



# Housing Authority of the City of Pittsburgh

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## February 20, 2018 Just-In-Time Inventory Suppliers RFP #850-10-18

### ADDENDUM NO. 4

This addendum issued February 20, 2018 becomes in its entirety a part of the Request for Proposals RFP #850-10-18 as is fully set forth herein:

- Item 1:**      Q:      Who are the current suppliers for the Janitorial(110) section of the RFP-10-18?  
                 A:      The current contract has the following vendors:  
                         a.) Grainger  
                         b.) AGF Company  
                         c.) HD Supply  
                         d.) Masterwork Paint  
                         e.) LM Colker
- Item 2:**      Q:      Are past awarded bid results for Janitorial(110) available?  
                 A:      You must file a Right to Know Request. The Right to Know Request contact and form can be found on our website ([www.HACP.org](http://www.HACP.org)) on the contact tab under Open Records Officer.
- Item 3:**      Q:      In the janitorial section there are items with manufacturer names specified and items without a manufacturers name or number.  
                         a) Can I quote a sub that is of equal quality and specification on the same line as the spec item?  
                         b) How do I bid the spec item AND an alternate item.  
                         c) Are samples and or product information required for substituted items at time of bid submission?  
                         d) Pricing unit is always 1 when no quantity or size of the product is given to price should we price as each and at our discretion of container size? ( example would be item 110-3610 ask for Floor Product Spray Buff Cleaner Restorer) this could be quoted in qts,gallons, or pails There are a number of products without package size listed to quote on.  
                         A:      a) HACP will accept items that are equivalent to the items listed in the Catalog  
                                 b) When submitting alternatives please insert a separate page referencing HACP's Item number with the same information columns from Attachment 1 - Just-In-Time Catalog  
                                 c) No.  
                                 d) Yes, but you must indicate those quantities on your fee sheet.

**Item 4:** Q: How are factory imposed price increases handled over the course of the contract? Since most manufacturers have annual increases, can these increases be passed along and the contract price adjusted?

A: Vendors may implement a price increase on the anniversary dates of the contract.

**Item 5:** Q: When a specific manufacturer and/or part # is listed on a line item, can an alternate equal item be quoted?

A: Yes, HACP will accept items that are equivalent to the item listed in the Catalog

**Item 6:** Q: Will physically small items and small dollar items be ordered in bulk?

A: Items will be ordered on an as needed basis or whatever method is most advantageous to the Authority.

**Item 7:** Q: How long must the prices be good for?

A: Please see Item 4.

**Item 8:** Q: Pricing changes based on quantities. Freight costs can be waived with quantities and dollars?

A: HACP is looking for Freight on Board(F.O.B.) Destination.

**Item 9:** The proposal due date is changed to February 27, 2018 at 11:00 AM, time and location remain unchanged at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

**END OF ADDENDUM NO. 4**



Mr. Kim Detrick  
Procurement Director/Chief Contracting Officer

2-20-18

Date