



March 20, 2019

TO: Potential Offerors
FROM: Cora Shirai, Contract Manager
RE: Solicitation Addendum #1 to RFP 19-01 / Laundry Services

This correspondence serves as Addendum #1 to the subject Request for Proposal (“RFP”). Your response to this RFP should be governed by the content of the original RFP and the revisions / corrections / additions / clarifications provided in this addendum notice.

RFI No. 01

Q: Provide copies of daily linen delivery tickets between dates January 1st – December 31st 2018 for both KVMH, SMMH, and clinics as listed in the RFP.

R: The daily linen delivery tickets will be emailed to all interested parties.

RFI No. 02

Q: Linen pick up schedule at the Clinics is listed in the RFP as “once a week” and “every other week”. How will soiled Rental Linen be stored between pick up days?

R: The clinics have a designated storage room where dirty linen will be stored between pick up days.

RFI No. 03

Q: Provide additional details of Shrinkage Account.

R: The Shrinkage Account serves as a reserve. This is for goods that are deemed to have been damaged by the contractor for shrinkage and considered a loss. Losses will be charged against the shrinkage reserve account.

RFI No. 04

Q: Shall we include within our cost proposal, a line item cost for the “monthly storage” of emergency linen or will the “agreed upon monthly cost” be determined after contract awarded?

R: The monthly storage cost of emergency linen shall be included in the proposal.

RFI No. 05

Q: Provide list of all Customer Owned Goods (COG) listed in RFP Appendix A.

R: Customer owned goods will be labeled. COG includes but are not limited to residents clothing; KVMH curtains; and OB department linen which are labeled.

RFI No. 06

Q: Will customer be providing Sharps Container for “sharps” found in soiled linen?

R: We currently do not provide the laundry service provider with a sharps container. There has not been a reported incident in which sharps were discovered in soiled linen.