



ADDENDUM # 3

To: 1201-916-46-3704
RFP for: Title Services

The following questions have been asked:

Question 1: Will the contractor be able to charge for other settlement costs outside of the settlement closing services fee such as document preparation?

Answer 1: Yes, if specific services were requested from the contractor.

Question 2: How many years back will the contractor be required to search when conducting title search?

Answer 2: Varies case by case. The contractor/title company will need to search title to the extent required to provide a title commitment and a policy at closing of the sale of each property

Question 3: Will sales be done through auction? If so, what is the expected volume?

Answer 3: No.

Question 4: In the title search, will the SAHA require document images?

Answer 4: Yes.

Question 5: Can the contractor provide a fee for preparing warranty deeds?

Answer 5: No, SAHA utilizes a separate contractor for this service.

Question 6: Title Commitment. Are any specific endorsements anticipated for title insurance policies?

Answer 6: Varies case by case.

Question 7: Does SAHA have proper recordable governmental resolution or other authorization to be recorded with deeds, which show the authority of the individual signing on behalf the City of San Antonio?

Answer 7: Yes, The Housing Authority of the City of San Antonio "SAHA" however SAHA does not record the resolution with any of its Deeds.

Question 8: For all title related searches performed, must copies of all documents on title reports (deeds, mortgages, easements, liens, etc.) be sent to SAHA?

Answer 8: Yes.



Question 9: What was the average value of the residential properties that were seized and or disposed in 2010 and 2011?

Answer 9: \$80,083.33

Question 10: On page 43 of the RFP, Item number 5 on the fee sheet states the following: *Provide a fixed fee, if any, for expedited services, if available.* Please clarify what “specified services” entails?

Answer 10:

Question 11: In order for the contractor to provide the most accurate pricing for the SAHA, what is the percentage of multi versus single family residences for SAHA portfolio?

Answer 11: No multi-family developments are currently being considered however, SAHA reserves the right to utilize the contractor for Multi-family development closings if necessary.

Question 12: Will title services be executed to SAHA’s subdivisions or individual units within SAHA’s subdivision?

Answer 12: Currently for Single Family Residences’ only.

Question 13: What is the anticipated typical or average transaction size of an asset the title contractor would be processing? This information is imperative so MMREM can provide SAHA with the best value for service price as title service pricing is based on a rate table on \$10,000 increments.

Answer 13: See answer to Question 9.

Question 14: On the “Fee Sheet for Title Services” (page 43) description #3 states the following: “Provide a fee/rate for Title Commitment Insurance Policy per property.” Please verify if “Title Commitment Insurance Policy” is one item or two. As I understand, Title Policy and Title Insurance Policy are commonly interchangeable in industry speak.

Answer 14: Texas Department of Insurance agency issues the Texas Title Insurance Premium Rates. The contractor will need to refer to that fee schedule. See the following link.

<http://www.tdi.texas.gov/orders/titlerates2004.html>

By: Charles R. Bode
Charles Bode Asst. Director of Procurement

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