



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

March 30, 2015

Housing Quality Standard (HQS) and Uniform Physical Conditions Standard (UPCS) Inspections RFP#400-13-15

ADDENDUM NO.2

This addendum issued March 30, 2015 becomes in its entirety a part of the Request for Proposals RFP#400-13-15 as is fully set forth herein:

Item 1: Q: From the information in the RFP it appears that UPCS inspections are scheduled and conducted in much the same way as HQS inspections. Is this assessment accurate?

A: HQS and UPCS inspections are for different programs and have different requirements concerning inspection items. Scheduling should follow the steps outlined in the scope. The inspections should be conducted in accordance with HUD regulations.

Item 2: Q: Are UPCS units currently inspected as individual units or on a per Amp basis?

A: UPCS inspections are scheduled by unit but generally within the same community.

Item 3: Q: Are the services requested in this RFP currently contracted? If yes, who is the current contractor?

A: Yes. McCright and Associates.

Item 4: Q: If these services are currently contracted what are the current fee's for HQS inspections and UPCS inspections.

A: This information will not be provided as part of this RFP.

Item 5: Q: Is it permissible to hand deliver notifications to the UPCS PHA units by hand or must they be mailed as with HQS inspections?

A: Must be mailed as with HQS inspections (as outlined in scope)

Item 6: Q: What constitutes a “passing” UPCS inspection on a per unit basis as described in Scope of Services item D- 2.

A: Vendor should familiarize themselves with UPCS inspection requirements. Information can be found by searching the HUD website at www.hud.gov

Item 7: Q: For PHA units, are UPCS inspections coordinated with the maintenance department to gain entry to the unit and possibly make emergency repairs during the inspection?

A: Site Management will provide key access at the beginning of the inspection process. Inspector will be required to return the key at the end of each day.

Item 8: Q: What are the most recent REAC scores on a per amp basis?

A: This information will not be provided as part of this RFP

Item 9: Q: What are the most recent inspection related SEMAP scores?

A: The HACP is an MtW agency and as such its HCV Program is exempt from SEMAP reporting performance measures.

Item 10 Q: We understand that HACP currently uses Emphasys Elite as the MIS. Does this system currently use the Inspection Module?

A: Yes

Item 11 Q: Is it possible that the contractor might directly input all inspection data to the MIS using the “batch” method thereby creating a permanent record of all inspections as they occur in real time or near real time for all users to see?

A: No. HACP will provide the contractor with the units to be inspected for HCV. For LIPH, there is an API to support this approach. If contractor is willing to write to the API this could be an option.

Item 12 Q: Will HACP provide office space within its buildings for the contractor?

A: No.

Item 13 Q: Can HACP provide a copies of the HQS and UPCS Procedure Manuals and the Admissions and Continued Occupancy Plan, either at or prior to the Pre-bid Conference?

A: A copy of the HACP HCV Admin Plan Chapter 8 – Housing Quality Standards and Rent Reasonableness Determinations is available on the HACP web page.

Item 14 Q: What are the current HUD ratings for the HACP Housing Choice Voucher and Public Housing Management programs?

A: High

Item 15 Q: Section G-15 requires a quality control program that meets or exceeds requirements listed in 24 CFR 985.2, et seq. It is our understanding that current operation plans require QC inspections of 10% of all inspections. Is HACP amenable to a QC plan that exceeds minimum requirements but is less than current practice?

A: Yes.

Item 16 Q: Can HACP provide a detailed property breakdown for all Amps and LIHTC properties including building types, unit types and counts prior to or at pre-bid conference?

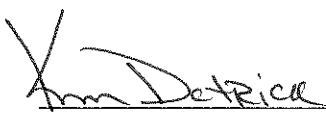
A: LIPI building types include: hi-rise, row house, three story walk ups, duplex, single family homes. Bedroom sizes include: 0, 1, 2, 3, 4, 5. LIHTC properties are not included in this RFP.

Item 17 Q: Section II Scope of Services, Item 8 implies that the Inspection Department will issue intent to terminate notices. Is this correct? Usually Intent to Terminate services is decided by occupancy.

A: The contractor and not the HACP Inspection Department will be issuing "Notice of Failure" notices. Termination notices will not be issued by the Vendor. They will be issued by HACP.

Item 18: The proposal due date, time and location remain unchanged at 10am April 6, 2015, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

END OF ADDENDUM NO. 2


Mr. Kim Detrick
Procurement Director/Contracting Officer

MARCH 30, 2015
Date