

CUYAHOGA COUNTY LAND REUTILIZATION CORPORATION
Responses to Questions on RFP for Property Inspection and Preservation Services
August 12, 2009

1. Are there minutes to the meeting held on August 3, 2009?

No, there are no minutes for the meeting.

2. Is the vendor the successful bidder?

The vendor as the term is used in the RFP to identify the company or entity submitting a response to the RFP (the terms vender and bidder have been used interchangeably in the document).

3. Is the house winterization the responsibility of the successful bidder?

Yes, if that is what is asked for at the time that the property is acquired by the CCLRC. The tasks that the successful bidder is asked to undertake may vary from acquisition to acquisition.

4. The RFP states that Vendor should be able to manage the pre-sale property inspections. What are the Pre-Sales duties or requirements?

Pre-sale inspections are an evaluation of the property prior to showing the property to potential buyers. The pre-sale inspection is to insure that the property is at certain level of maintenance (this level may vary from property to property or transaction to transaction and will be specified by the CCLRC). The duties will be defined at the time of the assignment by the CCLRC to a successful bidder of the property for pre-sale.

5. Can we get a copy of CCLRC requirements for the inspections and preservation of properties?

Those requirements will be given out at the time that we enter in to contracts with our successful bidders

6. The RFP indicates that the CCLRC has software with which bidders will have to conform. Will you provide the software or do the bidders have to purchase it? What is the platform for the software?

The CCLRC is using the Property Boulevard property management software system. This system operates on a basic Microsoft Windows platform. Therefore if a company's invoices or data are in word or excel they can be uploaded into the CCLRC's system.

7. The RFP is requesting that we provide a list of primary shareholders with their associated percent ownership. Will a general overview letter about the topic and a listing of upper management who own stock be acceptable since we as have a parent firm?

Yes, a summary statement will be acceptable as long as it provides some detail of the individuals or companies who have majority ownership.

8. *There are references in the RFP to the vendor performing lock outs or removal of personnel property. How is the handled? Is this the responsibility of the successful Bidder?*

We will provide more detail to the successful bidder at the time that we may have to change the locks and remove property, but in summary the will be opportunities in which our successful bidder(s) (contractor) will have to have locksmith capabilities, or subcontract to one, and the ability to remove items from a property. The staff of the CCLRC do not believe that there will be a lot of this activity, because our goal is to purchase vacant properties.

AUGUST 13, 2009 ADDITIONS

9. *The cover page of the Pre –Qualification form states that the contractor needs to provide proof of certification to perform lead based paint activities. Please explain in further detail the extent of this issue.*

The contractor should provide reasonable evidence that he/she posses the requisite certification necessary to perform lead paint activities.

10. *Please explain in further detail what managing property preservation issues means. This is requested in section 6 item 3d of the RFP.*

“Managing property preservation issues” includes securing the exterior of the property.

11. *In regards to section 8 of the RFP:*

a. It is assumed that the pricing for this RFP is limited to the physical inspection of the property and the reporting of the findings for each property, is this correct?

The pricing should include all items outlined in the Scope of Services, including preservations services.

b. Will the inspection require a complete evaluation of the electrical, plumbing and heating/cooling of the property?

No.

c. Will a floor plan need to be developed by the inspector for each of the properties?

No.

d. Item 4 refers to the pricing structure for emergency contracts. Are actual prices required or just an outline of the terms of the pricing?

Yes.

e. In regards to the liability that is noted in item 5, is this in regard to a loss as a result of renovation or construction work only?

Liability relates to all work performed outlined in the Scope of Service.