



Housing Authority of the City of Pittsburgh

Contracting Officer
100 Ross Street, 2nd Floor Suite 200
Pittsburgh, PA 15219
(412) 456-5116
www.hacp.org

June 4, 2021

Janitorial Services at Various HACP Locations Resident Businesses Only IFB #250-23-21

ADDENDUM NO. 1

This addendum issued June 4, 2021 becomes in its entirety a part of the Invitation for Bid IFB #250-23-21 as is fully set forth herein:

Item 1: Q: Can you define resident owned business?
 A: Please See Below:

List of Required Documents for Resident-Owned Businesses

- I. Certification that the business is a legally formed business.**
- II. If applicable, the business will submit a certified copy of its corporate charter or other organizational document that verifies that the business was properly formed in accordance with state law.**
- III. Certification that the business is a resident-owned business as defined in the Code of Federal Regulations:**
 - A. A Resident-Owned Business is defined in the 24 Code of Federal Regulations part 963.5 as; “Any business concern which is owned and controlled by public housing residents. (The term “resident-owned business” includes sole proprietorships.) For purposes of this part, “owned and controlled” means a business:**
 - 1. Which is at least 51 percent owned by one or more public housing residents; and;**
 - 2. Whose management and daily business operations are controlled by one or more such individuals.**
 - B. All securities which constitute ownership or control of a corporation for purposes of establishing the business as a resident-owned business shall be held directly by the public housing residents. No securities held in trust, or by any guardian for a minor, shall be considered as held by the public housing resident in determining the ownership or control of a corporation.**

(57 FR 20189, May 11, 1992, as amended at 61 FR 5215, Feb. 9, 1006)

IV. Disclosure listing all owners of the business and each owner's percentage of ownership interest in the business.

V. Disclosure listing all individuals who possess the power to make the day to day, as well as major, decisions on matters of management , policy, and, operations.

VI. Identify all owners who are not public housing residents.

VII. Disclose any relationship that these owners and officials may have to a business (resident or non-resident owned) engaged in the type of business activity with which the resident owned business is engaged. For this purpose "relationship" means employment by, or having an ownership interest in, a business.

VIII. Submission of evidence to verify that the owner or owners identified as public housing residents reside within public housing of the PHA.

IX. Submission of a certification as to the number of contracts awarded, and the dollar amount of each contract award received under the alternative procurement process.

Item 2: Q: What is satisfactory as far as MBE/WBE participation?
A: **Please see Pages 10 & 11 in the IFB.**

Item 3: Q: Is this bid competitive? Will it be awarded to lowest bidder?
A: **Yes. Please see Page 37 in the IFB.**

Item 4: The bid due date, time, and location remain unchanged at June 24, 2021 at 9:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

Item 5: The Housing Authority of the City of Pittsburgh will **only be accepting physical bids dropped off in person from 8:00 AM until the closing time of 9:00 AM on June 24, 2021** in the lobby of 100 Ross St. Pittsburgh, PA 15219. Bids may still be submitted electronically: <https://www.dropbox.com/request/WpuCL78FD2XCI3IYLQIv> 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 bids must be received at the above address no later than June 24, 2021 at 9:00 AM regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 1

Kim Detrick
Kim Detrick (Jun 4, 2021 09:00 EDT)

Mr. Kim Detrick
Procurement Director/Chief Contracting Officer

Jun 4, 2021

Date






Addendum #1 Janitorial Services for Various HACP Location Resident Businesses Only

Final Audit Report

2021-06-04

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