



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

August 28, 2024

Administration of Clean Slate E3 Out-of-School Time Programs RFP #800-23-24

ADDENDUM NO. 3

This addendum issued August 28, 2024, becomes in its entirety a part of the RFP #800-23-24 as is fully set forth herein:

Item 1: Q: The last paragraph of Section II Scope of Services states:
"Lastly, proposals should include a detailed fee schedule that demonstrates how much the successful responder will charge for the administration of OST programs for a three-year period. As noted, Clean Slate E3 projects that it can spend approximately \$500,000 per year on OST services. This amount does not include the administrative fees to be charged by the successful responder and should not be reflected in proposed budgets."

What are considered administrative costs? How does the successful responder cover those costs?
What are allowable costs?

A: Any costs outside of the up-to \$500,000 per year that are specifically for OST services would be considered administrative or allowable costs. Therefore, the fee proposals should be telling HACP how much a bidder will charge to administer multiple contracts totaling up to \$500,000 per year for three years.

Item 2: The bid due date is changed to September 5, 2024; time and location remain unchanged at 10:00 A.M., at the HACP Procurement Dept., 412 Boulevard of the Allies 6th Floor, Pittsburgh, PA 15219.

Item 3: 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 A.M. on September 5, 2024,** in the lobby of the One Stop Shop at 412 Boulevard of the Allies, Pittsburgh, PA 15219. Proposals may still be submitted electronically: [RFP #800-23-24 Administration of Clean Slate E3 Out-of-School Time Programs](#) and may still be mailed via USPS at which time they will be time and date Stamped at Procurement Department, 6th Floor at 412 Boulevard of the Allies Pittsburgh, PA 15219. All proposals must be received at the above address no later than 10:00 A.M. on September 5, 2024, regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 3

DEREEN NEICE

DEREEN NEICE (Aug 28, 2024 13:07 EDT)

Dereen Neice, Sr. Director of Procurement

08/28/2024

Date