



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 22, 2019

Professional Architectural and Engineering Services RFQ #600-19-19

ADDENDUM NO.1

This addendum issued March 22, 2019 becomes in its entirety a part of the Request for Qualifications RFQ #600-19-19 as is fully set forth herein:

Item 1: Q: In the Request for Qualifications of the City of Pittsburgh, RFQ 600-19-19 , under F. Minority and Women Business Participation, the proposal includes the following:

“Proposals submitted in response to this solicitation MUST include an MBE/WBE participation plan which, at a minimum, demonstrates "Best Efforts" have been taken to achieve compliance with MBE/WBE goals. HACP's Procurement Policy defines "Best Efforts" in compliance with MBE/WBE goals to mean that the Offeror must certify and document with its bid or proposal that it has contacted in writing at least ten (10) certified MBE/WBE subcontractors to participate in the proposed contract with HACP or lesser number if the Offeror provides documentation that ten (10) certified MBE and ten (10) certified WBE subcontractors could not be identified. Each Offerer shall certify as to the same under penalty of perjury and shall submit the back-up documentation with its bid or proposal. Any bid or proposal received that does not contain such certification and back-up documentation acceptable to HACP shall be deemed non-responsive by HACP.”

Is this for contractors and not A/E firms? We do not have 10 positions for professional WBE and 10 positions for professional MBE

A: No. This is for all potential offerors that are submitting proposals to this RFQ. Please fully read Section F as this section pertains to Minority-owned Business Enterprises (MBE) and Woman-owned Business Enterprise (WBE) participation, not Firm Demographics.

Item 2: Q: If our team is composed mainly of WBE and MBE and we have sent Letter of Intent that the WBE and MBE signed in agreement is that acceptable?

A: HACP will accept signed letters of agreement between any prime and a certified MBE and/or WBE. Offerors should include the certifications of their MBE/WBE sub in their proposals.

Item 3: Q: In Section II, Scope of Services, page 3, there is a statement that the contract will be "an A/E at Risk Contract", where 15% of the A/Es proposal on each task order will be set aside to be applied to any change order.

This appears to assume that any change order is the responsibility of the A/E, and not an "unforeseen condition" or some other original condition discrepancy that is not the responsibility of the A/E. Is this statement by HACP making the assumption that ALL change orders are the responsibility of the A/E? That NO change orders will be evaluated for any purpose other than for the A/E to pay for them?

A: 15% of the A/E proposal on each task order will be set aside to be applied to change orders that are related to A/E design errors and omissions.

Item 4: Q: Does this also imply that the A/E should include, in their Task Order proposals, a 15% "contingency"?

A: No. A/E should take responsibility for their design/ contract documents - which is not "contingency."

Item 5: The proposal due date time and location remain unchanged at April 4, 2019, at 10:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

END OF ADDENDUM NO. 1



Mr. Kim Detrick

Procurement Director/Chief Contracting Officer



Date