GENERAL

1. Question
   What is the volume of inspections annually for this contract?
   
   Answer
   HSH anticipates approximately 2,100 inspections annually.

2. Question
   How does the payment structure work?
   
   Answer
   Contractor shall invoice HSH for each inspection conducted as scheduled and approved by the HSH Federal Subsidy Team. Contractor shall invoice HSH for each HUD rent reasonableness study and/or market analyses upon completion as requested by the HSH Federal Subsidy Team.

3. Question
   Would we be paid by inspection up to $60k annually or is this a cost-based contract up to $60k?
   
   Answer
   Please review pages five and six of the RFP for annual funding availability. Reimbursement for services is based on each scheduled and approved inspection, rent reasonableness study and market analysis conducted and as outlined in the RFP on page seven.

4. Question
   If paid by inspection, how much are we paid per HQS inspection that we complete?
   
   Answer
   The cost per HQS inspection completed will be determined by the type of inspection. Please see the chart in the response to question eight in this document for more detailed information.

5. Question
   Please provide the number of inspections the contractor can anticipate completing during the first 12 months of the contract.
   
   Answer
<table>
<thead>
<tr>
<th>Type of Inspection</th>
<th>Estimated Number of Inspections (12 months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Inspections</td>
<td>1200</td>
</tr>
<tr>
<td>Initial Inspections</td>
<td>290</td>
</tr>
<tr>
<td>Re-inspections Inspections</td>
<td>430</td>
</tr>
<tr>
<td>Special/Complaint Inspections</td>
<td>25</td>
</tr>
<tr>
<td>No Shows</td>
<td>145</td>
</tr>
<tr>
<td>Out of County Inspections</td>
<td>10</td>
</tr>
</tbody>
</table>

   HSH anticipates a rent reasonableness/market analysis twice per year and up to four times per year.
6. **Question**

Will the inspection contractor pull a list of inspections to be performed from a database/software or will this be provided by the HSH?

**Answer**

The HSH Federal Subsidy Team will provide the Contractor with an Excel spreadsheet that lists the units scheduled for inspection. The Proposer shall propose a process and/or system to communicate requests to HSH.

7. **Question**

Will HSH provide access to a market comparable rent analysis database for rent reasonableness or will the contractor be required to subscribe to an existing service?

**Answer**

HSH does not have access and does not subscribe to a market analysis or comparable rent database. HSH and the Contractor shall negotiate an efficient approach for the Contractor to complete market analyses and/or rent reasonableness studies. If the Proposer has access to a database to complete market analyses and/or rent reasonableness studies, the Proposer shall describe the database and its functionality in their proposal.

8. **Question**

What is the current contractor currently charging for the following types of inspections?

**Answer**

<table>
<thead>
<tr>
<th>Type of Inspection</th>
<th>Amount per Inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Inspection</td>
<td>$28.00</td>
</tr>
<tr>
<td>Initial Inspection</td>
<td>$28.00</td>
</tr>
<tr>
<td>Re-Inspections Inspection</td>
<td>$24.00</td>
</tr>
<tr>
<td>No Show</td>
<td>$18.00</td>
</tr>
<tr>
<td>Special/Complaint Inspection</td>
<td>$28.00</td>
</tr>
<tr>
<td>Out of County Inspections</td>
<td>$40.00-$50.00</td>
</tr>
</tbody>
</table>

- The current Contractor does not currently charge for the following categories: Emergency Inspection, Quality Control Inspection, Administrative Costs.
- The current Contractor does not complete rent reasonableness studies.

9. **Question**

Who is currently completing these inspections?

**Answer**

HSH holds a contract with NMA Inspections, LLC for inspection services.

10. **Question**

What is the anticipated start date for the contract?

**Answer**

The anticipated start date for the contract is July 1, 2022.