



DIVISION OF FINANCE – PURCHASING DEPARTMENT

100 N. Broadway St, Suite 610 Wichita, KS 67202 • Phone (316) 660-7255 • Fax (316) 660-1839

PURCHASING@SEDGWICK.GOV • SEDGWICKCOUNTY.ORG

ADDENDUM #2 RFP #25-0085 TAX FORECLOSURE TITLE SEARCH SERVICES

December 15, 2025

The following is to ensure that vendors have complete information prior to submitting a *Request for Proposal*. Here are some clarifications regarding the Tax Foreclosure Title Search Services:

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

1. **Do you require the vendor to be a licensed Kansas Abstractor, Title Agent, or Title Attorney, or similar? Or can these services be provided by an experienced, but unlicensed research firm?**

The company would be required to register to do business in the State of Kansas.

2. **Regarding the requirement for “a minimum of 10 years’ experience”: Does this requirement apply strictly to the number of years the vendor has been established or will the evaluators accept the combined professional experience of the vendor’s personnel? If the former, is a lack of 10 years as a firm a disqualifying factor, or will it just affect the vendor’s “qualifications” component score.**

The vendor must have ten (10) years of experience.

3. **Please confirm the details of the volume and timing of work performed by the vendor:**

The Background section says “the requests will be made in two (2) installments”. The Scope of Work section conflictingly says both “the first full week of October” and “the first full week of September” is when the county will provide “a list of all properties for which title work is needed”. The Scope section also states, “each additional installment.”

It should read October.

Do you expect to send the list the first week of September, the first week of October, or does it vary?

October

Will it always be two (2) installments, the first due in 60 days, and the second 30 days later, or might there be additional installments?

There might be additional installments.

Is there any work required of the vendor outside of this September/October through December/January period?

There is a possibility of other work from Sedgwick County.

4. Regarding the Certificate of Title that you require an original and a copy of: Do you require hard copies sent by mail from the vendor, or would an electronic file (PDF) sent via email suffice?

An electronic file sent via email will be acceptable.

5. Regarding using “a minimum of three (3) types of outlets” to obtain current addresses. Are there specific outlets you require/prefer, or are the sources left to the vendor’s discretion?

The outlets or sources would be up to the vendor's discretion.

6. Do you require or desire copies of the Deeds, Mortgages, Liens, & other documents referenced in the spreadsheets completed by the vendor?

Yes.

Firms interested in submitting a *Request for Proposal*, must respond with complete information and **deliver on or before 1:45 pm CST, December 23, 2025**. Late responses will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE RFI RESPONSE PAGE.”



Tammy Culley
Purchasing Agent

TC/ch