



UPCS & HQS Inspection Services
Request for Proposals (RFP 21-R028)
Issue Date: September 1, 2021

ADDENDUM #1

Issued: September 22, 2021

NOTICE TO PROPOSERS:

- A. This Addendum shall be considered part of the Contract Documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original Contract Documents, this Addendum shall govern and take precedence.

 - B. Offerors are hereby notified that they shall make any necessary adjustment in their estimates on account of this Addendum. It will be construed that each Proposer's documentation is submitted with full knowledge of all modifications and supplemental data specified herein.
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Addendum #1

1. Question: Can you please supply the current UPCS & HQS Inspection Services rates The Inspection Group are charging on the contract?

Answer: Any information regarding a former solicitation must be made through a public records request through our legal department. Please reach out to pr@lucasmha.org and be very specific with your request. Please note that HQS Inspections are currently done by LMH staff, and Nan McKay performed HQS inspections for LMH from 2016-2021.

2. Question: Section 2.2 General, "Inspections" requires inspections to be NSPIRE and UPCS. NSPIRE is still just a "demonstration" only. Since NSPIRE standards have not been finalized, this section seems to require NSPIRE standards for Physical Buildings, Units and Site Conditions. This also requires UPCS Inspections for Exterior, Common Areas and Units. These seems to be a conflicting request. Please clarify.

Answer: The demonstration also has guidelines. However, the intention of the UPCS Inspections RFP is to have our properties inspected for defects in accordance with UPCS standards. If there are other things that are typically looked at (i.e. REAC items), then we would make note of it. We are not that concerned about a scoring system as we are aware that it has not been finalized yet. The awarded contractor will have to take the scoring system into account for work performed during option years.

3. Question: Paragraph 3 requires NSPIRE trained and qualified inspectors. The NSPIRE protocol is far from finalized by HUD and the only such inspectors are participating in the REAC



“demonstration” and are prohibited from providing consulting services. Please clarify how any vendor could reasonably provide this service.

Answer: The intent of this statement is that LMH is looking for experienced contractors who do UPCS / REAC/ HQS inspections as their main source of business. UPCS inspections are similar to REAC but focuses more on interior and resident homes. REAC takes into consideration the exteriors and common areas as well. LMH has not been given an inspection schedule by HUD or told what kind of inspections are to be performed.

4. Question: Section 2.2.1 Paragraph 6 also requires recording NSPIRE defects in a software that is not yet created by HUD because the definitions have not been finalized. Please clarify.

Answer: Until the new software is finalized, REAC Standards and make sure anything NSPIRE related is documented.

5. Question: Section 2.2.1 Paragraph 7 also refers to NSPIRE scoring which does not exist as of this writing. Our conversations with HUD indicate that REAC itself has no scoring scheme in place, which is why properties participating in the demonstration will not receive a score.

Answer: LMH is not focused on scoring just the defects and needs written documentation so that we can correct.

6. Question: Section 2.2.1 Paragraph 3 of this section requires HQS inspection of certain units in which LMHA has some financial interest. Approximately how many of these inspections will be required and on what sort of schedule?

- a. How many Initial HQS inspections are anticipated monthly?
- b. How many Annual Inspections Monthly?
- c. Who currently performs these inspections?

Answer: there are approximately 100 units total that will be inspected annually. There would be annuals, re-inspections, no entry. The inspections have not been done since first quarter 2021 and the inspections were performed by Nan McKay.

7. Question: For HQS Inspections, Will vendor be required to notify both residents, the property and the agency of all HQS inspection appointment notifications and Inspections results?

Answer: yes

8. Question: Will HQS inspections be required to be performed at an exact appointment time or will block scheduling of inspections, I.E., 8a-1, 10a-1p, etc. be allowed?

Answer: The Contractor will be able to block out time for the inspections.



Solicitation Inquiries: Sherry Tobin

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Phone: 419-259-9446

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(1) GAUGE LEVEL OF INTEREST: So that we can gauge the level of interest in this RFP, if you have not previously done so, please advise us as to whether or not you anticipate delivering to us a quotation submittal in response to this solicitation (e.g. "Will Submit" or "No Bid").

Will Submit _____

No Bid _____

Thank you for your interest in doing business with LMH and we look forward to receiving a submission from your firm.

Sherry Tobin, Manager of Procurement and Contracts

You must acknowledge this Addendum electronically via the NAHRO eProcurement system, by fax to (419) 254-3495, or email to stobin@lucasmha.org by no later than September 27, 2021 at 12:00 PM EST, or include in your proposal. It is the responsibility of all offerors to acknowledge addendums. Failure on the part of any offeror to acknowledge this addendum by the deadline may, at LMH’s discretion, deem that offeror as non-responsive and may eliminate such offer from consideration for award.

ACKNOWLEDGED BY:

Signature	Date	Printed Name	Company
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