



RFP 2019-8 Laundry Services

Date: April 25, 2019

This addendum is being issued to answer questions received and to amend the specifications.

Questions:

1. Is there going to be a formal bid opening on May 1st, 2019 at 12:00pm?

No, this is an RFP process-not a bid process. M.G.L. 30B dictates that an RFP opening is not a public opening and that results will be available either upon contract award or when all proposals have been reviewed.

2. Who is responsible for the gas dryer connections on the new gas dryers?

The vendor/proposer will be required to connect all equipment.

3. If an add-value machine is proposed will this machine need to be a brand new add-value machine?

Yes, it will need to be brand new, but also ensure you also propose coin operated units too.

We would like to amend the following contract terms and conditions in the RFP:

(1) Under **Service Requests** on page 12. We would like to change the existing sentence and restate it as follows: The laundry machines must be maintained in good working condition at all times and the proposer must respond to service request in a timely fashion not to exceed two (2) business days. During the term of the contract the lessor reserves the right to require the lessee to replace machines in a timely fashion that are not serviceable and must be replaced, a new machine must be installed—not used or refurbished. No cost shall be incurred to the lessor for any type of machine related repairs, parts, or services.

I noticed the omission of vent cleaning as described in the second paragraph. This clause will need to remain in the specification.

(2) Under **Installation** on page 12.

We would like to insert the following sentence after “as well as the connections to them.” All existing utility connections shall be operating properly by the commencement date by the Lessor.

I agree to this additional sentence: All existing utility connections shall be operating properly by the commencement date by the Lessor.



We would like to add the following sentence at the end of the last paragraph: The lessee would be agreeable to add equipment upon the lessor's request. However, the proposed laundry machine revenue commission rate paid to the lessor would need to be adjusted accordingly.

We won't accept this language as is, but please include on the price proposal any proposed commission changes/fees if new equipment is added during the contract term. You can write anywhere on the price proposal.

(3) Under **Vending Method (Payment Mechanism)** on page 12.

We would like to delete the following sentence: "The lessor shall be given access to the counter in each machine so as to verify the count."

Unfortunately, we can't remove this sentence. We need access to the counter on an as needed basis.

We would like to insert the following sentence: Upon request of the lessor the lessee's representative will meet with the lessor's representative, no more often than once every three (3) months, to view said counter devices.

See above answer.

(4) Under **Collections** on page 13. We would like to change the weekly collections to: Collections to be made at least once per calendar month.

Unfortunately, we cannot accept the proposed monthly collection schedule. It's very important for us to ensure our residents and property is protected from potential crime.

We would like to delete the following 2 sentences:

The lessor assumes no liability for the theft of money from any vending devices. The successful lessor will be responsible for paying the missed revenues to the lessor should a theft occur.

We would like to insert the following sentence: The Lessee does not agree to assume liability for the theft of money from the laundry equipment. However, the lessee would agree to pay for all repairs and damage due to vandalism.

Unfortunately, we cannot accept this proposed modification. Language pertaining to theft shall remain the same.

PLEASE ENSURE YOU ACKNOWLEDGE THIS ADDENDUM ON THE PRICE PROPOSAL FORM. YOUR PROPOSAL MAY BE REJECTED IF NOT ACKNOWLEDGED.