

October 1, 2025
Legal Services for Various Practice Areas
RFP #700-33-25

ADDENDUM NO. 2

This addendum, issued October 1, 2025, becomes in its entirety a part of the Request for Proposals RFP #700-33-25 as is fully set forth herein:

Item 1: Q: Is there a recording of the zoom? I joined late on the call and the other individual I am working with on this would like to see the meeting.

 A: **No, the non-mandatory pre-bid meeting was not recorded**

Item 2: **For legal services rendered in connection with the eviction of a tenant solely for non-payment of rent, the Firm may charge a flat fee of [Amount] plus all applicable costs and expenses for a grievance hearing.**

A grievance hearing shall include the time it takes to compile all documents for the file, interviewing witnesses, and subpoenaing the same if needed, in preparation for the hearing, and attending the hearing to represent HACP. The grievance hearings typically last 15 to 45 minutes but can go as long as two (2) hours.

Item 3: **For legal services rendered in connection with the eviction of a tenant solely for non-payment of rent, the Firm may charge a flat fee of [Amount] plus all applicable costs and expenses for an appeal hearing.**

An appeal hearing shall include the time it takes to compile all documents for the file, drafting a complaint, interviewing witnesses, and subpoenaing the same if needed, in preparation for the hearing, and attending the hearing to represent HACP. The appeal hearings typically last 15 to 45 minutes but can go as long as two (2) hours.

Item 4: **Please see the REVISED Attachment K – Fee Sheet attached to this Addendum**

Item 5: **The proposal due date is changed to October 21, 2025, 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 6: The Housing Authority of the City of Pittsburgh will **only accept physical proposals dropped off in person from 8:00 AM until the closing time of 10:00 a.m. on October 21, 2025**, in the lobby of the One Stop Shop at 412 Boulevard of the Allies, Pittsburgh, PA 15219.

Proposals may still be submitted electronically via:

<https://www.dropbox.com/request/pxp90PKvU8OLgn42i6t0>

Sealed proposals may still be mailed via USPS, at which time they will be Time and Date Stamped at 412 Boulevard of the Allies, 6th Floor - Procurement, Pittsburgh, PA 15219. All proposals must be received at the above address no later than October 21, 2025, at 10:00 a.m., regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 2



Mr. Brandon Havranek
Associate Director of Procurement/Contracting Officer

10/01/2025

Date

ATTACHMENT K – REVISED
Legal Services for Various Practice Areas
RFP #700-33-25
FEE SHEET REVISED

Please indicate which practice area you are bidding on:

- _____ Construction Contracting & Claims Resolution
- _____ Equal Employment Opportunity & Employment Issues
- _____ General Litigation & Representation, including Appellate Practice
- _____ Labor Relations & Human Resources
- _____ Pension, Employee Benefit, and Tax
- _____ Workers' Compensation
- _____ Environmental Hazards
- _____ Tax Exemption Applications & Property Assessment for Real Estate
- _____ Public Sector Procurement
- _____ Land Title Issues
- _____ Public, Affordable, and Mixed-Income Developments, including Mixed Financing Transactions
- _____ Other General Real Estate Issues, including Acquisition, Disposition, Leasing, and Development
- _____ Grievance Hearing Representation
- _____ Appeal Hearing Representation

Company Name (Printed): _____

Name (Printed): _____

Title: _____

Address: _____

Phone/Fax: _____

Email Address: _____

Signature: _____

ATTACHMENT K – REVISED
Legal Services for Various Practice Areas
RFP #700-33-25

FEE SHEET REVISED

PRICE IS TO BE LISTED PER THE FOLLOWING:

| Hourly Rate | |
|---------------------------|----|
| Director/President | \$ |
| Manager | \$ |
| Shareholder/Partner | \$ |
| Counsel/Attorney | \$ |
| Associates/Member | \$ |
| Law Clerks | \$ |
| Paralegal/Legal Assistant | \$ |

| Reimbursable Expenses | |
|----------------------------------|----|
| Courier, Postage, Overnight Mail | \$ |
| Printing, Photocopies/Copies | \$ |
| Filings Fees | \$ |
| Faxes, Telephone Calls | \$ |
| Travel | \$ |
| Mileage | \$ |
| Out of Pocket | \$ |

| Flat Rate Services | |
|--------------------|----|
| Grievance Hearing | \$ |
| Appeal Hearing | \$ |

Company Name (Printed): _____

Name (Printed): _____

Title: _____

Address: _____

Phone/Fax: _____

Email Address: _____

Signature: _____