

May 1, 2026

RFP #250-20-26
Third-Party Property Maintenance Services

ADDENDUM NO. 1

This addendum issued May 1, 2026, becomes in its entirety a part of the Request for Proposals RFP #250-20-26 is fully set forth herein:

Item 1: Q: Can you confirm the # of units included in the scope of work?
A: **Each property will be outlined in that specific task order with the awarded vendor(s). An example would be a property with 36 units, such as Christopher A. Smith Terrace in the Hill District.**

Item 2: Q: Can you list the names of properties we will be maintaining?
A: **Not all properties are known at this time. Each property will be outlined in that specific task order with the awarded vendor(s). An example would be a property with 36 units, such as Christopher A. Smith Terrace in the Hill District.**

Item 3: Q: Can you confirm the volume of routine and emergency work orders for each property?
A: **Routine – Estimated mid-point 144 work orders annually
Emergency – Estimated mid-point 25 work orders annually**

Item 4: Q: What is the anticipated project kickoff / contract start date?
A: **Approximately June 1, 2026**

Item 5: Q: Do you intend to award this contract to a single contractor or multiple contractors?
A: **HACP will award a contract to the highest-ranked Offeror or Offerors determined to be responsive and responsible and whose offer is in the best interest of HACP.**

Item 6: Q: What software platform will be utilized for work order management and reporting under this contract?
A: **Emphasys Elite**

Item 7: The due date, time, and location remain unchanged at May 8, 2026, at 10:00 a.m., at the HACP Procurement Dept., 412 Boulevard of the Allies 6th Floor, Pittsburgh, PA 15219.

Item 8: 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 May 8, 2026**, 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/frqDcZng7oo1mRbTV5XB>

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 May 8, 2026, at 10:00 a.m. regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 1



Mr. Brandon Havranek
Associate Director of Procurement/Contracting Officer

05/01/2026

Date