



## CALL DOCUMENT

### REAL ESTATE TITLE SERVICES

Solicitation No.: Q-18-009-JP

Addendum 1 | July 31, 2018

#### CHANGES TO THE CALL DOCUMENT

**1. Page 7, Section IV. A. Deadline second paragraph that reads:**

To be considered for contract award in 2018, submit a response by August 31, 2018, no later than 2:00 PM CT.

**Is amended to read:**

*To be considered for contract award in 2018, submit a response by **August 7, 2018**, no later than 2:00 PM CT.*

#### END CHANGES TO THE CALL DOCUMENT

#### QUESTIONS AND ANSWERS

**1. Question:** Please elaborate regarding what is expected of “Title Run” services. For example, do you mean document retrieval services, old easement research, etc.? Additionally, how does it differ from your requirement for “Title Search Services?”

*Response:* Title Search Services is more frequently requested of the title company, and provides not only the reports but an expanded all-inclusive investigation that is more encompassing than Title Run Services. Title Search Services includes an investigation of public records in the office of the Secretary of State of the State of Texas and/or the county where the land is located to determine, among other things, which may be requested from time to time, the name and address of the current owner of the property, a list and copy of all liens, claims, encumbrances, easements, rights-of-way, reservations, restrictions, covenants and other conditions affecting title to the land and/or improvements thereon and a confirmation of the status of tax payments on the property, which investigation shall be summarized in a report that is signed by the Consultant or its authorized agent.

2. **Question:** Two conflicting submittal dates are provided: August 7 on page 4 and August 31 on page 7. Which date is correct?

*Response:* The submittal date is August 7, 2018 no later than 2:00 PM CT, as modified in the Changes to the Call Document section of this Addendum.

3. **Question:** If we were to subcontract the Title Commitment/Policy product to a local Title Company in one or more location in Bexar/Atascosa/Uvalde/Medina counties, would their office(s), escrow personnel and plant access be considered as serving to fully meet the evaluation criteria on page; in other words, would we be given 25 points in this scenario? If not, please provide greater detail concerning your scoring rubric.

*Response:* Potentially, however, SAWS would need to be provided information regarding the officers/personnel and plant that would actually perform the work.

4. **Question:** What is your monthly expectation for volume of work (tracts, residential and un-platted properties)?

*Response:* Undetermined. Depends on volume, which fluctuates.

5. **Question:** How many meetings is the Project Director expecting to have with SAWS representatives and how often?

*Response:* Meetings are requested only on an 'as needed' basis. Almost all communication is completed by phone or email.

6. **Question:** If the Title Company being used is SMWB, does the policy fee for Title Company count towards meeting the 40.00% M/WBE Goal on page 10?

*Response:* Yes, the policy fee for Title Company count towards meeting the 40.00% M/WBE Goal.

7. **Question:** Does the prime contractor need offices(s) in one or all counties specified or do the Title Company office(s) suffice for receipt of contracts and closings?

*Response:* The Title Company needs to have access to a plant or a contract with a local plant to perform services in those counties specified.

8. **Question:** Do you have anticipated or target pricing you need to meet per service and extended/total?

*Response:* Pricing to be negotiated prior to contract execution.

9. **Question:** Are you able to provide a budget/award not to exceed amount?

*Response:* The contract will be for an amount not to exceed \$300,000.00 over a three to five year period.

END OF QUESTIONS AND ANSWERS

No other items, dates, or deadlines for this Call Document are changed.

END ADDENDUM 1