

Questions and Request for Additional Information concerning the Request for Proposals for CONSTRUCTION INSPECTION SERVICES

NOTICE REGARDING DISTRIBUTION OF QUESTIONS AND ANSWERS

NOTICE: For the purpose of transparency and in an effort to prevent any real or perceived unfair advantage, all questions or requests for additional information submitted to MHDC regarding this RFP and the corresponding answers will be published on MHDC's website or otherwise made available to all Respondents. Below is a list of questions and responses:

12/22/2011 - Will MHDC accept proposals from individuals as well as organizations?

QUESTION SUBMITTED: It appears that MHDC is looking for an inspector with lots of special knowledge or perhaps an inspection team that can provide all of the services required. I would assume this team would be made up of persons with structural, mechanical, electrical, plumbing and architectural knowledge. Is it fair to say that MHDC is expecting responses from inspection teams rather than a single person?

RESPONSE: MHDC will not remove a proposal from consideration because it is submitted by an individual rather than an organization or team. While our needs include inspection services for complex developments on a statewide basis, the contracts are issued on a project-by-project basis. When an individual or organization is unable to complete inspections on a statewide basis, or does not have the capacity to undertake responsibility for a large number of inspections, information should be included in the proposal indicating the geographical locations that can be covered and the quantity of inspections that can be completed.

12/23/2011 - How many copies are required and what is the due date?

QUESTION SUBMITTED: The RFP notes the deadline for submission as Friday, January 13, 2012 and elsewhere notes the deadline for submission as January 6, 2012. Can you clarify which date is the submission deadline? How many hard copies are required? The RFP notes 2 on the title page and one hard copy under Proposed Submissions.

RESPONSE: Please accept our apologies for the inconsistencies in the RFP. The due date for proposals is January 13, 2012. One hard copy and one electronic copy should be submitted. The RFP has now been corrected.

12/23/2011 – Does MHDC require submission of financial statements?

QUESTION SUBMITTED: One of the submittals is for documented proof of financial stability. Would a notarized affidavit be acceptable? Since the RFP makes the RFP responses public, there is some concern regarding making our financials public.

RESPONSE: MHDC will accept an affidavit for purposes of initial evaluation. Selection of any organization will be contingent upon submission of financial statements. Any documentation submitted to MHDC, including an organization's financial statements, becomes public record regardless of when it is submitted.

01/06/2012 – Are OSHA inspections required?

QUESTION SUBMITTED: On page 7 at the bottom, it states that the construction inspector shall report known OSHA violations to MHDC staff. The frequency of inspection for OSHA compliance is not indicated. Is MHDC expecting such inspections to take place each month?

RESPONSE: The construction inspector will not be expected to complete OSHA inspections. They are only asked to report any obvious or known violations.

01/06/2012 – When will invoices be paid by MHDC?

QUESTION SUBMITTED: How long, after an invoice is submitted, should we expect to wait before receiving payment?

RESPONSE: MHDC strives to pay invoices as soon as possible. Under normal circumstances, an invoice will be paid within ten (10) days of receipt.

01/06/2012 – What is expected in connection with lead remediation?

QUESTION SUBMITTED: One of the experience requirements(3h) is that the inspector be familiar with various lead based paint guidelines and policies. What is the scope of work for which this knowledge is required, the inspection/monitoring of lead based paint removal?

RESPONSE: Lead remediation is required on some MHDC funded developments. On those developments, MHDC will issue directives for lead remediation to the developer or general contractor. The construction inspector will be provided with a copy of any directives issued and is expected to inspect the premises to ensure that proper lead remediation occurs.