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DATE: January 23, 2020

SUBJECT: REQUEST FOR PROPOSALS FOR REAL ESTATE TITLE AND ESCROW CONSULTANTS

Pursuant to the Real Estate Title and Escrow Consultants Request for Proposals (RFP), all proposers were to submit any questions regarding this RFP no later than Tuesday, January 21, 2020. Questions were to be answered in writing and all questions and responses were to be posted on the Department's website. Below is a list of questions received from proposers and the Department's response:

- 1. Q: Do you anticipate extending the bid due date?**
A: No.
- 2. Q: What additional details are you willing to provide, if any, beyond what is stated in the bid documents concerning how you will identify the winning bid?**
A: None.
- 3. Q: Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com?**
A: No.
- 4. Q: Other than your website, where was this bid posted?**
A: This bid was posted on the Los Angeles Business Assistance Virtual Network (LABAVN) at www.labavn.org.
- 5. Q: Section 2- Project Description , Section 2.1 – Project Scope of Work (Page 5 – Issuing Updates) Please confirm that we are to issue new title reports based on the existing reports provided by other title companies.**
A: Yes.
- 6. Q: Section 2 – Project Description, Section 2.1 – Project Scope of Work (Page 6 – Smartview) Title Reports and underlying documents will be available via the website Smartview for all of The Port of Los Angeles open title orders.**

Access will be available for three months after expiration of the agreement. Is this sufficient?

A: Yes.

7. Q: Section 2 – Project Description, Section 2.1 – Project Scope of Work (Page 6 – ALTA Surveys) Please confirm that the title company is not responsible for requesting or providing or paying for the ALTA surveys?

A: Correct.

8. Q: Section 3 – Proposal Requirements, Section 3.3 – Proposal Content, No. 2 (Page 8 – Firm Qualifications, Experience and References) If our proposed team does not have any members who were former Commissioners, officers or employees of the Harbor Department, please confirm whether the statement needs to be a separate attachment, or if it can be added under the same section.

A: Please add your statement on the same section.

9. Q: Section 3.4 – Checklist for RFP Submittal Requirements - Please confirm if the insurance verification letter needs to be included into the RFP proposal.

A: Yes, the letter must be included in your proposal.

10. Q: Section 3.3 – Page 9, No. 4 - Please confirm if we are to provide the Title Insurance Rate Schedule & Escrow Fees & Charges for the state of California, or if there is a form for us to complete.

A: Please include your rate schedule pertaining to #10. No forms are available.

11. Q: Page 36, Exhibit E – Equal Benefits Ordinance. Please confirm if we must download the Equal Benefits Ordinance form to complete and submit into our proposal? If so, where do we get the form?

A: You are not required to download the Equal Benefits Form and submit it with your proposal. You are only required to comply with the ordinance.