



PALM BEACH COUNTY HOUSING AUTHORITY

RFP ADDENDUM #2 Solicitation No. PBCHA-URFP-2021-01

DATE: January 21, 2021

TO: All Prospective Responders

RE: **Auctioneer Service (Real Estate and Surplus Property)**

The following additions and/or modifications to the Unsealed Request for Proposals (URFP) posted to the PBCHA website, on January 8, 2020 will become part of the Auctioneer Service (Real Estate and Surplus Property). The URFP closing date and time has been extended to February 9, 2021 at 2:00 p.m.

The following documents are added to the bid documents:

1. Questions and Answers

The remaining portions of this Unsealed Request for Proposal for Auctioneer Service (Real Estate and Surplus Property). remain unchanged.

Sincerely,

LaQuavial Pace
Contracts and Procurement Manager

Please complete the attached acknowledgment and include with your proposal.

ACKNOWLEDGED:

For: _____
(Company Name)

By: _____

Date: _____



PALM BEACH COUNTY HOUSING AUTHORITY

QUESTIONS AND ANSWERS

Q1. Is there a fee structure bid sheet to complete? If not, what format is required?

A1. The Contractor shall include the format they suggest to be used for auctions, based on their experience and industry norms, in their proposal. The Agency is not dictating these details but will evaluate the proposals accordingly.

Q2. Can a Buyer's Premium be charged for the real estate commissions?

A2. The Contractor shall include the recommendation for payment of real estate commissions in their proposal as customary for real estate auctions. The Agency is not dictating this detail but will evaluate the proposals accordingly.

Q3. Is the Authority paying for any marketing costs?

A3. The Contractor shall include the recommendation as well as responsibility for payment of marketing costs in their proposal. The Agency is not dictating this detail but will evaluate the proposals accordingly.

Q4. Is a live auction required? Due to COVID-19, can the Auction be held Online?

A4. The Contractor shall include its recommendation(s) for live and/or online auction in their proposal. The Agency is not dictating this detail but will evaluate the proposals accordingly.

Q5. Does each lot need to be sold individually or where there are contiguous lots, can they be sold together?

A5. The Contractor shall include the recommendation for selling lots individually or together in their proposal. HUD requires and PBCHA expects lots to be sold at or above market value, as evidenced by appraisals recently performed. Lots have been grouped by the appraiser to ensure all lots are buildable. Appraisals will be shared with the selected Contractor. PBCHA is not dictating this detail but will evaluate the proposals accordingly.

Q6. Are there any zoning restrictions or required building restrictions?

A6. All lots are residential buildable lots located within the city of Boynton Beach. Customary zoning and building requirements must be met as required by the municipality.

Q7. The RFP states properties can be withdrawn up to the conclusion of the auction. Can properties be withdrawn after one has been already sold during the Auction?

A7. As stated in Section II of the RFP, "If the minimum bid is not reached, the Agency shall have the option not to sell that property". The Agency does not contemplate any reason to withdraw a property if the minimum bid is obtained.