



2013 RIDGE AVE  
PHILADELPHIA, PA 19121  
215.684.4000  
PHA.PHLA.GOV

February 15, 2019

TO ALL OFFERORS

Subject: Availability of Solicitation Number P-004863 – Request for Qualifications – Scattered Site Affordable Units in Strawberry Mansion

Dear Sir/Madam:

The Philadelphia Housing Authority is currently soliciting proposals on the above noted solicitation. Your company is invited to submit a proposal.

**Scheduled proposal due date for Solicitation Number P-004863 is 3:00 PM, April 29, 2019,  
PHA, Attention: Contracts Department 2013 Ridge Avenue, Philadelphia, Pennsylvania 19121.**

**A Non-Mandatory Pre-Proposal Conference is scheduled for 10:00 AM, March 1, 2019 at PHA Headquarters, 2013 Ridge Avenue, Philadelphia, PA 19121.**

For an electronic copy of the solicitation package or any other query relative to this solicitation, send an email request to [vanessa.martin@pha.phila.gov](mailto:vanessa.martin@pha.phila.gov) or you can download a copy of the solicitation on PHA's website at <http://www.pha.phila.gov/business-opportunities.aspx>.

A hardcopy of the solicitation may be requested with a 24 hour notice and may be picked up at PHA, Contracts Department, 2013 Ridge Avenue, Philadelphia, PA 19121 between the hours of 8:00 AM and 4:00 PM. The fee for a hardcopy of the entire solicitation is \$35.00 payable to PHA by check or money order. For overnight USPS Express Mail, an additional \$16.00 will be applied.

If you choose to deliver your proposal in person, please arrive early in order to ensure timely receipt of your proposal. Remember being late denies us the opportunity to review your proposal.

PHA encourages minority and woman-owned business to participate in the bidding process.

Sincerely,

*Vanessa Martin*

Vanessa Martin  
Contract Specialist

cc: file