



# Housing Authority of the City of Pittsburgh

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January 6, 2015

## **CARBON MONOXIDE DETECTORS AUTHORITY WIDE IFB # 300-38-14**

### **ADDENDUM NO.3**

This addendum issued January 6, 2015 becomes in its entirety a part of the Invitation for Bid IFB #300-38-14 as is fully set forth herein:

**Item 1:** Q: Section II.22A.4.1 Minority and Women Business Participation Plan states there is 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". It goes on further to state that "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"

I would like to request clarification regarding the MBE/WBE Goals, are the above thresholds for MBE/WBE participation mandatory for this IFB? And will a bid respondent automatically be deemed non responsive for this IFB if they are unable to comply with the threshold and provide the Housing Authority of the City of Pittsburgh with a Minority and Women Business Participation Plan?

**A:** As per Section II.22.A.4.1


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 and ten (10) certified WBE subcontractors to participate in the proposed contract with 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.**

Also, complete the table provided in **Attachment 16** and include with your bid. Bids must also include copies of MBE and/or WBE certification AND signed commitment letters (sample included as **Attachment 14**) for each MBE/WBE firm identified.

**Item 2:** The proposal due date remains unchanged at Tuesday, January 13, 2015 at 11:00 AM, at the HACP Procurement Dept., 100 Ross St. 2<sup>nd</sup> Floor, Suite 200, Pittsburgh, PA 15219.

**END OF ADDENDUM NO. 3**

  
Mr. Kim Detrick  
Procurement Director/Contracting Officer

1-6-15  
Date