



Housing Authority of the City of Pittsburgh

Contracting Officer
100 Ross Street
2nd Floor Suite 200
Pittsburgh, PA 15219
(412) 456-5248
Fax: (412) 456-5007
www.hacp.org

October 13, 2015

Design of The Annual Report (2014) 3 Quote Bid

ADDENDUM NO.1

This addendum issued October 13, 2015 becomes in its entirety a part of the 3 Quote Bid as is fully set forth herein:

- Item 1:** Q: Is it possible to see a few digital copies of the past annual reports?
A: The annual report can be downloaded off the website. Posted under "Public Information."
- Item 2:** Q: How many pages will the new report be?
A: 16 –page plus cover booklet (print on both sides).
- Item 3:** Q: Is there a budget for this effort?
A: The budget will not be released as part of this procurement.
- Item 4:** Q: Who was the incumbent?
A: Maguire Anderson
- Item 5:** Q: What was the previous vendor paid for the annual report design?
A: This is a "Right to Know Request". You can download this form from our website under Public Information and send the request to the Open Records Office, James Harris, General Counsel.

Item 6: Q: Can out of state vendor apply for this project? Will there be any onsite meetings?

A: Yes, an out of state vendor can apply for this project. There will not be any onsite meetings.

Item 7: Q: Instead of faxing, can quotes be e-mailed?

A: Yes, it is acceptable to e-mail in the completed bid as long as it is in by the correct date and time deadline. HACP strongly suggests following-up with a fax or e-mail for confirmation of receipt.

Item 8: The proposal due date is changed to October 16, 2015 and the time remains unchanged at 11:00 AM.

END OF ADDENDUM NO. 1



Mr. Kim Detrick
Procurement Director/Contracting Officer

10/13/15

Date