



GHURA

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



REQUEST FOR LETTERS OF INTEREST **Professional Real Estate Agent/Broker Services** *This ad was paid for with CDBG funds.*

The Guam Housing and Urban Renewal Authority (GHURA) continues to strengthen families and build communities by providing affordable housing as identified in Guam's Consolidated Plan 2020-2024. GHURA is pursuing Real Estate Agent/Broker services to purchase, sell, or lease residential property(ies).

Services Required:

Letters of Interest are requested from qualified individuals and/or firms to provide real estate services on an "as needed" basis. GHURA will select three (3) individuals or firms. The scope of services to be performed, but not limited to are:

- Assisting in the research of prospective properties.
- Provide advisement on offers, purchases, claims, counteroffers, discussions, and information pertaining to the properties.
- Initiate and assist on the execution of purchase agreements.
- Assist in the collection of conflict-of-interest statements/responses.
- Provide other real property services as requested in order to purchase, sell or lease residential property as directed by GHURA.

Minimum Qualification Submission Requirements:

- Interested parties must submit a Conflict-of-Interest Disclosure form (available on GHURA's webpage).
- Must have an active license issued by the Real Estate Licensing Division of the Department of Revenue and Taxation.
- The real estate agent and/or broker must have a minimum of ten (10) years relevant licensed business experience identified in the services required. A resume with any other additional supportive documentation required.
- State your common fee for transaction involving improved properties.

Letters of Interest must be addressed to:

GHURA's Executive Director, Elizabeth F. Napoli, Attention: Katherine E. Taitano, Chief Planner, 117 Bien Venida Avenue, Sinajana, Guam 96910 or email katherine@ghura.org. Letters of Interest should be submitted as a pdf. Completed letters must be received by 11:59:59 p.m., Monday, February 27, 2023.

For more information, please contact Katherine E. Taitano, GHURA Chief Planner, at (671) 475-1322 or via email at katherine@ghura.org.

/s/ ELIZABETH F. NAPOLI
Executive Director