



GHURA

Guahan Housing and Urban Renewal Authority
Aturidat Ginima' Yan Rinueban Siudat Guahan
117 Bien Venida Avenue, Sinajana, GU 96910
Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701



RFP-GHURA-25-001

On-Site Employee Technical Training

Response to Inquiries No. 2

This Addendum and Response to Request for Information (RFI) is issued to modify the previously issued bid documents and/or given for informational purposes and to the extent the responses below modify the bid documents, please treat them as an amendment to the Bid. The following responses are in response to RFIs received from potential bidders on March 01, 2025, March 05, 2025.

REF:	QUESTION/ INQUIRY AS SUBMITTED:	GHURA RESPONSE:
Questions from March 01, 2025, March 05, 2025		
1.	<p>Course Length: Throughout the Scopes, there are a number for courses with usually long lengths. For example:</p> <ul style="list-style-type: none">a. HCV Comprehensive Housing Specialist – 7-10 Daysb. NSPIRE for HCV – 7-10 Daysc. Public Housing Specialist – 5-10 Days, etc. <p>These course lengths are vastly longer than our current material. Is it GHURA's expectation that a successful proposal meets the suggested lengths in the RFP, or if we determine that the material can be covered in a more compact time frame, can we submit our suggested lengths?</p>	<p>GHURA determined the course length based on the topics listed for each course. GHURA anticipates that these topics be covered in the training, as the courses are more extensive than the course materials offered by the vendors.</p> <p>One of the reasons for a longer course length was to ensure that all the staff absorb the presentation versus feeling rushed before taking the certification test.</p> <p>If the vendor can determine that all the topics listed in the course descriptions can be covered in a shorter period of time, GHURA will review the vendor's submission.</p>
2.	<p>Scheduling: Is it GHURA's expectation that all the scopes be completed in a single schedule, or should we plan to split it up over the length of the contract?</p>	<p>GHURA expects these courses to be completed within the term of the contract.</p> <p>There will be courses that could be scheduled concurrently, such as HCV Specialist and PH Specialist.</p> <p>Other courses, HCV NSPIRE and PH INSPIRE, would not be scheduled simultaneously.</p>



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	Also, is there an expectation of the length of time between execution of the contract and start of the first course?	GHURA will work on a chart to determine the courses that can and cannot be offered simultaneously. After the contract has been signed by both parties, the vendor will work with GHURA regarding the schedules. GHURA anticipates the first set of courses to begin in May 2025, or as determined on the schedules
3.	Local Print Shops: From providing the paper version of the RFP to eventually the printed material for the courses if awarded, does GHURA have any suggestions on trusted local printers to be used? We can do our own research, but it would be helpful feedback.	GHURA can assist to provide a list of vendors.
4.	When do you need this trained by? I need to ensure we have available trainers.	Please note response on #2. It is a one-year contract. GHURA will work on a chart to determine the courses that can and cannot be offered simultaneously. After the contract has been signed by both parties, the vendor will work with GHURA regarding the schedules. GHURA anticipates the first set of courses to begin in May 2025, or as determined on the schedules.

Bidders are also notified to visit GHURA website: www.ghura.org to ensure that addenda to the bid, answers to questions, and reminders are communicated to all bidders throughout the solicitation process.

3/5/2025

Date:

Kimberly K. Bersamin

Kimberly K. Bersamin, DBA, SPHR, SHRM-SCP
Human Resources Administrator

CONCURRED:

03/05/2025

Date:

Elizabeth F. Napoli

Elizabeth F. Napoli
Executive Director