Housing Authority of the City of Pittsburgh

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February 17, 2016

Development of New HACP Website, Website Hosting & Maintenance Services Rebid

RFP# 800-50-16REBID

ADDENDUM NO. 5

This addendum issued February 17, 2017 becomes in its entirety a part of the Request for Proposals RFP#800-50-16REBID as is fully set forth herein:

Item 1: **Q:** Is HACP expecting a fixed price or time and materials bid.

A: **Fixed, provided in accordance with the fee sheet included in the RFP.**

Item 2: **Q:** What is the current Active Directory being used?

A: **Microsoft Active Directory at Functional Level 2012**

Item 3: **Q:** In reference to Access Logs I Analytics in Section II: "Content Management System should include a tracking system that allows Web Master and designated users to access data about site usage, including tracking user log-ins and activity." Does this need to be a function of the CMS or can this feature be provided by another service?

A: **It can be a function of the CMS, but does not have to be. However, this service must be included within the scope and reflected in the fee.**

Item 4: **Q:** Vendor Activity Monitoring: Will the system need the requirement to automatically logout a user after a period of inactivity?

A: **Yes.**

Item 5: **Q:** Procurement Notification: Does HACP currently have a SMTP email server? If so, would HACP be willing to consider a different solution?

A: **Google is the current HACP e-mail provider. HACP has an internal e-mail relay not available outside of our firewall. HACP currently uses AWS as a mail forward service for several websites. HACP would be open to other options with the additional requirement that the proposed service provide**

advantages to the AWS service at a comparable or better price and that HACP would be able to direct the existing sites to the new service.

Item 6: **Q:** Management Reporting: Do the reports need to include any charts or graphics?

A: **Yes. We prefer reports that include charts that chart traffic.**

Item 7: **Q:** Can HACP confirm that the landlord's hub referenced on page 8 is the same as the landlord portal referenced on page 13?

A: **The Landlord Hub refers to a sub-menu of the website that includes information specifically for landlords: http://www.hacp.org/business-opportunities/landlord-resources; The Landlord Portal refers to the back-end of the website, where landlord can log in and manager their property listings**

Item 8: **Q:** Content Migration: How many pages of content are behind password protected areas? Vendor login, landlord log in, etc.

A: **Approximately 200.**

Item 8: **Q:** Content Migration: How many user records exist?

A: **Approximately 5,000.**

Item 9: **Q:** Training Hub: Is the human resources site referred in this section the same as the intranet website?
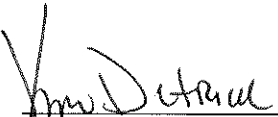
A: **The HR section referenced includes info contained on this sub page: http://www.hacp.org/careers; Intranet will be an additional function**

Item 10: **Q:** Could you please share the budget range? This information will better help us determine deliverables that we can offer.

A: **That information cannot be provided at this time.**

Item 11: The proposal due date, time and location remain unchanged at February 24, 2017 at 10:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

END OF ADDENDUM NO. 5

Mr. Kim Detrick
Procurement Director/Contracting Officer

2-17-17
Date