

Administrative Office
The John T. Gross Towers
1339 Allen Street
Allentown, PA 18102-2191

Phone: (610) 439-8678
Ext. 211

Fax: (610) 439-8884
TDD: (610) 439-1586

Executive Director
Daniel R. Farrell

June 24, 2020

Allentown Housing Authority
1339 Allen Street
Allentown, PA 18102

**Board of
Commissioners**
Donald
Senderowitz
Zachary
Matthews
Sandra Barnes
Julio A. Guridy
Fred Banuelos

RE: Addendum: 005:

1. Section 4 - New Prevailing Wage Rate, Floor Plan, and Bid Opening for Office Cleaning Contracts at:
 - Gross Towers Central Offices
 - Overlook Park Community Building
2. Section 15 - New Maintenance Rate Decision for:
 - Custodian
 - Lead Custodian

TO: Prospective Bidders

This Addendum shall be incorporated into the contract documents and shall take precedence over any instructions that conflict therein.

Addendum Instructions

The attached amendment document on the International e-Procurement web site titled **New Amendment No. 4** replaces the previous attached amendment titled *AMENDMENT NO. 4 – Questions and Answers*. This is the same document, but the Amendment No. in the original attachment is incorrect. The corrected attached amendment titled **New Amendment No. 4** must be signed and returned with your bid submission along with all other amendments (1, 2, 3, and 5).

Changes to Prevailing Wage Rates

Section 4 of Bid Document - Scope of Work, Page 1, Section I General Conditions for Office Cleaning Services, Item C-1. This specification references the Prevailing Wage Rate Requirements. These requirements are amended to reflect the industry standard for Custodians and Lead Custodians. The awarded contractor shall pay an employee working on this Office Cleaning Contract, at minimum, a combined rate which includes base salary and fringe benefits of:

Custodian - \$12.83 - Basic Hourly Wage plus Fringe

Lead Custodian - \$16.58 - Basic Hourly Wage plus Fringe

Gross Towers Administrative Offices – Floor Plan

Section 4 of Bid Document - Scope of Work, Page 24 Appendix IA Gross Towers Administrative Office: Floor Plan. The appendix included a site plan for Gross Towers. During a site visit, a new drawing was found and used. The new floor plan shall be distributed to all bidders as it may serve as a better representation of the space. Drawing is attached at the end of this document and is an estimate of the space and is not to scale.

No Changes to Bid-Opening

There has been no change to the bid-opening. The bid-opening will be held in our community room with social distancing guidelines in place.

Interested firms are requested to respond by proposal submission (satisfying the requirements of this Invitation) on or before **10:00 AM, prevailing time, Tuesday, July 7, 2020**, to be submitted to the **Housing Authority of the City of Allentown, PA, Gross Towers, 1339 W. Allen Street, Allentown, PA 18102**. The envelope should be clearly marked **“Office Cleaning Services”**.

Complete the following information and include one (1) copy of Addendum No. 5 with the Form of Bid.

Company: _____

By: _____

Print Name & Title: _____

Date: _____

Company Address: _____

SCOPE OF WORK

The intent of these specifications is that the facilities known as the Allentown Housing Authority (AHA) 1) Administrative Office, located at 1339 W. Allen Street, Allentown, Pennsylvania and 2) Overlook Park Community Building, 445 Hanover Avenue, Allentown, Pennsylvania will be professionally cleaned and neat at the start of every work day.

Because of ongoing modernization and revitalization projects, the Allentown Housing Authority reserves the right to amend the scope of this bid, remove portions of the sites from the service schedule, and prorate the payment schedule accordingly at any time during the term of the Contract.

I. GENERAL CONDITIONS

A. Preparation and Submittal of Bid

Refer to HUD-5369 (10/2002), *Instructions to Bidders for Contracts*, Section 2, for detailed instructions regarding bid preparation and submission.

1. The Bidder shall at all times observe and comply with all laws, ordinances, and regulations of the Federal, State, and Local Governments which may in any manner affect the preparation of proposals for the performance of the contract.
2. All pages of this solicitation shall be completed and returned with the Bidder's proposal.

B. Pricing

1. Minimum Bid Acceptance Period. No bid may be withdrawn for a period of **60 days** after the Bid Opening Date.
2. The Housing Authority of the City of Allentown, PA, is exempt from State and Federal taxes.
3. All discounts are to be included in bid prices. Prompt payment discounts will not be considered.
4. All prices shall be based on delivery to the destination indicated, including packaging charges.
5. Machines, equipment, and vehicles shall be fully assembled, serviced, and ready for use.
6. Construction and any service prices shall include all labor, tools, and materials needed to complete the work unless specified otherwise.
7. Upon request, previously awarded contracts are available for public review. However, financial information, such as financial statements and credit information, is strictly confidential and will not be accessible for public review.

C. Prevailing Wage Rates

1. The U. S. Housing Act of 1937, Section 12(a) mandates the payment of HUD-determined prevailing wage rates to all work classifications engaged in the operation of Public Housing Authority (PHA) low-income projects. **The HUD-approved Maintenance Wage Rate Decision for the Custodian and Lead Custodian work classification is recorded on HUD Form 52158 and is included in this solicitation Section 15: Pages 1.** In accordance with this legislation, the prevailing hourly wage rates for Bid No. 2020-009-900-50-4430023/2020-010-000-50-4430023 and the subsequently awarded contract are as follows:

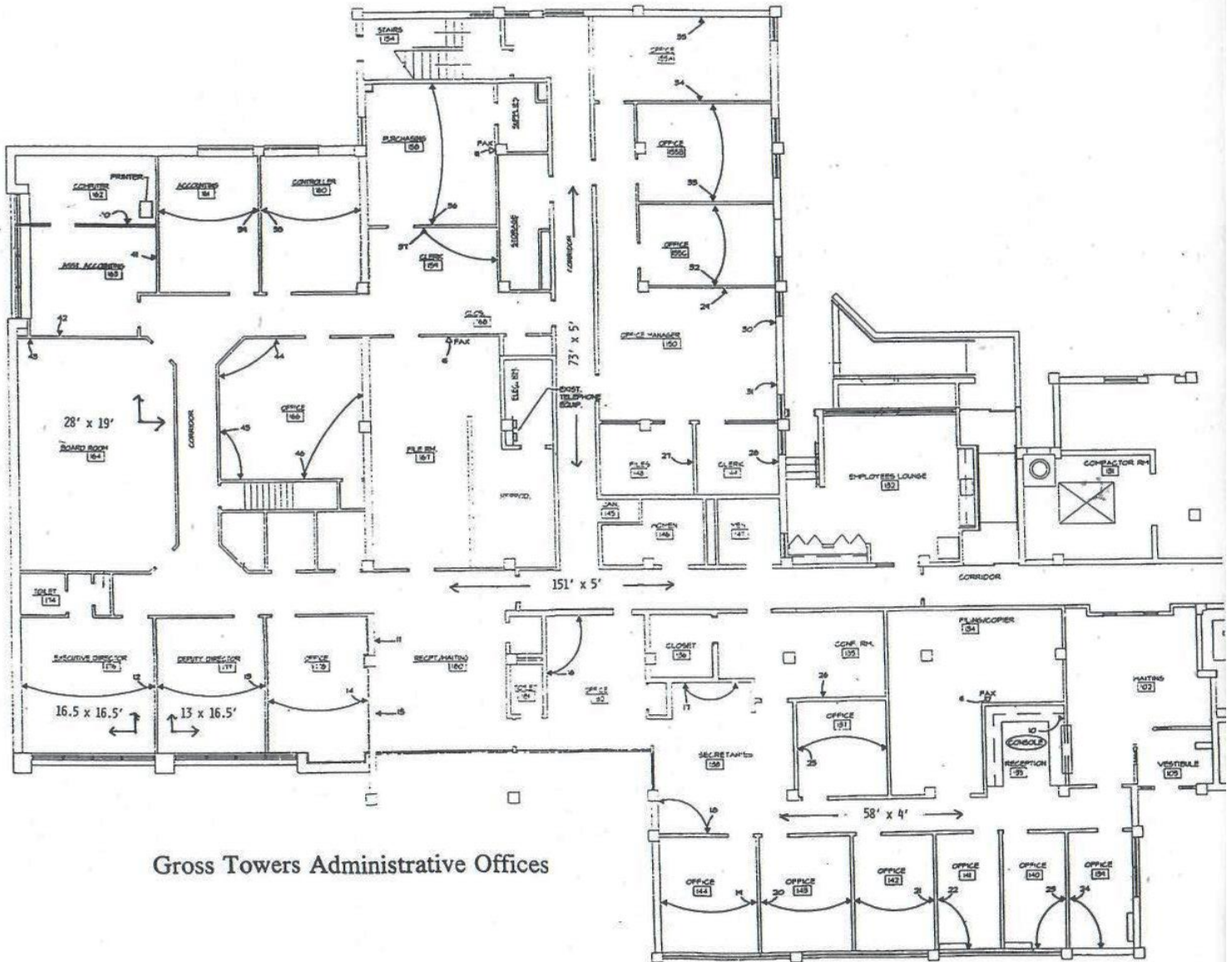
Custodian - \$12.83 - Basic Hourly Wage plus Fringe
Lead Custodian - \$16.58 - Basic Hourly Wage plus Fringe

Scope of Work

1339 Allen Street
Allentown, Pennsylvania 18102-2191

APPENDIX IA

Gross Towers Administrative Office: Floor Plan



Gross Towers Administrative Offices

Maintenance Wage Rate Decision	U.S. Department of Housing and Urban Development Office of Labor Relations	HUD FORM 52158 (06/2006)
Agency Name: Allentown Housing Authority 1339 Allen Street Allentown, PA 18102	LR 2000 Agency ID No: PA001A	Wage Decision Type: <input checked="" type="checkbox"/> Routine Maintenance <input type="checkbox"/> Nonroutine Maintenance
	Effective Date: July 1, 2020	Expiration Date: June 30, 2021
<p>The following wage rate determination is made pursuant to Section 12(a) of the U.S. Housing Act of 1937, as amended, (public housing agencies), or pursuant to Section 104(b) of the Native American Housing Assistance and Self-determination Act of 1996, as amended, (Indian housing agencies). The agency and its contractors may pay to maintenance laborers and mechanics no less than the wage rate(s) indicated for the type of work they actually perform.</p>		
<u>Eric Ramoth/Eric Ramoth/Sr. Lb Std. Spec.</u> HUD Labor Relations (Name, Title, Signature)		<u>06/23/20</u> Date
WORK CLASSIFICATION(S)	HOURLY WAGE RATES	
	BASIC WAGE	FRINGE BENEFIT(S) (if any)
Maintenance Laborer	\$15.57	\$10.54
Maintenance Aide	\$18.03	\$10.54
Maintenance Mechanic	\$20.48	\$10.54
Maintenance Mechanic M4 (4)	\$25.39	\$10.54
Groundskeeper	\$11.50	\$0.00
Elevator Constructor -Mechanic in Charge	\$45.09	\$20.23
Elevator Constructor - Mechanic	\$40.08	\$20.23
Vacant Unit Cleaner & Painter	\$15.51	\$0.00
Lead Custodian	\$16.25	\$0.33
Custodian	\$12.75	\$0.08
		<input checked="" type="checkbox"/> The agency employee benefit program has been determined by HUD to be acceptable for meeting the prevailing fringe benefit requirements. (HUD Labor Relations: If applicable, check box and initial below.) _____ LR Staff Initial
		FOR HUD USE ONLY LR2000: Log in: Log out:

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