

December 10, 2014,

TO: ALL POTENTIAL OFFERORS

RE: ADDENDUM NO. 1, 2, 3, and 4 for Solicitation P-004450, "Laundry Services"

Dear Sir/Madam:

Attached is Addendum No. 1, 2, 3, and 4 dated December 10, 2014 in regard to the above referenced solicitation. This addendum shall be attached to the noted solicitation and take precedence over the same.

If you should have any questions, please contact Rovshan Safarov at (215) 684-4059.

Sincerely,
Philadelphia Housing Authority

Rovshan Safarov
Sourcing Manager - Procurement

Attachment: Addendum No. 1, 2, 3, 4

cc: File P-004450

THE PHILADELPHIA HOUSING AUTHORITY
3100 Penrose Ferry Road, Philadelphia, PA 19145
ADDENDUM NO 4
Dated December 10, 2014 for
Solicitation No P-004450 “Laundry Services”

ITEM 1: Bid Due Date

The Bid Due Date for Laundry Services P-004450 has been extended till December 23, 2014 (THU) at 11:00 AM
End of Addendum

THE PHILADELPHIA HOUSING AUTHORITY
3100 Penrose Ferry Road, Philadelphia, PA 19145
ADDENDUM NO 3
Dated December 10, 2014 for
Solicitation No P-004450 "Laundry Services"

- Q1) Question regarding the gross revenue report that was sent...if the machines are set in quarter increments how can the revenue be 316.82 or 703.61? Revenue should end in either a 5 or 0. Are these numbers what was paid to PHA? Or is it actually the gross revenue?
- A1) The attached detailed site laundry commission sheet is based off a percentage of sales from the vendor. All sites listed are active and do not include PAPMC Location that is shown on the Scope Of Work (Section C).
- Q2) Does PHA desire the same percentage (%) of collection across the board or can vendor offer per property?
- A2) Yes
- Q5) Does PHA require monthly per machine or per location collection reporting to accompany checks?
- A5) Monthly, per machine and location reporting is desired.
- Q4) Does PHA have a template sample of desired monthly reporting statements?
- A4) Cannot be determined at this time
- Q5) How does the PHA define energy efficient washers & dryers?
- A5) Energy Star Qualified Products would be acceptable. Please refer to: <http://www.energystar.gov>
- Q6) With the exception of West Park are all other locations scheduled for coin operation?
- A6) All Sites (Scattered included) will need to be set to Cards.
- Q7) Does the PHA desire the same price to wash & dry at all PHA locations, (example \$1.25 wash/\$1.25 drier?)
- A7) Please see the Answer 5 from Addendum 2 (bellow)
- Q8) Does PHA desires the same percentage (%) of collection across the board or can vendor offer per property?
- A8) Percentage of collection applies across the board evenly.

THE PHILADELPHIA HOUSING AUTHORITY
3100 Penrose Ferry Road, Philadelphia, PA 19145
ADDENDUM NO 2
Dated December 02, 2014 for
Solicitation No P-004450 "Laundry Services"

This addendum shall be attached to the noted solicitation and shall take precedence over the same and previous addenda. Any items not mentioned herein nor affected hereby shall be performed strictly in accordance with the original specifications, drawings, and previous addenda thereto.

ITEM 1: FAQ

Q-1) Can the bid response date be extended? We really need 30 days to sufficiently respond to this RFP.

A-1) The bid due date has been extended to December 15, 2014 at 11:00am

Q-2) How many front load washers must be provided at each location?

A-2) At least one front load per site must be provided at each site.

Q-3) May the remainder of washers installed as a top load?

A-3) Yes they may

Q-4) Which properties card, coin, token operated?

A-4) Please refer to the chart below.

| PHA LAUNDRY CONCESSION FACT SHEET | | | | | |
|-----------------------------------|------------------------------|--------------------|-------------|------------|---------------|
| SITE NAME | ADDRESS | NO. DWELLING UNITS | NO. WASHERS | NO. DRYERS | COIN OR CARD? |
| Bentley Hall | 1710 N. Croskey St (191 | 96 | 5 | 5 | Coin |
| Blumberg Apts | 2340 Bolton Way (19121) | 94 (Senior Bldg) | 8 | 8 | Coin |
| Cassie L Holley | 2100 Dickinson St (19146) | 72 | 2 | 2 | Coin |
| College View | 2634 W. Thompson St | 54 | 4 | 3 | Coin |
| Emlen Arms | 6733 Emlen Street (19119) | 159 | 9 | 10 | Coin |
| Fairhill Apartments | 2443 N. 11th Street (19133) | 264 | 20 | 20 | Card |
| Gladys B Jacobs | 1100 Fairmount Ave. (19123) | 80 | 10 | 10 | Card |
| Harrison Plaza | 1350 N. 10th Street (19122) | 300 | 8 | 8 | Card |
| Holmecrest Homes | 8133 Erdrick Drive (19136) | 84 | 3 | 3 | Coin |
| Katie B Jackson | 400 N. 50th Street (19139) | 59 | 3 | 3 | Coin |
| Morton Homes | 5920 Morton Street (19144) | 248 | 2 | 2 | Coin |
| Parkview Apartments | 2105 N. 33rd Street | 20 | 2 | 1 | Coin |
| Plymouth Hall | 2201 W. Venango St (19140) | 52 | 8 | 8 | Card |
| West Park Apartments | 300 N. Busti (19104) | 327 | 6 | 6 | Card |
| Westpark Plaza | 400 N. 50th Street (19139) | 66 (6 Buildings) | 6 | 6 | Coin |
| Wilson Park | 2500 Jackson St (19145) | 722 | 12 | 12 | Coin |

Q-5) At the properties that are now \$1.50 per cycle, may we maintain that vend price or must we reduce to \$1.25?

A-5) Please maintain the price per load as a \$1.50 (one dollar and fifty cents)

Q-6) The standard contract lengths in our industry are 5, 7 or 8 years. A two year base period does not allow enough time for a return on our investment. Would you entertain a five year term with 2 or 3 one year options?

A-6) The contract term will remain 5 years in total with 2 year base and 3 one year option periods.

Q-7) Can you please provide a list of the number of apartment units at each location as well as number of laundry rooms at each location?

A-7) Please refer to the Answer 4

Q-8) Can you please break down the list of locations by population type, ie senior or family

A-8) **Senior Locations:** Bentley, Blumberg, Cassie L Holley, Emlen Arms, Gladys B Jacobs, Holmecrest Homes, Katie B Jackson, Plymouth Hall, Wilson Park

Q-9) Can you please provide two years of gross revenue history for each property?

A-9) Please see the chart bellow.

| Site No. | 010 | 013 | 030 | 039 | 049 | 050 | 054 | 065 | 076 | 077 | 114 | 015 | | |
|------------------------|---------------|-------------|-----------|---------------|--------------|----------|----------|-------------|------------|--------------|------------------|----------|---------------|-----------------|
| Site name | Richard Allen | Wilson Park | bbottsfor | Westpark Apts | Morton Homes | Blumberg | Parkview | Collegeview | Emlen Arms | Bentley Hall | Gladys B. Jacobs | Harrison | 50th St 400 N | PHA Total |
| April 1, 2013 | | | | | | | | 23.85 | 461.38 | 260.90 | 316.82 | 502.05 | | 1,565.00 |
| April 3, 2013 | | 880.12 | | | | 353.80 | | | | | | | | 1,233.92 |
| April 9, 2013 | | | | | | | 199.20 | | | | | | | 199.20 |
| April 26, 2013 | | 935.75 | | | | | | | | | | | | 935.75 |
| April 30, 2013 | | | | 26.94 | | 327.90 | | 21.00 | 656.13 | 295.05 | 703.61 | 474.99 | 233.40 | 2,739.02 |
| Total Apr-13 | | | | | | | | | | | | | | 6,672.89 |
| May 2, 2013 | | | | | 56.16 | | | | | | | | | 56.16 |
| May 29, 2013 | | | | | | 268.55 | | | 481.38 | | | | 242.00 | 991.93 |
| Total May - 13 | | | | | | | | | | | | | | 1,048.09 |
| June 5, 2013 | | | | | | | | 33.10 | | 290.80 | | | | 323.90 |
| June 4, 2013 | | | | | | | | | | | 406.65 | 427.37 | | 834.02 |
| June 28, 2013 | | 897.75 | | | | 260.70 | | 20.35 | 389.43 | 309.15 | | | | 1,877.38 |
| June 28, 2013 | | | | | | | | | | | | | 246.40 | 246.40 |
| Total Jun - 13 | | | | | | | | | | | | | | 3,281.70 |
| July 9, 2013 | | 25.25 | | | | | 240.85 | | | | 631.40 | 301.13 | | 1,198.63 |
| July 11, 2013 | | 800.65 | | | | | | | | | | | | 800.65 |
| July 31, 2013 | | | | | | | | | 512.25 | 329.25 | 374.35 | 409.66 | | 1,625.51 |
| Total jul-13 | | | | | | | | | | | | | | 3,624.79 |
| August 7, 2013 | | 886.50 | | | | 310.76 | | | | | | | | 1,197.26 |
| August 12, 2013 | | | | | 72.00 | | | | | | | | | 72.00 |
| August 29, 2013 | | 936.85 | | | | | | | | | | | | 936.85 |
| Total Aug-13 | | | | | | | | | | | | | | 2,206.11 |
| September 4, 2013 | | | | 49.00 | | | | | 521.40 | 365.90 | 364.33 | 405.99 | 249.90 | 1,985.42 |
| September 6, 2013 | | | | | | 278.85 | | | | | | | | 278.85 |
| Total Sept - 13 | | | | | | | | | | | | | | 2,264.27 |
| October 1, 2013 | | 890.49 | | | | 276.35 | | | | 273.60 | 873.60 | 462.45 | 253.75 | 3,030.24 |
| October 2, 2013 | | | | | | | | 36.90 | 468.00 | | | | | 504.90 |
| October 10, 2013 | | | | | | | 268.30 | | | | | | | 268.30 |
| October 30, 2013 | | | | | | | | | | | 483.70 | | | 483.70 |
| October 31, 2013 | | | | | | | | | | | | 482.15 | 213.48 | 695.63 |
| Total Oct - 13 | | | | | | | | | | | | | | 4,982.77 |
| November 1, 2013 | | | | | | 266.60 | | | | 319.81 | | | | 623.96 |
| November 6, 2013 | | 987.35 | | | | | | | | | | | | 987.35 |
| November 13, 2013 | | | | | 82.44 | | | | | | | | | 82.44 |
| November 25, 2013 | | | | | | | | | | | | | 224.60 | 224.60 |
| November 27, 2013 | | | | | | | | 43.45 | 428.63 | 305.90 | | | | 777.98 |
| Total Dec - 13 | | | | | | | | | | | | | | 2,696.33 |
| December 2, 2013 | | 824.80 | | 37.75 | | 282.25 | | | | | 639.69 | 456.66 | | 2,241.15 |
| December 31, 2013 | | 822.94 | | | | | | | | | | | | 822.94 |
| Total Dec-13 | | | | | | | | | | | | | | 3,064.09 |
| January 6, 2014 | | | | | | 301.52 | | | | | | | 241.20 | 542.72 |
| January 7, 2014 | | | | | | | | 59.00 | 473.63 | 327.25 | 262.41 | 529.70 | | 1,651.99 |
| January 9, 2014 | | | | | | | 175.00 | | | | | | | 175.00 |
| Total Jan - 14 | | | | | | | | | | | | | | 2,369.71 |
| February 4, 2014 | | | | | | | 264.25 | 26.35 | 385.20 | 271.50 | 586.83 | 538.78 | 257.13 | 2,330.04 |
| February 12, 2014 | | | | | 60.00 | | | | | | | | | 60.00 |
| February 19, 2014 | | | | | | | | | | | | | | 927.15 |
| Total Feb - 14 | | | | | | | | | | | | | | 3,317.19 |
| March 5, 2014 | | | | | | | | | | | | | 233.40 | 233.40 |

THE PHILADELPHIA HOUSING AUTHORITY
3100 Penrose Ferry Road, Philadelphia, PA 19145
ADDENDUM NO. 1
Dated November 26, 2014 for
Solicitation No. P-004450
“Laundry Services”

This addendum shall be attached to the noted solicitation and shall take precedence over the same and previous addenda. Any items not mentioned herein nor affected hereby shall be performed strictly in accordance with the original specifications, drawings, and previous addenda thereto.

ITEM 1: Bid Due Date

The Bid Due Date for Laundry Services P-004450 has been extended till December 15, 2014 at 11:00 AM

End of Addendum