



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

March 14, 2024

Painting of Units and Common Areas for Asset Management IFB #250-05-24

ADDENDUM NO. 1

This addendum issued March 14, 2024 becomes in its entirety a part of the IFB #250-05-24 as is fully set forth herein:

- Item 1:** **Q:** Regarding the agreement section, could you please advise on which areas require completion? I want to ensure we fill out all necessary details correctly.
- A:** **Page 21, reference the Contractor**
 Page 28, reference the Contractor
 Page 30, reference the Vendor Name
- Item 2:** **Q:** On page 17, question G pertains to our business structure as an LLC. Could you clarify how we determine the relevant option that applies to us?
- A:** **Page 17, Section G refers to Section 3. Choose either your business is or is not a certified resident owned and Section 3 business**
- Item 3:** **Q:** Are we required to be bonded before submitting the bid or should we submit 5% deposit of the bid amount?
- A:** **Per Section 2.15 bid guarantee, no bonding is required**
- Item 4:** **Q:** Regarding the questions on pages 76-77 and 78, do we need to complete all questions even if we are using staff we already have on staff? We filled out pages 76-77, does page 78 still apply?
- A:** **Any bid or proposal received from a contractor that does not contain a Section 3 Plan or such certification and back-up documentation acceptable to HACP, shall be deemed non-responsive by HACP. By choosing a Tier, your proposal will be deemed responsive.**

Item 5: **Q:** For attachment 18 on page 81, should this be completed for all employees or solely for the owner and secretary?

A: **All Employees**

Item 6: **Q:** Concerning the bidding process, should we anticipate submitting an invoice for materials before commencing work, or should we include the cost of paint in our initial bid?

A: **No material will be paid for prior to work. Per scope of work, paint will be provided. Unless otherwise specified, the Authority shall provide all primer, paint, and varnish.**

Item 7: **Q:** In calculating square footage, should we utilize the table provided in the IFB listing various units serviced by HACP along with their square footage?

A: **Yes**

Item 8: **Q:** Is it mandatory to complete attachment 6 and does the attached letter meet the MBE/MWBE requirements?

A: **Proposals submitted in response to this solicitation MUST include an MBE/WBE Participation Plan which, at a minimum demonstrates "Best Efforts" have been taken to achieve compliance with MBE/WBE goals. HACP's Procurement Policy defines "Best Efforts" in compliance with MBE/WBE goals to mean that the contractor must certify and document with its bid or proposal that it has contacted in writing at least ten (10) certified MBE/WBE subcontractors to participate in the proposed contract with or lesser number if the contractor provides documentation that ten (10) certified MBE/WBE contractors could not be identified. Each contractor shall certify as to same under penalty of perjury and shall submit the back-up documentation with its bid or proposal. Any bid or proposal received from a contractor that does not contain a MBE/WBE Participation Plan or such certification and back-up documentation acceptable to HACP may be deemed non-responsive by HACP.**

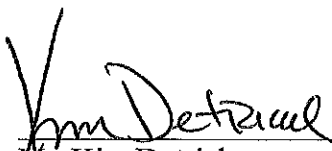
Item 9: **Q:** Considering a breakdown of the bid using the square footage specified on Page 44 of the IFB document, can I attach an additional sheet for clarity?

A: **Yes, the vendor can provide as much information as they wish. All Bids will be evaluated on total cost of the square foot per page 39 of the IFB.**

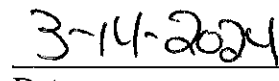
Item 10: The bid due date, time, and location remain unchanged at March 21, 2024 at 11:00 a.m., at the HACP Procurement Dept., 412 Boulevard of the Allies 6th Floor, Pittsburgh, PA 15219.

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 March 21, 2024 at 11:00 a.m.** in the lobby of 412 Boulevard of the Allies, Pittsburgh, PA 15219. Proposals may still be submitted electronically: <https://www.dropbox.com/request/5aTwHH56WNORvtdzVZeU> may still be mailed via USPS at which time they will be Time and Date 2024 Stamped at 412 Boulevard of the Allies 6th Floor, Pittsburgh, PA 15219. All proposals must be received at the above address no later than March 21, 2024 at 11:00 a.m. regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 1



Mr. Kim Detrick
Senior Procurement Director/Chief Contracting Officer


Date