



# The Sewerage & Water Board OF NEW ORLEANS

625 ST. JOSEPH STREET  
NEW ORLEANS, LA 70165  
504.529.2837 OR 52.WATER  
[www.swbno.org](http://www.swbno.org)

July 22, 2024

## Addendum No. 2

Your reference is directed to the Request for Proposal for: **2024-SWB-28 Real Estate Broker Services** for the Sewerage and Water Board of New Orleans which proposals are due on **August 7, 2024**, at **11:00 a.m.** CST.

This addendum provides for the following:

- a) Responses to Questions

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### Questions by Vendors

- a. Can you provide a list of all of the properties/locations/addresses on which the SWBNO is either the landlord or a tenant?

*There is no comprehensive list responsive to this.*

- b. On an annual basis, roughly how many sales transactions has the SWBNO historically completed? This can either be as a seller or a purchaser. This can be an order of magnitude number – we do not need an exact number.

*This varies but is less than 10 a year.*

- c. What division or department of the SWBNO will the third-party real estate brokerage team report to? Who will be the primary point of contact within the SWBNO (or will there be multiple primary points of contact)?

*The brokerage team will report to Risk Management . The primary point of contact will be the Risk Manager.*

- d. Is the SWBNO governed by traditional governmental restrictions and processes when the SWBNO needs to lease space, buy real estate, or sell real estate (i.e., bid process) Or can the SWBNO buy, sell, and lease in the same manner as a private sector entity? If the former, can you please outline the process or processes that the SWBNO must follow to lease space, buy real estate, or sell real estate?

SWBNO is bound by state statutes as to perfecting real estate transactions by municipalities. Many of the applicable statutes are found in Louisiana Revised Statutes Titles 33, 38, and 41.

*The changes, additions, and/or deletions included herein are hereby made part of the solicitation documents for 2024-SWB-28 Real Estate Broker Services, as fully and completely as if the same were set forth therein. The bidder shall be responsible for having knowledge of all addenda issued for this RFP.*

This addendum consists of two (2) pages

**\*\*\* END OF ADDENDUM \*\*\***