



Housing Authority of the City of Pittsburgh

Contracting Officer
412 Boulevard of the Allies
6th Floor
Pittsburgh, PA 15219
(412) 456-5116
www.hacp.org

October 19, 2023

Project Based Vouchers with GAP Financing Round 8 RFP #600-31-23

ADDENDUM NO. 1

This addendum issued October 19, 2023, becomes in its entirety a part of the RFP #600-31-23 as is fully set forth herein:

Item 1: **Q:** MBE/WBE & Section 3: Standard will partner with general contractor, ETC Companies, to meet MBE/WBE, Section 3, and Minority Workforce goals. The project has a goal to at minimum meet 25% MBE/WBE vendors, 12% Minority Workforce, and Section-3. To meet these goals Standard and ETC will publicly advertise the project, send direct mailers to MBE/WBE industry groups and vendors, list job opportunities, host meet and greets, and consult with Section-3 coordinators. The scope of the community outreach will require months of planning and community involvement. We have concerns with committing to specific MBE/WBE vendors at this early juncture of the process. For Section 3 position descriptions and quantity, we can only provide an estimate at this time. Can an amendment be provided to clarify the initial RFP submission requirements for MBE/WBE and Section-3?

A: **Respondents are required to submit MBE/WBE and Section 3 Plans as part of this RFP. All proposals submitted under this RFP that adhere to the proposal submission instructions and requirements will be evaluated based on project readiness and completeness. Proposals should include realistic MBE/WBE goals and Section 3 plans and documentation. Documentation for MBE/WBE Plans may include a MBE/WBE participation form, proposed contract amounts, MBE/WBE certifications, and commitment letters signed by the respective parties. Documentation for Section 3 Plan may include a signed Section 3 Plan, and additional documentation based on the Tier that is selected.**

Please Note: Final MBE/WBE Section 3 Plans must be submitted and approved by HACP prior to financial closing if awarded through this RFP.

Item 2: **Q:** Environmental Site Assessments: Standard has hired third party vendors to complete all HUD required environmental testing. The results we have received from vendors are preliminary and we are actively working with environmental consultants to ensure the results are thorough and accurate. Given PHFA does not require completed environmental results until the time of full application

submission, we humbly request that HACP consider extending this due diligence item until the PHFA application submission date. Please Advise?

A: All proposals submitted under this RFP that adhere to the proposal submission instructions and requirements will be evaluated based on project readiness. Proposals that do not have completed environmental assessment and/or other required reports as part of this RFP will be evaluated accordingly. Respondents to the RFP should submit completed reports as part of the RFP and/or indicate the status of completion for the reports as applicable.

Item 3: **Q:** Community Involvement: Will HACP accept a community engagement plan for the 13.05 requirement? We have begun initial outreach to generate community support but are confident greater engagement and results will come later in the PHFA application process.

A: Community involvement will be evaluated based on the demonstration of engagement with community leaders and stakeholders/members. A community engagement plan will be accepted and evaluated accordingly.

Item 4: **Q:** Accessible Units: Can the PBV units supported by HACP float between inaccessible and accessible units based on availability? For the requested PBV units, how should this be highlighted in the application?

A: PBV units are fixed to specific units; therefore, they cannot float between accessible and non-accessible units. PBV units also cannot float between different unit sizes or types.

Item 5: **Q:** I was traveling this morning and was unable to attend the Zoom meeting. Was the meeting recorded and if so, can you send a link?

A: The Pre-Submission Conference for this RFP was not recorded.

Item 6: **Q:** The project we are working on is Smithfield Lofts at 4 Smithfield St. It is an adaptive reuse of an existing office building for 46 LIHTC units. An application was submitted to HACP for 16 PBV on 9/7/23. Can the project also submit in the PBV and Gap Round application to potentially bring Gap funds into the project?

A: If you had previously submitted a proposal to the Project Based Vouchers 2023 Request for Proposals (RFP) for Project Based Voucher (PBV) assistance only, but now would like to submit a proposal to this RFP for both PBVs and Gap Financing, you may submit a proposal under this RFP. The proposal must comply with all proposal submission instructions and requirements of the RFP. The proposal must include the total number of PBVs and amount of Gap Financing you are requesting for the proposed project.

Please note that if you are awarded both PBVs only under the Project Based Vouchers 2023 RFP and awarded the PBVs and Gap Financing under this RFP 600-

31-23, the PBVs-only awarded under the Project Based Vouchers 2023 RFP will be rescinded.

If you are awarded PBVs only under the Project Based Vouchers 2023 RFP and if you are not awarded under this RFP, the PBVs only awarded under the Project Based Vouchers 2023 RFP remains in effect according to the conditions of the award.

Item 7: **Q:** The Environmental Assessment, Appraisal and Market Study were all ordered a month ago and are expected to be available later this month or in November. If the application is submitted with these reports pending will the application still be considered and scored?

A: **All proposals submitted under this RFP that adhere to the proposal submission instructions and requirements will be evaluated based on project readiness. Proposals that do not have completed environmental assessment, appraisal, market study, and/or other required reports as part of this RFP, will be evaluated accordingly. Respondents to the RFP should submit completed reports as part of the RFP and/or indicate the status of completion for the reports as applicable.**

Item 8: **Q:** Accessible Units: Can the PBV units supported by HACP float between inaccessible and accessible units based on availability? For the requested PBV units, how should this be highlighted in the application?

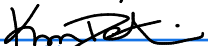
A: **PBV units shall be assigned to specific units; therefore, they cannot float between accessible and non-accessible units. PBV units also cannot float between different unit sizes or types.**

Item 9: There is one updated attachment located on the website labeled Updated Section 3 Plan. This attachment replaces Attachment B: Tab 14.03 - Section 3 Plan in the existing RFP packet. Applicants are requested to substitute the existing Tab 14.03: Section 3 Plan with this new attachment. All other attachments that constitute Attachment B (apart from Tab 14.03 Section 3 Plan attachment), remain in good standing.

Item 10: The bid due date, time, and location remain unchanged at October 24,2023 at 9:00AM, at the HACP Procurement Dept., 412 Boulevard of the Allies. 6th Floor, Pittsburgh, PA 15219.

Item 11: 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 9:00AM on October 24,2023** in the lobby of 412 Boulevard of the Allies, 6th Floor Pittsburgh, PA 15219. Proposals may still be submitted electronically: <https://www.dropbox.com/request/uta1QTK3jTMQoH05arZE> and may still be mailed via USPS at which time they will be Time and Date Stamped at 412 Boulevard of the Allies, 6th Floor, Pittsburgh, PA 15219. All proposals must be received at the above address no later than October 24,2023 at 9:00am regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 1


Kim Detrick (Oct 19, 2023 14:43 EDT)

Mr. Kim Detrick
Sr. Procurement Director/Chief Contracting Officer

10/19/2023

Date