

**The Philadelphia Parking Authority
701 Market Street, Suite 5400
Philadelphia, PA 19106**

**Bid No. 25-12
Car Wash and Detailing Services
Addendum Two**

To: See Email Distribution List

From: Shannon Stewart
Manager of Contract Administration

Date: May 16, 2025

No Pages: 2

This addendum is issued on May 16, 2025, prior to the bid due date to add, delete, modify, clarify and/or to respond to questions submitted by eligible Bidders regarding the work included in the above referenced solicitation.

QUESTIONS

1. **Question:** What kind of wash would you require or expect – a quick through car wash? Windows and vacuum? Hand wash only?

Response: Please refer to Part IV - Work Statement of the bid document.

2. **Question:** What time would your drivers need access to the car wash? After our standard hours (9am-5pm)? Weekends? Would they be scheduled or would your drivers just come and go as-needed?

Response: Authority personnel will utilize services 9:00 AM – 5:00 PM, Monday through Friday as needed.

3. **Question:** Would the drivers drive the vehicles through the car wash themselves, or would they be dropping off for our team to coordinate?

Response: Authority drivers will bring the vehicle to the facility and wait for services to be completed.

4. **Question:** Is there a specific way you'd want or need the washes tracked?

Response: As stated in IV-2 section C.1 subsection a for On-Street and C.2 subsection a for Airport Operations, Bidders must "describe your internal controls for verifying that only Authority vehicles are being serviced. Contractor will be required to confirm the vehicle being washed is an Authority vehicle."

5. **Question:** How would we get paid? As they go, or monthly?

Response: As stated in IV-2 section C.1 subsection b for On-Street and C.2 subsection b for Airport Operations, Bidders must "detail the process by which Authority personnel will access services, e.g., coupon books, AVI system, membership ID, monthly invoicing, etc.

6. **Question:** At what location is the fleet being stored?

Response: Most On-Street vehicles are stored at the Authority's Parkade on 8th Street garage. Airport Operations fleet is located at Philadelphia International Airport, 1 Main Toll Plaza, Philadelphia, PA 19153.

7. **Question:** Is it the responsibility of the bidder to transport the fleet vehicles to the location that they will be services and washed?

Response: No, the Authority will bring the vehicle to the car wash facility.

8. **Question:** Is this specifically for car washing on company site, or will you accept bids for mobile washing?

Response: As stated in IV-1 of the bid document, "Bidders must have a complete car wash facility capable of washing vehicles and providing full detailing services." Mobile washing will not be accepted.

END OF ADDENDUM TWO