



# Housing Authority of the City of Pittsburgh

Contracting Officer  
100 Ross Street  
2<sup>nd</sup> Floor Suite 200  
Pittsburgh, PA 15219  
(412) 456-5248  
Fax: (412) 456-5007  
www.hacp.org

**December 18, 2020**

## **Salary Survey Rebid RFP #650-33-20-REBID**

### **ADDENDUM NO.3**

This addendum issued December 18, 2020 becomes in its entirety a part of the Request for Proposals RFP #650-33-20-REBID as is fully set forth herein:

**Item 1:** Q: Is this re-bid the same as the original RFP? Are there any significant differences other than the submission date?

**A: No changes have been made to the original RFP**

**Item 2:** Q: Can you clarify why the Authority is doing this as a rebid? Were any proposals received for the original RFP?

**A: HACP did not receive any proposals on the initial RFP. This rebid was issued to increase outreach for the RFP.**

**Item 3:** Q: How many employees would be included in the scope of the study (for the 100 position titles)?

**A: There are approximately 300 employees, some who share the same title. The 100 titles listed is a representation of positions throughout the Agency and from each Grade**

**Item 4:** Q: Are you requiring Section 3 participation?

**A: All bidders must complete the Section 3 Opportunities plan and pick a Tier to be deemed responsive.**

**Item 5:** Q: Is a budget established for your project, or a range of expected cost? If so, can you indicate the amount?

**A: A budget has been established that aligns with the requested deliverables. That information will not be shared publicly.**

**Item 6:** Q: On page 10, there is reference to CLPHA agencies. Are you anticipating that all members would be included in your labor market or a cooperatively selected number of them?

**A: A cooperatively selected number as well as the sharing of recent surveys conducted that are applicable to our RFP.**

**Item 7:** Q: For this RFP, it appears there are about 100 non-union titles to be included. Can you indicate how many employees would be included as part of the study?

**A: Of the 100 titles provided the goal is to obtain market rates for at least 75% of those titles with representation from each of the 10 Grades.**

**Item 8:** Q: Are you able to indicate why you are doing this as a re-bid?  
A: **Please see Item 2 above.**

**Item 9:** Q: The Technical part of the proposal lists attachment letter K – fee sheet, but HACP also asks for a Fee Proposal document as a separate document from the Technical Document

Is HACP simply requesting that the Fee Sheet be a separate document, and not included in the contents of the Technical document?

**A: Yes. Offerors should separate Attachment K and label it RFP #650-33-20-REBID\_Fee Proposal when uploading the document. Do not include your fees with your technical proposal.**

**Item 10:** The proposal due date, time, and location remain unchanged at January 5, 2021 at 10:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

**Item 11:** The Housing Authority of the City of Pittsburgh will **only be accepting physical proposals dropped off in person from 8:00 AM until the closing time of 10:00 AM on January 5, 2021** in the lobby of 100 Ross St. Pittsburgh, PA 15219. Proposals may still be submitted electronically: [RFP #650-33-20-REBID Salary Survey Rebid](#) and 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 at the above address no later than January 5, 2021 at 10:00 a.m., regardless of the selected delivery mechanism.

**END OF ADDENDUM NO. 3**

*Kim Detrick*

Kim Detrick (Dec 20, 2020 10:42 EST)

Mr. Kim Detrick  
Procurement Director/Chief Contracting Officer

Dec 20, 2020

Date