

LandCare Tier 1 Request for Proposals Q&A

Distributed: November 21, 2017

1. Q: How many contracts are being awarded for Tier 1 vacant lot maintenance?
A: One (1) contract will be awarded for the maintenance of the URA's Tier 1 portfolio of properties.

2. Q: Is subcontracting allowed?
A: Yes, a submission may include planned subcontracting activity, including the subcontractor(s) in the *RFP Summary Page*. If during the contract term the contractor were to engage a subcontractor *not* outlined in the RFP Summary Page, any work over \$1,000 in value must receive the written consent of the URA prior to any subcontracting work being conducted.

3. Q: Is a Certificate of Liability Insurance required in the RFP submission?
A: No, you may provide proof of insurance as part of your proposal submission, but a Certificate of Liability Insurance will not be required until the URA and the awarded contractor are in the contracting phase.

4. Q: How will payment/invoicing work?
A: The contract will be for a 12-month period. The awarded contractor is expected to invoice the URA monthly for 1/12th of the total awarded contract amount.

5. Q: What was the contract amount for the first year of LandCare Tier 1 services?
A: The URA extended the in-place contract with the existing service provider thus there was no new LandCare T1 contract last year. This year will be the first year the URA has offered a new contract with the LandCare Tier 1 scope as set forth in the RFP.

6. Q: How many square feet are the "T1 Active" and the "Request Only" parcel portfolios?
A: T1 Active – 8,926,754 SqFt Request Only – 17,080,906 SqFt

7. Q: How many vacant structures are there in the URA Tier 1 portfolio?
A: At current, there are 47 vacant structures in the Tier 1 portfolio. This may shift throughout the contract period, as the URA acquires and disposes of property.

8. Q: Some of the parcels listed in Exhibit C appear to be streets, is street maintenance required as part of this contract?
A: Street maintenance is not a part of the Tier 1 contract; the following 9 parcels are streets that are owned by the URA but maintained by the Department of Public Works or PennDOT, therefore they are **not** part of the Tier 1 portfolio, and will be removed:

Parcel Number	Address	Zip	Square Feet	Property Class
83-P-148	0 HARVARD ST	15206	176	Street
83-P-237	0 BROAD ST	15206	1,500	Street
12-H-220	0 E CARSON ST	15203	11,479	Street
12-H-240	0 E CARSON ST	15210	13,435	Street
29-E-7	0 E CARSON ST	15203	22,202	Street
29-J-101	0 E CARSON ST	15203	17,471	Street
30-B-101	0 E CARSON ST	15203	84,070	Street
88-H-158	0 PARKVIEW BLVD	15217	17,315	Street
88-H-162	0 OLD BROWNS HILL RD	15217	92,243	Street

9. Q: If debris/trash are on a lot, what is the contractor responsible for?

A: The contractor must remove any debris and/or dumping from the lot and dispose of appropriately. City of Pittsburgh Public Works Drop-Off Centers, and the e-cycle drop-off Center in the Strip District are available for the URA's Tier 1 contractor to dispose of debris or waste found on URA owned lots, for no charge.

The Contractor is not responsible for removing abandoned vehicles. If a vehicle has been dumped on the site, the contractor is required to notify the URA so that they can make arrangements for it to be removed.

If dumping on the same site becomes a repeated issue, the contractor is responsible for: a) the removal of the dumped materials in a timely manner per the terms of this RFP and subsequent contract and b) notifying URA staff in writing of the issue.

10. Q: What are the requirements for how structures must be sealed and secured?

A: Pittsburgh adheres to the International Property Maintenance Code (IPMC), as updated in 2015. Appendix A of the IPMC provides the specifications for boarding vacant structures. See Supplemental A to this document for the IPMC specifications.

11. Q: Are there any residency or wage requirements for employees working on this contract?

A: All employees must be paid, at a minimum, according to the Federal minimum wage guidelines. The URA requires that the contractor have a business location within the City of Pittsburgh, and meets the URA's minimum Minority- and Women-owned Business Enterprise thresholds, 17% and 8%, respectively. The percentage of employees who are planned to work directly on this contract who are city employees is submitted as part of the *RFP Summary Page* (Exhibit A of the RFP).

Supplemental A – IPMC Vacant Structure Sealing Specifications

BOARDING STANDARD

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

A101 GENERAL

A101.1 General. Windows and doors shall be boarded in an *approved* manner to prevent entry by unauthorized persons and shall be painted to correspond to the color of the existing structure.

with screws and nails alternating every 6 inches (152 mm) on center.

A103.5 Doors. Doors shall be secured by the same method as for windows or door openings. One door to the structure shall be available for authorized entry and shall be secured and locked in an *approved* manner.

A102 MATERIALS

A102.1 Boarding sheet material. Boarding sheet material shall be minimum $\frac{1}{2}$ -inch-thick (12.7 mm) wood structural panels complying with the *International Building Code*.

A102.2 Boarding framing material. Boarding framing material shall be minimum nominal 2-inch by 4-inch (51 mm by 102 mm) solid sawn lumber complying with the *International Building Code*.

A102.3 Boarding fasteners. Boarding fasteners shall be minimum $\frac{3}{8}$ -inch-diameter (9.5 mm) carriage bolts of such a length as required to penetrate the assembly and as required to adequately attach the washers and nuts. Washers and nuts shall comply with the *International Building Code*.

A104 REFERENCED STANDARD

IBC—12 International Building Code A102.1,
A102.2, A102.3

A103 INSTALLATION

A103.1 Boarding installation. The boarding installation shall be in accordance with Figures A103.1(1) and A103.1(2) and Sections A103.2 through A103.5.

A103.2 Boarding sheet material. The boarding sheet material shall be cut to fit the door or window opening neatly or shall be cut to provide an equal overlap at the perimeter of the door or window.

A103.3 Windows. The window shall be opened to allow the carriage bolt to pass through or the window sash shall be removed and stored. The 2-inch by 4-inch (51 mm by 102 mm) strong back framing material shall be cut minimum 2 inches (51 mm) wider than the window opening and shall be placed on the inside of the window opening 6 inches (152 mm) minimum above the bottom and below the top of the window opening. The framing and boarding shall be pre-drilled. The assembly shall be aligned and the bolts, washers and nuts shall be installed and secured.

A103.4 Door walls. The door opening shall be framed with minimum 2-inch by 4-inch (51 mm by 102 mm) framing material secured at the entire perimeter and vertical members at a maximum of 24 inches (610 mm) on center. Blocking shall also be secured at a maximum of 48 inches (1219 mm) on center vertically. Boarding sheet material shall be secured

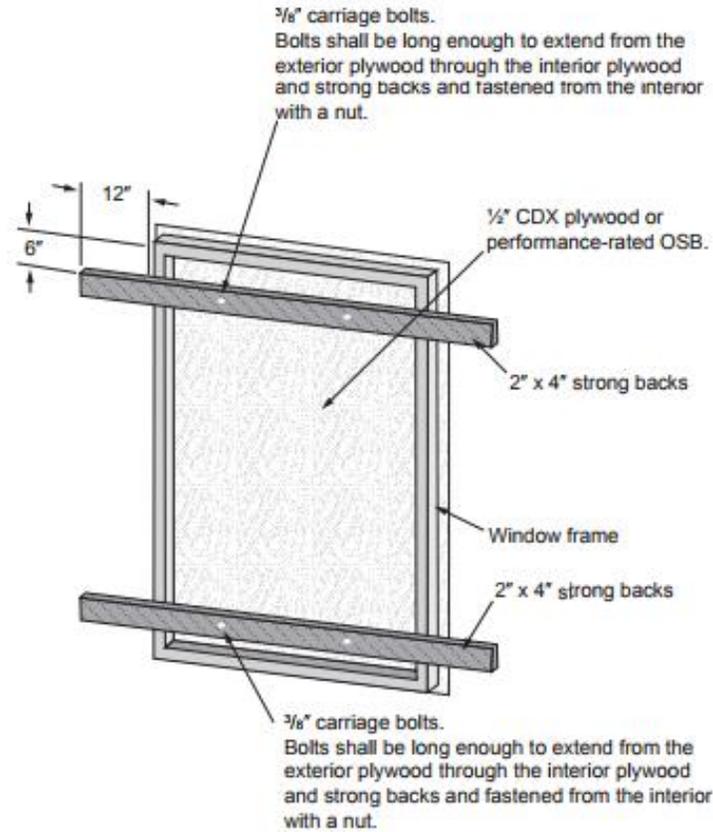


FIGURE A103.1(1)
BOARDING OF DOOR OR WINDOW

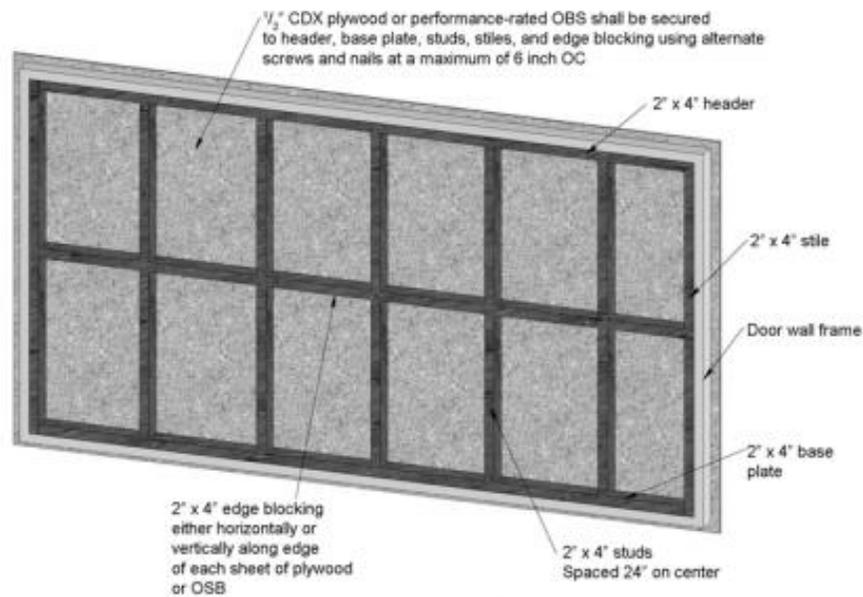


FIGURE A103.1(2)
BOARDING OF DOOR WALL