



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599
202-535-1000

Tyrone Garrett, Executive Director

ADDENDUM

ADDENDUM NO. 1

ISSUE: August 12, 2019

SOLICITATION NO.: 0032-2019 APPLIANCE FULFILLMENT DELIVERY and REMOVAL SERVICES

All Respondents shall acknowledge receipt of this addendum, sign below and return it with your proposal. **Failure to acknowledge receipt of this addendum may be cause for rejection of your proposal.** Respondents are informed that the above named solicitation is modified as follows:

- I. **The District of Columbia Housing Authority hereby issues Addendum No. 1 to provide Responses to all Questions received related to the subject solicitation, as referenced in Attachment A.**

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED
End of Addendum No. 1


Cheryl Moore
Contracting Officer

Inquiries/Questions and Responses

QUESTION 1: Will installation be needed for the appliances? I see that delivery of the new, and take away of the old appliance but nothing stated for installation of the new appliance (if needed).

DCHA RESPONSE: No installation.

QUESTION 2: What type of delivery will be needed? Will it be uncrate and set in place, deliver crated? Please explain specific delivery type requested by DCHA.

DCHA RESPONSE: Deliver crated.

QUESTION 3: Will extended warranties be requested by DCHA for each appliance (ANYTHING BEYOND 1 YEAR)?

DCHA RESPONSE: No.

QUESTION 4: Please explain the specifics of need for parts. Replacement parts are available within 100 miles, no issue with that. Is it mandatory that parts be delivered to you within the 3 days limit?

DCHA RESPONSE: Yes, gaskets, oven ignitors, replacement burners, trays, timers etc. should be delivered within a three day period.

QUESTION 5: Is DCHA requesting free delivery?

DCHA RESPONSE: Yes.

QUESTION 6: Would it be OK for the contractor to repair or replace said appliances upon delivery of the notification by the DCHA?

DCHA RESPONSE: Not if damaged at delivery; if after use and covered by warranty as well as being contacted by DCHA.

QUESTION 7: Under General Requirements, it states that Contractor must remove old, inoperable refrigerators same day as delivery of new appliances. Does haul away apply to all inoperable appliances or only refrigerators?

DCHA RESPONSE: Refrigerators only.

QUESTION 8: Must replacement parts be delivered within three (3) business days or calendar days of order?

DCHA RESPONSE: Business days.

QUESTION 9: Is an increase in the firm, fixed Year 1 price allowed in Year 2?

DCHA RESPONSE: Yes. Respondents may propose flat pricing for years one and two or varied pricing per year. However, the proposed pricing quoted should not be in excess of those charged non-governmental clients for the same services performed by the same individuals.

QUESTION 10: Must all replacement parts or only the most requested replacement parts be stocked within 100 miles of the DC Metro area?

DCHA RESPONSE: Yes.

QUESTION 11: Is there a minimum item haul away and delivery requirement per location?

DCHA RESPONSE: No. However, Contractor will be required to haul away on a one for one ratio. For example, if DCHA orders 20 refrigerators then the Contractor shall haul away 20 refrigerators.

QUESTION 12: Are copies of an Affirmative Action Plan (AAP) required to be included in the bid submission?

DCHA RESPONSE: Yes, if the company has 50 or more workers and has bills of lading from the government, which total at least \$50,000 in any given 12 consecutive months.

QUESTION 13: Does DCHA expect volume discount rates for appliance models other than those listed in bidders' Price Proposals?

DCHA RESPONSE: Yes, if used as a replacement for the listed appliances.

QUESTION 14: Do the Section 3 Requirements apply to this project since no skilled labor is required?

DCHA RESPONSE: Yes. Please consult Hanna Koerner, Special Advisor in the DCHA Office of Resident Services at 202.535.1517 hkoerner@dchousing.org for additional information or assistance with the completion of your Section 3 Compliance Agreement and/or Section 3 Action Plan.

QUESTION 15: Will there be a designated location to relocate existing appliances after removal?

DCHA RESPONSE: No, removal and disposal at the delivery location.

QUESTION 16: Is employee information required for all states in which bidders operate or only the DC area?

DCHA RESPONSE: DC Area only.

QUESTION 17: Are bidders required to submit the entire AAP plan or only specific sections?

DCHA RESPONSE: The entire AAP plan.

QUESTION 18: Can DCHA provide specific manufacture, brand, and model for the list of appliances provided in Section B.1.2?

DCHA RESPONSE: No. DCHA has provided specifications and features based upon the appliance. Respondents shall propose appliances (Model, Brand) based upon available inventory and consistent with the specifications and features DCHA provided.

QUESTION 19: Can DCHA provide the estimated number of quantity per appliance per month?

DCHA RESPONSE: Yes, please see B.1.2 Historical Purchasing stated in the solicitation.

QUESTION 20: How are we to provide pricing for disposal and hourly labor?

DCHA RESPONSE: Contractors will not be compensated by hourly rates. All supplies and services will be compensated on a fixed price per unit basis. Respondents shall attach an additional "REFRIGERATOR" bid for "Item D. Disposal" as follows:

D. Disposal	Year One		Year Two	
	15.9 CU FT	17.0 CU FT	15.9 CU FT	17.0 CU FT

QUESTION 21: If appliance is defective and not covered under warranty because of consumer damage, will the contractor be required to repair and replace?

DCHA RESPONSE: No.

QUESTION 22: Must repair or replacement be initiated or completed within five (5) working days of notification by DCHA?

DCHA RESPONSE: Completed.

QUESTION 23: Are working days defined as Monday – Friday or Sunday – Saturday?

DCHA RESPONSE: Monday through Friday.

QUESTION 24: Would DCHA allow the contractor to order replacement parts as needed? Alternatively, would the manufacture warranty satisfy this requirement?

DCHA RESPONSE: The manufacturers' warranty can cover the period under warranty; however, property staff should initiate replacement part ordering. The solicitation does not include service.