



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

February 8, 2024

Moving Services Authority Wide IFB #450-02-24

ADDENDUM NO. 1

This addendum issued February 8, 2024, becomes in its entirety a part of the IFB #450-02-24 as is fully set forth herein:

Item 1: **Q:** On the fee schedule, are you looking for hourly or flat rate?

A: Flat Rate

Item 2 **Q:** How many units were serviced last year 1,2,3, bedroom etc.?

A: Thirty (30). We have upcoming projects that may require as many as one hundred (100) moves or more per year.

Item 3: **Q:** In an effort to determine staffing needs, can you share the number of moves handled by the previous vendor in 2023? Can you also share the spend amount for these services in 2023?

A: 30

Item 4: **Q:** In relationship to commercial office moving, I see no area for our rates or any table to complete, will this be bid on a move-by-move basis?

A: Yes

Item 5: **Q:** Can you share the number of emergencies moves in 2023, ones that we need to respond to within 48 hours?

A: 3

Item 6: **Q:** Does contacting the 10MBE's and 10 WBE's to reach the desire spend goals need to occur prior to submission of bids?

A: Yes. All proposals should demonstrate a best effort to try to adhere to the MWBE goals. What we consider a best effort is reaching out to 10 certified MBE's and 10 certified WBE's in writing prior to submitting your bid. Any plan that does not include a MBE/WBE Participation Plan may be deemed non-responsive.


Item 7: **Q:** Will all questions and answers be shared with all bidders?

A: Yes

Item 8: The bid due date has changed to February 20, 2024, but the time, and location remain unchanged at 11:00 a.m., in the conference room of the One Stop Shop at the Housing Authority of the City of Pittsburgh located at 412 Boulevard of the Allies, Pittsburgh, PA 15219.

Item 9: 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 11:00 a.m. on February 20, 2024**, in the conference room of the One Stop Shop located at 412 Boulevard of the Allies, Pittsburgh, PA 15219. Proposals may still be submitted electronically: <https://www.dropbox.com/request/nR8Hf5LyFrtlDIHhCRZd> 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 February 20, 2024, at 11:00 a.m. regardless of the selected delivery mechanism.**

END OF ADDENDUM NO. 1


Kim Detrick (Feb 8, 2024 10:36 EST)

02/08/2024

Mr. Kim Detrick
Senior Procurement Director/Chief Contracting Officer