

## NOTICE REQUEST FOR PROPOSAL

The City of Pittsburgh, Department of City Planning is requesting proposals from qualified consultants to develop an Analysis of Impediments to Fair Housing Choice as required by Title 24 CFR 91 of the Community Development Block Grant Program.

The Analysis of Impediments is a review of the impediments to fair housing choice in the public and private sectors. Impediments are defined as any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status or national origin which restrict housing choices or the availability of housing choices. In general, an analysis of impediments will involve: 1) a comprehensive review of the jurisdiction's laws, regulations and administrative policies, procedures and practices; 2) an assessment of how those laws, regulations and administrative policies, procedures and practices affect the location, availability and accessibility of housing; 3) an assessment of conditions, both public and private, affecting fair housing choice for all protected classes; and, 4) an assessment of the availability of affordable, accessible housing in a range of housing sizes.

The following criteria will be used to evaluate all proposals:

- Completeness of proposal/objectives project met or exceeded 0-30 pts.
- Experience of consultant with similar projects 0-30 pts.
- Experience/knowledge with City of Pgh. Federal Program 0-10 pts.
- Minority/Women firm participation 0- 5 pts
- Amount and basis of compensation 0-25 pts.

Complete copies of the proposal requirements can be obtained by contacting:  
Susan Scheuring, C.D. Program Supervisor  
Department of City Planning  
412-255-2667  
[sue.scheuring@city.pittsburgh.pa.us](mailto:sue.scheuring@city.pittsburgh.pa.us)

The RFP will also be available on the City's website at [www.city.pittsburgh.pa.us/cp](http://www.city.pittsburgh.pa.us/cp)

The City of Pittsburgh reserves the right to reject any or all Proposals or to waive any informalities. One original and two (2) copies of the proposal must be received by the Department of City Planning by 4 pm., November 14, 2011. Postmark dates **do not** meet the deadline. The proposals can be hand delivered or mailed to the following address:

Department of City Planning  
200 Ross Street  
Pittsburgh, PA 15219  
Attn: Susan Scheuring, C.D. Program Supervisor

The City of Pittsburgh hereby notifies all respondents that it will affirmatively ensure that minority and women's business enterprises will be afforded full opportunity to submit and participate in proposals in response to this RFP and will not be discriminated against on the groups of gender, race, color, or national origin in consideration for an award.