needed to perform the contracted work.
- A17: Assigned personnel from New Holly will assist to help with opening and closing the units.
- Q18: Please clarify as to the extent of the contractor responsibility to disconnect, re-connect and make repairs or replacement of the flex ducting connecting from the wall outlet duct to appliance connections.
- A18: It is the vendor's responsibility to disconnect and clean the dryer duct from the inside, as well as from the outside of the apartments (clean ventilation of both ends with pneumatic stirrers). Clean the fluff from under and behind the dryer (side by side, washer / dryer) ****Only, stackable closet units cannot be moved****Replace the flexible duct if necessary, reconnect vent and move the dryer back.
- Q19: What are the retainage requirements for this bid?
- A19: There is no retainage requirements for this solicitation.
- Q20: In the "Request for bids", Project Description / Scope of work" section, last line. makes mention of "...at New Holly I, should this be "...at Desdemona and Othello"?
- A20: Yes, this should be at Desdemona and Othello.
- Q21: Please provide floor plans per building type listed in solicitation. A. or provide a count of each dry vent termination locations i. IE: roof termination, 2nd story plat termination, OR ground floor plate termination.
- A21: Please contact purchasing@seattlehousing.org to access drawings via ShareFile.
- Q22: Please specify the HUD Routine Maintenance "Work Classification(s)" that will be used for calculating the prevailing wages for this project.
- A22: The labor work classification rate would be an acceptable rate to utilize for this work.

END OF ADDENDUM NO. 03