

Frequently Asked Questions
June 27, 2025
Housing Needs Assessment RFP

1. Has the County identified a budget for this project?

The Redevelopment Authority of Allegheny County (RAAC) has established a range of \$110,000 - \$135,000 for the project.

2. Could you clarify whether any public engagement beyond the Advisory Committee meetings is expected or encouraged? How much required in-person engagement do you anticipate?

We anticipate a modest amount of public engagement beyond the advisory committee meetings and are open to tools that collect a wide amount of feedback with an efficient use of time such as online surveys, and virtual meetings for local electeds and/or residents.

Anticipate up to 2 public meetings for any/all County residents (one at kick off to introduce the project, and one to present initial findings and solicit feedback is a potential strategy).

The Housing Needs Assessment will have access to data collected through the Allegheny County Comprehensive Plan Update and data collected related to County Executive Innamorato's All In Transition in 2024, in addition to other studies and plans that have been completed in Allegheny County.

3. The scope specifies that the study should exclude the City of Pittsburgh. Should we avoid referencing any Pittsburgh data entirely, or is it acceptable to include comparative data for a broader context?

It is acceptable to include comparative data for a broader context.

Recommendations should be specifically focused on communities within Allegheny County and outside of the City of Pittsburgh.

4. Are there anticipated check-ins or interim deliverables before the final report and presentation, or should we plan around a single final presentation?

Recurring check-ins with the Advisory Committee should be planned to review progress and next steps as the plan unfolds.

Interim deliverables of data and other key research findings should be brought to the Advisory Committee.

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A draft report should be prepared and circulated for the Advisory Committee and public feedback before finalization.

5. **Will the County be providing access to GIS shapefiles, prior housing reports, or other relevant datasets, or should we plan to gather all data independently?**

RAAC can provide GIS shapefiles for parcels within Allegheny County and any additional housing reports that have been submitted, shared, and adopted within Allegheny County.

6. **Since the Housing Needs Assessment is intended to guide the Comprehensive Plan, will the selected consultant be expected to coordinate with the Comprehensive Plan team? If so, should we include coordination time in our proposed scope?**

The Consultant should plan for two potential meetings with the Comprehensive Plan Consulting Team and/or the Working Group.

7. **Task 1 refers to identifying funding sources for “technical assistance for housing.” Could you clarify whether this refers to support for residents, municipalities, developers, or all of the above?**

That should focus on funding sources that can be built/deployed by Allegheny County and/or municipalities to benefit existing residents, landlords, developers, etc.

8. **Is there a list of bid holders or firms who have inquired?**

RAAC is recording a list of individuals and firms who have inquired.

9. **Will this contract be funded with federal funds?**

No, County and philanthropic funds are funding the contract.

10. **Is there any additional information you can share on the expected timeline to begin and/or complete the work described (noting that the planned date of contract execution for the Housing Needs Assessment is August 2025)?**

RAAC is hoping that proposals will consider the following timeline and potential milestones: an Initial public kick-off meeting in late August 2025; Advisory Committee meetings will be held in September and October, with initial research findings presented to the Advisory Committee in early to mid-November for review.

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A draft of the assessment would be shared in late January/early February for the Advisory Committee and public review. Ideally, a draft of the assessment could be shared by late February/ early March as part of a public meeting for review and feedback. RAAC anticipates that a complete and final document will be shared and presented in April.

11. How will we receive addenda, as applicable, to the RFP?

Addenda will be sent to all individuals and firms that have inquired about the RFP and will be posted on the website at <http://www.alleghenycounty.us/aced-bids>.