



# Housing Agency Procurement Assistance

Mike Gifford, C.P.M., CPSD, 2308 Flower Spring Street, Las Vegas, NV 89134, (702)658-2753

References within brackets (“[ ]”) are from the HUD Procurement Handbook 7460.8 REV 2 or 2 CFR §200.317 - §200.326.

## 40 Things You Might Not Know About Housing Agency Procurement (But You Really Need To!)

(1)QUESTION: What Code of Federal Regulations (CFR) is generally known as the “Common Rule on Grantee Procurement?” [Section 1.3]

ANSWER: \_\_\_\_\_.

(2)QUESTION: May a Housing Agency (HA) have separate procurement policies for its Federal (public housing) and non-Federal housing?

{§200.317}

ANSWER: Yes \_\_\_ No \_\_\_.

(3)QUESTION: What is the number of the HUD Procurement Handbook?

ANSWER: \_\_\_\_\_.

(4)QUESTION: What is your HA micro purchase limit (above which your HA must, at a minimum, solicit quotes? [Section 5.2.B] {§200.320(a)}

ANSWER: \$ \_\_\_\_\_ (\$ \_\_\_\_\_ for construction only).

(5)QUESTION: What is your HA small purchase limit (above which a HA must conduct a formal solicitation)? [Section 5.2.A] {§200.320(c)-(d)}

ANSWER: \$ \_\_\_\_\_.

(6)QUESTION: What is the HUD-mandated small purchase limit, the Simplified Acquisition Threshold (which is the maximum amount that a HA may establish)?

[Section 5.2.A] {§200.326(A)}

ANSWER: \$ \_\_\_\_\_.

(7)QUESTION: What is QSP an acronym for?

[Section 5.4] {§200.320(b)}

ANSWER: Q \_\_\_\_\_ for S \_\_\_\_\_ P \_\_\_\_\_.

(8)QUESTION: What is IFB an acronym for?

[Chapter 6] {§200.320(c)}

ANSWER: I \_\_\_\_\_ F \_\_\_\_\_ B \_\_\_\_\_; a.k.a,

ANSWER: S \_\_\_\_\_ B \_\_\_\_\_.

(9)QUESTION: What is RFP an acronym for?

[Chapter 7] {§200.320(d)}

ANSWER: R \_\_\_\_\_ F \_\_\_\_\_ P \_\_\_\_\_; a.k.a,

ANSWER: C \_\_\_\_\_ P \_\_\_\_\_.



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(10)QUESTION: What is RFQ an acronym for?

[Chapter 7.3] {§200.320(c)(5)}

ANSWER: R\_\_\_\_\_ F\_\_\_\_\_ Q\_\_\_\_\_; a.k.a,

ANSWER: Q\_\_\_\_\_ - B\_\_\_\_\_ S\_\_\_\_\_ (QBS).

(11)QUESTION: What are the ONLY three things you can use an RFQ/QBS for?

[Section 7.3.C] {§200.320(c)(5)}

ANSWER: (1)\_\_\_\_\_;

(2)\_\_\_\_\_;

(3)\_\_\_\_\_.

(12)QUESTION: What is the main basis for an award of a QSP?

[Section 5.5]

ANSWER: L\_\_\_\_\_ C\_\_\_\_\_, R\_\_\_\_\_ & R\_\_\_\_\_.

(13)QUESTION: What is the main basis for an award of an IFB?

[Section 6.2] {§200.320(c)}

ANSWER: L\_\_\_\_\_ C\_\_\_\_\_, R\_\_\_\_\_ & R\_\_\_\_\_.

(14)QUESTION: What is the main basis for an award of an RFP?

[Section 7.1.A] {§200.320(d)(4)}

ANSWER: T\_\_\_\_\_ -R\_\_\_\_\_, R\_\_\_\_\_ & R\_\_\_\_\_.

(15)QUESTION: What is the main basis for an award of an RFQ/QBS?

[Section 7.3.A] {§200.320(d)(5)}

ANSWER: T\_\_\_\_\_ -R\_\_\_\_\_, R\_\_\_\_\_ & R\_\_\_\_\_.

(16)QUESTION: What is the main difference between a “formal” and an “informal” solicitation? ANSWER: A\_\_\_\_\_.

(17)QUESTION: What is the typical preferred competitive solicitation method for construction? [Section 6.2] {§200.320(c)}

ANSWER: QSP\_\_\_ IFB\_\_\_ RFP\_\_\_ RFQ/QBS\_\_\_.

(18)QUESTION: What is the typical preferred competitive solicitation method for professional services? [Section 7.1.B.2]

ANSWER: QSP\_\_\_ IFB\_\_\_ RFP\_\_\_ RFQ/QBS\_\_\_.



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- (19)QUESTION: What is the typical preferred competitive solicitation method for A/E services? [Section 7.3.A] {§200.320(d)(5)}  
ANSWER: QSP\_\_\_ IFB\_\_\_ RFP\_\_\_ RFQ/QBS\_\_\_.
- (20)QUESTION: May a HA complete procurements (contracts) as a result of competitive solicitations (e.g. QSP’s; IFB’s; RFP’s; RFQ/QBS’s) conducted by other governmental agencies? [Chapter 14] {§200.318(e)}  
ANSWER: Yes\_\_\_ No\_\_\_.
- (21)QUESTION: Is a HA ever allowed to complete a purchase over its small purchase limit without conducting a competitive process (e.g. QSP; IFB; RFP/QBS)? [Chapter 8] {§200.320(f)}  
ANSWER: Yes\_\_\_ No\_\_\_.
- (22)QUESTION: Can a Housing Agency (HA) restrict a solicitation to local firms only? [Section 13.2.A] {§200.319(a)}  
ANSWER: Yes\_\_\_ No\_\_\_.
- (23)QUESTION: If HUD Procurement regulations are in conflict with local (State) procurement law, which must the HA follow? [Section 1.5; 13.1]  
ANSWER: Generally, \_\_\_\_\_.
- (24)QUESTION: What is MBE an acronym for? [Section 15.1] {§200.321}  
ANSWER: M\_\_\_\_\_ B\_\_\_\_\_ E\_\_\_\_\_.
- (25)QUESTION: What is WBE an acronym for? [Section 15.1] {§200.321}  
ANSWER: W\_\_\_\_\_ B\_\_\_\_\_ E\_\_\_\_\_.
- (26)QUESTION: What is ROB an acronym for? [Section 15.3]  
ANSWER: R\_\_\_\_\_ O\_\_\_\_\_ B\_\_\_\_\_.
- (27)QUESTION: Section 3 applies to what type of person? [Section 15.2] {24 CFR §135}  
ANSWER: L\_\_\_\_\_ - and V\_\_\_\_\_ -L\_\_\_\_\_ I\_\_\_\_\_.



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(28)QUESTION: Is it appropriate to offer a Section 3 preference as a part of a professional services RFP? [Section 15.2] {24 CFR §135} ANSWER: Yes\_\_\_ No\_\_\_.

(29)QUESTION: Are proposers to a professional services RFP required to respond with a Section 3 proposal/plan? [Section 15.2] {24 CFR §135} ANSWER: Yes\_\_\_ No\_\_\_.

(30)QUESTION: Name 3 types of specifications?  
[Section 9.3.B] {§200.319(c)(1)}  
ANSWER: (1)P\_\_\_\_\_ ; (2)D\_\_\_\_\_ ; (3)B\_\_\_\_\_ N\_\_\_\_\_.  
 (“O\_\_ E\_\_\_\_\_”)

(31)QUESTION: What is SOW an acronym for? [Section 9.4]  
ANSWER: S\_\_\_\_\_ O\_\_\_\_\_ W\_\_\_\_\_.

(32)QUESTION: What is ICE an acronym for?  
[Section 3.2] {§200.323(a)}  
ANSWER: I\_\_\_\_\_ C\_\_\_\_\_ E\_\_\_\_\_.

(33)QUESTION: What is CPA an acronym for (Hint: It is NOT Certified Public Accountant!)? [Section 10.3] {§200.323(a)}  
ANSWER: C\_\_\_\_\_ P\_\_\_\_\_ A\_\_\_\_\_.

(34)QUESTION: What is PO an acronym for? [Section 5.9]  
ANSWER: P\_\_\_\_\_ O\_\_\_\_\_.

QUESTION: What is BPO an acronym for?  
ANSWER: B\_\_\_\_\_ P\_\_\_\_\_ O\_\_\_\_\_.

(35)QUESTION: What is the maximum number of years that a HA can execute a contract for? [Sections 10.8.C.2; 12.2.F; 12.2.I]  
ANSWER: \_\_\_ years maximum, including options.

(36)QUESTION: According to your Annual Contributions Contract with HUD, who is your HA’s Contracting Officer (NOTE: This person may delegate this authority, but may NOT reassign it)? [Section 2.3]  
ANSWER: \_\_\_\_\_.



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(37)QUESTION: What is LDP an acronym for? [Section 10.2.H.1]

ANSWER: HUD L\_\_\_\_\_ D\_\_\_\_\_ of P\_\_\_\_\_.

(38)QUESTION: What is SAM an acronym for? [Section 10.2.H.2]

ANSWER: S\_\_\_\_\_ for A\_\_\_\_\_ M\_\_\_\_\_.

(formerly, EPLS or Excluded Parties Listing Service)

(39)QUESTION: Are there any contract clauses that HUD stipulates must be a part of every contract that the HA executes?

{§200.326, Appendix II}

ANSWER: Yes\_\_\_ No\_\_\_.

(40)QUESTION: At what expenditure level does Davis-Bacon wage rates “kick-in?”

{§200.326, Appendix II(D)}

ANSWER: \$\_\_\_\_\_.