



Housing Authority of the City of Pittsburgh

Contracting Officer
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February 21, 2019

Printing of Recertification Packet plus Accompanying Envelopes 3 Quote Bid

ADDENDUM NO.2

This addendum issued February 21, 2019 becomes in its entirety a part of the 3 Quote Bid as is fully set forth herein:

Item 1: Q: The bid prior had all pages needing a perf for easy tear off? will that be required again this year?

A: Yes.

Item 2: Q: The bid has all pages at 8.5 x 11 but when we print the sample out the "housing choice voucher" is a 8.5 x 14 sheet?

A: The 8.5" x 14" sheet should be resized to be split in half and form two 8.5" x 11" pages.

Item 3: Q: The Recertification document has a total of 34 pages. To make it work for a 8.5" x 11" multiple page booklet (from 11 x 17), we need pages in groups of 4 so in this case, it should be a total of 36 pages. Can we add 2 more "blank note" pages to complete the book or, do you have 2 more pages of info that can be added. The cover is not affected because we count that separately

A: Add 2 more "blank note" pages.

Item 4: Q: We noticed that within the Recertification document, pages 17 and 18 are 8.5" x 14". Do we shrink the image down to 8.5" x 11" to make it fit.

A: No. The page should be resized so that the fold goes down the center of the page, breaking the image in half and making two (2) 8.5"x11" pages.

Item 5: The proposal due date, time, and location remain unchanged at February 27, 2019 at 10:00 AM, 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/Chief Contracting Officer

2-21-19

Date