



# Housing Authority of the City of Pittsburgh

Contracting Officer  
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**January 7, 2013**

## **Just In Time Suppliers RFP850-53-12**

### **ADDENDUM NO.1**

This addendum issued January 7, 2013 becomes in its entirety a part of the Request for Proposals RFP#850-53-12 as is fully set forth herein:

**Item 1:** Q: Is pricing able to be adjusted annually (or at what increments) during the term of the contract?

A: Pricing will be adjusted annually.

**Item 2:** Q: Are substitute or like products that meet form/function for HACP accepted?

A: Yes, equal to or better than will be accepted.

**Item 3:** Q: The Appliance Product Specs are missing from the bid. Can HACP provide a copy of these specs?

A: Yes, (**Attachment A**)

**Item 4:** Q: How is HACP going to award this bid? By section, line item, or all or none

A: Contracts will be awarded to the most responsive responsible bidder, that could be by section or line item.

**Item 5:** Q: On Attachment G – Firm Demographics; can you please provide the definitions for each category listed, i.e., what is associate versus professional, what is the difference between secretarial and clerical?

A: Choose the category that closes fits your company listing and provide the number of people in that job.

**Item 6:** Q: Can HACP please provide the excel version of the Fee Sheets?

A: No. Excel version will not be released.

**Item 7:** Q: Since this is an RFQ for products and not service is it necessary to fill out the information that pertains to contractors, such as General Information and Previous related experiences? We have been a supplier for HACP for many years.

A: Yes, all information is required to be filled out for the proposal to be deemed responsive and evaluated by the evaluation committee.

**Item 8:** Q: Is it necessary to have WBE/MBE participation for the electrical products we will be quoting?

A: Page 72 Section F reads:

**Minority and Women Business Participation Plan**

*HACP MBE and WBE Goals.* It is the policy of HACP to ensure that Minority Business Enterprises (MBEs) and Women-owned Businesses (WBEs) are provided maximum opportunity to participate in contracts let by HACP. In accordance with Executive Order 11625, HACP has established a minimum threshold of eighteen percent (18%) of the total dollar amount for MBE utilization in this contract. HACP has established a seven percent (7%) minimum threshold for participation of WBEs, and, HACP strongly encourages and affirmatively promotes the use of MBEs and WBEs in all HACP contracts. For these purposes, an MBE is defined as "any legal entity other than a joint venture, organized to engage in commercial transactions, that is at least fifty-one percent (51%) owned and controlled by one or more minority persons." Also, a minority person is defined as a member of a socially or economically disadvantaged minority group, which includes African-Americans, Hispanic-Americans, Native-Americans, and Asian-Americans. A WBE/MBE is defined as "any legal entity other than a joint venture, organized to engage in commercial transactions, that is at least fifty-one percent (51%) owned and controlled by a female.

**Proposals submitted in response to this solicitation MUST include an MBE/WBE participation plan which, at a minimum, demonstrates "Best Efforts" have been taken to achieve compliance with MBE/WBE goals. HACP's Procurement Policy defines "Best Efforts" in compliance with MBE/WBE goals to mean that the contractor must certify and document with its bid or proposal that it has contacted in writing at least ten (10) certified MBE/WBE subcontractors to participate in the proposed contract with HACP or lesser number if the contractor provides documentation that ten (10) certified MBE/WBE contractors could not be identified. Each contractor shall certify as to same under penalty of perjury and shall submit the back-up documentation with its bid or proposal. Any bid or proposal received from a contractor that does not contain such certification and back-up documentation acceptable to HACP may be deemed non-responsive by HACP.**

If you have any questions regarding the HACP MBE/WBE goals please contact Mr. Kim Detrick Procurement Director, by e-mail at [Kim.Detrick@HACP.org](mailto:Kim.Detrick@HACP.org) or by contacting him at Procurement Department, Housing Authority of the City of Pittsburgh, 100 Ross Street, 2<sup>nd</sup> Floor, Pittsburgh PA 15219, telephone (412) 456-5116 option 1. Proposals must demonstrate how the Offeror intends to meet or exceed these goals. Also, complete the table provided in **Attachment E** and include with your proposal

**Item 9: Q:** What is the time frame of this contract?

A: Page 2 of the RFP reads:

The Authority is contemplating the award of multiple contract(s) in the form of **Attachment A** through this solicitation process. The term of the agreements will be three (3) year initial term with the authority having the option to continue for two (2) additional one (1) year extension

**Item 10: Q:** What about freight of non-stock items?

A: All Items are to be Freight on Board Destination. No Charge.

**Item 11: Q:** Prices to be firm for how long before an escalator can be implemented?

A: Refer to Item #1.

**Item 12:** Prebid sign in Sheet. (Attachment B)

**Item 13:** The proposal due date is revised to Friday January 18, 2013. The time and location remain unchanged at 11:00AM at the HACP Procurement Dept., 100 Ross St. 2<sup>nd</sup> Floor, Suite 200, Pittsburgh, PA 15219

**END OF ADDENDUM NO. 1**

  
Mr. Kim Detrick  
Procurement Director/Contracting Officer

1-7-2013  
Date

**Attachment A**  
**Appliance Product Specs.**

## 17 Cu. Ft. Refrigerator Specs.

### **17 Cu. Ft. Refrigerator**

Color: White – scratch resistant porcelain surface

Capacity (Cu. Ft.): 16.50

Fresh Food Capacity (Cu. Ft.): 12.76

Front Rollers: Fixed

Rear Rollers: Yes

Toe Grille: Color Coordinated

Reversible Door: Yes

Door Stops: Yes

Door Gasket: White

Door Finish: Textured

Ice Maker: No

Refrigerator Controls: Single Knob Control

Lighting Design: Standard

A switch for the interior light shall be accessible for adjustment and servicing.

Sliding Shelves: Min, of Two (2) Interior Selves

Shelf Area: 15.1

Humidity Controls: Two (2)

Crispers: Two (2) Clear

Meat/Deli Drawer: Clear

Fixed Door Racks: One (1) Full Width White

## Freezer Conveniences

### **Freezer Capacity (Cu. Ft.): 3.74**

Fixed Shelves: One (1) Half Width

Fixed Racks: Two (2) Full Width White

Frost Free: Yes

Frozen food storage compartment must be 8 degrees F:

Automatically initiated defrost with automatic reset for both general food storage and frozen storage compartments.

Minimum of Two (2) plastic ice cube trays

Exterior Width: 28"  
Cabinet Width: 28"  
Exterior Depth: 26-5/8"  
Exterior Depth with Door Open 90 degree: 56  
Cabinet Depth: 26-5/8"  
Cabinet Depth (including door): 30" or less  
Cabinet Depth (including Handle): 31-3/8"  
Cabinet Height: 64-3/8"  
Exterior Height: 64-3/8"

**Electrical**

Condenser Type: Dynamic  
Voltage Rating: 120V/60 Hz/15 or 20A  
Connected Load (kW Rating) @120 Volts: 0.54 kW  
Power Supply Connection Location: Right Bottom Rear  
Three wire cord with a three prong attachment plug shall provide  
Grounding of the refrigerators and shall extend at least five (5)  
feet, but not more than nine (9) feet.

Energy Star Certified: Yes  
All Refrigerators must be uncreated and set in place  
All created material must be removed  
All Refrigerators must be Fully Assembled  
One Year limited warranty on parts and labor from original date  
of purchase.

Tailgate delivery call 412-456-5000 opt. 1 x8547 at least 24 hour in advance to  
arrange for delivery.

## 15 Cu. Ft. Refrigerator Specs.

### **15 Cu. Ft. Refrigerator**

Color: White – scratch resistant porcelain surface

Capacity (Cu. Ft.): 14.80

Fresh Food Capacity (Cu. Ft.): 11.01

Front Rollers: Fixed

Rear Rollers: Yes

Toe Grille: Color Coordinated

Reversible Door: Yes

Door Stops: Yes

Door Gasket: White

Door Finish: Textured

Ice Maker: No

Refrigerator Controls: Single Knob Control

Lighting Design: Standard

A switch for the interior light shall be accessible for adjustment and servicing.

Sliding Shelves: Min, of Two (2) Interior Shelves

Shelf Area: 13.4

Humidity Controls: Two (2)

Crispers: Two (2) White or Clear

Fixed Door Racks: Yes

### Freezer Conveniences

Freezer Capacity (Cu. Ft.): 3.74

Fixed Shelves: 1 Half Width

Fixed Racks: 2 Full Width White

Frost Free: Yes

Frozen food storage compartment must be 8 degrees F:

Automatically initiated defrost with automatic reset for both general food storage and frozen storage compartments

Minimum of two plastic ice cube trays

Electro mechanical time no circuit boards

### **Exterior Dimensions:**

Exterior Width: 28"

Cabinet Width: 28"

Exterior Depth: 26-5/8"

Exterior Depth with Door Open 90degree: 56  
Cabinet Depth 26-5/8"  
Cabinet Depth (including Door): 30" or less  
Cabinet Depth (including Handle): 31-3/8"  
Cabinet Height: 59-3/8"  
Exterior Height: 59-3/8"

**Electrical**

Condenser Type: Dynamic  
Voltage Rating: 120V60Hz/15 or 20A  
Connected Load (kW rating) @120 Volts: 0.54 kW  
Power Supply Connection Location: Right Bottom Rear  
Three Wire cord with a three prong attachment plug shall provide  
Grounding of the refrigerators and shall extend at least five (5)  
Feet, but not more than nine (9) feet

Energy Star Certified: Yes  
All Refrigerators must be uncreated and set in place  
All created material must be removed  
All Refrigerators must be Fully Assembled  
One Year limited warranty on parts and labor from original date  
Of purchase

Tailgate delivery call 412-456-5000 opt. 1 x8547 at least 24 hours  
In advance to arrange for delivery



### 30" Gas Ranges Spec.

#### Gas Freestanding 30" Range:

Color: White – scratch resistant porcelain surface

Cooktop: Sealed Burner

Drawer: Broiler

Clock: No

Viewing Window: No

#### Exterior Dimensions:

Width: 30" or less

Depth: 26" or less

Height: 48" or less

Gas Supply connection location: Centerline lower rear

Power Supply connection location: Centerline lower rear

#### Burner Output:

Front Right Burner (BTU): at least 9,000 BTU

Front Left Burner (BTU): at least 9,000 BTU

Rear Right Burner (BTU): at least 9,000 BTU

Rear left Burner (BTU): at least 9,000 BTU

#### Cooktop Features:

Burner/Elements: Must have four (4)

Grates: APEX

Grates Material: Porcelain enameled cast iron steel

Grates Color: Black

Cooktop Control Type: knobs push and turn safety knobs

Ventilation: No

Light: No

#### Oven Features:

Oven interior width: 30" or less

Oven interior depth: 26" or less

Self Cleaning: No

Must have two (2) racks

Oven shall be provided with a vent designed to deflect moisture and fumes away from the wall behind the range.

Mechanical Thermostat Controls

Broiler Element Location: Bottom

4.2 cu. Ft. bottom drawer broiler with pan/grill

Baking System: Advanced Bake

Broil Element (BTU): 13,500

Broiling Section: The broiling section shall be either of the drop Door type, pullout type or of the swing-door type. Stops shall be provided so that oven racks cannot be completely pulled out by accident.

Interior Oven Light: Yes

Technical Details:

ADA Compliant: No

Ignition Type: Automatic Electronic ignition. All burners shall be equipped with a means for automatic ignition of the gas. Failure of the oven burner pilot shall activate a means for shutting off gas to the oven burner.

LP Conversion: Yes

Voltage Rating: 120/60Hz/15A

All ranges must be uncreated and set in place

All created material must be removed

All ranges must be Fully Assembled with back splashier attached. Back splashier must be at least four inches higher than the top cooking surface and extending the full width of the range top.

One Year limited warranty on parts and labor from original date of purchase.

Tailgate delivery call 412-456-5000 opt. 1 x 8547 at least 24 hours in advance to arrange for delivery.

20" Gas Rang Specs.

Gas Freestanding 20" Range:

Color: White – scratch resistant porcelain surface

Cooktop: Sealed Burner

Drawer: Broiler

Clock: No

Viewing Window: No

Dimensions:

Width 20"

Depth: 26" or less

Height: 45" or less

Burner Output:

Set 1 Qty: 2

Set 1 Output: at least 9,000 BTU

Set 2 Qty: 2

Set 2 Output: at least 9,000 BTU

Cooktop Features:

Burner/Elements: Must have four (4) with porcelain enameled

Cast iron grate

Cooktop Control Type: knobs push and turn safety knobs

Ventilation: No

Light: No

Oven Features:

2.6 cu ft oven capacity

Temperature range of 250F to 500F

Self Cleaning No

Delay Bake: No

Broiler Element Location: Bottom

1.3 cu ft bottom drawer broiler with pan/grill

Interior Oven Light: Yes

Racks: Must have two (2)

Oven Vents shall be provided with a vent designed to deflect moisture fumes away from the wall behind the range.

Mechanical Thermostat Control

**Attachment B**  
**Pre-bid Sign In Sheets**

# PRE-BID SIGN IN SHEET

Project Name and Number RFP850-53-12 Just In Time Inventory Suppliers			Date Issued December 17, 2012	Due Date: Jan. 11, 2013	Pre Bid Meeting January 3, 2013	
Company Name	Company Address	Phone Number	Fax Number	E-Mail	Representative	
H/D Supply Facilities Maint	117 Cave Ct McDonald Pa 15057	412-559-0164	877-799-1126	Vincent Carrie@ HDSupply.com	Vince Carrie	
UNIVAR USA	901 Academy View Dr Pittsburgh PA 15205	412-788-8520	412-788-4234	william.combs@ univarusa.com	Bill Combs	
Low Country Building Solutions	18 E. Amanda St Pittsburgh, PA 15210	(412)-608-5509	(412) 530 3735	Mona @ lowcountryres.com	Mona Minnie	
H.A.C.P.	301 Kierstead St.	(412) 456-5000 X 8507	(412) 456-5047	Tim.Hackel@hacp.org	Tim Hackel	
HACCP	100 Ross St 2nd Fl.	412-456-5000 X 8548	412-456-5007	beasaf@hacp.org	Jan A. Benson	
HACCP	100 Ross St 2nd Fl	412-456-5080 X 8526	412 456 5007	Needle@hacp.org	Needle@hacp.org	

**Project Name and Number**

**Date Issued**  
December 17, 2012

**Due Date:**  
**Jan. 11, 2013**

**Pre Bid Meeting**  
**January 3, 2013**

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