



# Housing Authority of the City of Pittsburgh

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**June 4, 2020**

## **Record Storage Management for Business Records and Computer Media RFP #250-01-20**

### **ADDENDUM NO. 7**

This addendum issued June 4, 2020 becomes in its entirety a part of the Request for Proposals RFP #250-01-20 as is fully set forth herein:

**Item 1:** In response to the COVID-19 Pandemic, HACP will also accept online submissions for this Request for Proposals in addition to accepting submissions at our 100 Ross Street office. For respondents wishing to submit online, please go to the following web address to upload documents:

#### **[RFP #250-01-20 Record Storage Management for Business Records and Computer Media](#)**

Please include your name and email address when prompted before submitting, and upload all relevant documents in the same document (Technical & Fee Proposal). Formatting for online submission should be organized in the same manner as if submitting the information via CD or flash drive. The title of the uploaded proposal as follows:

**[Full Company Name]\_RFP #250-01-20\_Technical Proposal**  
**[Full Company Name]\_RFP #250-01-20\_Fee Proposal**

In the unlikely event your proposal is too large to be uploaded as a single file, add: \_Part-1, \_Part-2... etc. to the end of the file name.

**Item 2:** In addition to the electronic submittal above, the Housing Authority of the City of Pittsburgh will be accepting physical proposals dropped off in person only from 8:00 AM until the closing time of 10:30 AM on June 16, 2020 in the lobby of 100 Ross St. Pittsburgh, PA 15219. Proposals may still be mailed via USPS at which time they will be Time and Date Stamped at 100 Ross Street 2nd Floor, Suite 200, Pittsburgh, PA 15219. All proposals must be received no later than June 16, 2020 at 10:30 a.m., regardless of the selected delivery mechanism.

**Item 3:** The proposal due date and time are changed to June 16, 2020 at 10:30 a.m., location remains unchanged at HACP Procurement Dept., 100 Ross St. 2<sup>nd</sup> Floor, Suite 200, Pittsburgh, PA 15219.

**END OF ADDENDUM NO. 7**

*Kim Detrick*

Kim Detrick (Jun 3, 2020 19:46 EDT)

Mr. Kim Detrick  
Procurement Director/Chief Contracting Officer

Jun 3, 2020

Date