



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

July 18, 2022

Pre REAC Annual Inspection Services Authority Wide IFB #300-08-22

ADDENDUM NO. 2

This addendum issued July 18, 2022 becomes in its entirety a part of the Invitation for Bid IFB #300-08-22 as is fully set forth herein:

Item 1: Q: Will there be a specific protocol for scheduling the inspections in advance and a timeframe given so that all tenants are notified and access is provided the day of the inspection?

A: Yes, HACP will give residents a written 72 hour notice in advance of scheduled inspection.

Item 2: Q: Please confirm that there will be a contact person onsite to allow access to the units or will they be already accessible upon arrival?

A: Units are occupied, tenants should be home to allow access, in the event tenant is not home, arrangements will be made for inspection.

Item 3: Q: In terms of the STATEMENT OF WORK section of the proposal on page 5. It States "Further, upon inspection completion, the offerors must conduct a conference presenting their inspection results and strategies to prepare the properties for the next scheduled HUD REAC inspection to senior management staff." We have the following 2 questions:

3.1: Please confirm this presentation of results occur at the conclusion of the entire building being inspected or is there a set number of units that will be inspected and then we present the findings afterwards? **A: After completed inspection.**

3.2: Please Clarify what you expectations are as far as "strategies to prepare for the properties next scheduled inspections"?

A: Help prepare properties on priorities to concentrate on to achieve the highest possible REAC score.

Item 4: Q: For each Pre REAC report we submit to HACP is there an expectation that each report will include digital photos as a standard part of the report?

A: Yes, digital photos are expected and required.

Item 5: Q: For each Pre REAC report we submit to HACP is there an expectation that each report will include specific comments pertaining to any deficiency noted in the report if the inspector feels it requires more clarification or do you require the “checklist” reporting?

A: Reports should include specific comments pertaining to any deficiency noted if it is not easily identifiable.

Item 6: Q: Please confirm that each individual unit in each building noted in Appendix A will have their own individual report and the inspection report for each unit will be submitted as completed? Or do you require all inspection reports to be submitted when all units in the entire building are completed? Per Appendix A there are 2,526 units in total for all locations.

A: Ultimately we would like to have one comprehensive unit report, unless there is an actual REAC inspection scheduled and time is of the essence.

Item 7: Q: On Attachment “K” – FEE SHEET in the Column “estimated inspection days” form includes pre-populated number of “35”. Please explain how HACP determined estimated inspection days?

A: Estimated inspection days were based on past inspections conducted by HACP/HUD for the particular property as identified.

Item 8: Q: Can you please provide the number of buildings at each property?

A: Arlington 7 buildings

Bedford 28 bldgs

Northview 69 bldgs

Allegany 11 bldgs

Homewood North 19 bldgs

Scattered Sites are single family homes, all other buildings are solo highrises.

Item 9: Q: Can the inspections at each property be done in the most efficient manor, walking from one unit to the unit next door? Or will each unit need to be inspected according to a re-certification (or otherwise) schedule where only certain units can be inspected in certain months?

A: Can inspect without regard to recertification.

Item 10: Q: Will inspectors be accompanied by HOUSING AUTHORITY OF THE CITY OF PITTSBURGH staff at all times?

A: Bid on no escort

Item 11: Q: In Attachment K, it looks like there is an estimated 35 inspection days. Is this number firm or can it be changed based on each company’s own estimation of the time needed to complete all inspections?

A: This is firm, unless the bidder can make a compelling argument as to why not.

Item 12: Q: For the “conference presenting inspection results and strategies to prepare the properties for the next scheduled HUD REAC inspection to senior management staff.” Is this to be

conducted in 1 day after all property inspections are complete? Is this to be in-person or able to be presented online via Zoom Microsoft Teams?

A: Can be virtual.

Item 13: The bid due date, time, and location remain unchanged at July 26, 2022 at 10:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

Item 14: 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 10:00 AM on July 26, 2022** in the lobby of 100 Ross St. Pittsburgh, PA 15219. Proposals may still be submitted electronically: <https://www.dropbox.com/request/FEHXAkOFd1niOgLT4iO4> 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 July 26, 2022 at 10:00 AM regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 2

Kim Detrick

Kim Detrick (Jul 18, 2022 16:26 EDT)

Mr. Kim Detrick

Procurement Director/Chief Contracting Officer

Jul 18, 2022

Date