



PURCHASING SECTION
6645 – 148th Street, Surrey, BC V3S 3C7
Tel: 604-590-7274 Fax: 604-599-0956
E-mail: purchasing@surrey.ca

ADDENDUM No. 1

REQUEST FOR PROPOSALS (RFP) No.: 1220-030-2013-010

TITLE: HOUSE RENTAL
PROPERTY MANAGEMENT SERVICES

ADDENDUM ISSUE DATE: MARCH 15, 2013

CLOSING DATE AND TIME: ON OR BEFORE THE FOLLOWING DATE AND
TIME (THE “CLOSING TIME”):

TIME: 3:00 PM (LOCAL TIME)

DATE: APRIL 2, 2013

INFORMATION FOR PROPONENTS

The following information is provided to answer questions raised by potential Proponents and to provide clarification information for the above named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Proponent or any sub-Proponent not being familiar with this addendum. This Addendum No. 1 contains two (2) pages in total.

Questions and Answers

Q1. Review paragraph “(q)” in Schedule A – Scope of Service. Clarification.

“(q) for repairs with an estimated cost in excess of \$5,000 the Manager may be authorized to charge a fee of 5% of the cost. The owner reserves the right to directly co-ordinate these repairs;”

A1. This would mean if repair is required to any of the rental homes and if the estimate to undertake the repair is greater than \$5,000, then the City has the option to co-ordinate and undertake the repair itself. If the City chooses not to co-ordinate and undertake the repair, then the Property Manager will co-ordinate undertaking of the repair and may then charge the City 5% of the repair cost as the Manager’s consideration for managing the repair work.

Q2. Are the properties strictly market rentals? Or does the City use any of the properties for civic programs, subsidized housing or group homes?

A2. All the properties are residential rentals at deemed market rents.

Q3. Who is managing the properties now? Is the City currently managing the properties?

A3. City residential rentals are currently being managed by Hugh & McKinnon Realty.

[End of Addendum]

All Addenda will become part of the RFP Documents.
