



City of New London

Department of Finance-Purchasing Agent

13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

REQUEST FOR QUALIFICATIONS NO. 09-06

APPRAISAL SERVICES TO ACQUIRE AND REHABILITATE FORECLOSED PROPERTIES IN THE CITY OF NEW LONDON

The City of New London is seeking appraisal services for residential rehabilitation projects. The appraisal service providers should be experienced in performing "As-is" and "As-improved" appraisals for residential 1-4 family properties.

Respondents for Appraisal Services should provide:

- Listing of relevant work experience, licenses, certifications, and insurance coverage.
- Samples of "As is" and "As improved" residential appraisals for two projects.
- Three business references including name, address, telephone number and the type of appraisal services provided.
- Cost per "As is" appraisal and cost per "As improved" appraisal. Please break down the cost per appraisal for single family, 2-family, 3-family, and 4-family properties based on the unit count.

Responses to this RFQ will be accepted until **2:00 P.M. on Tuesday, June 30, 2009**. All responses shall be submitted in a sealed envelope clearly marked in the lower left corner "RFQ No. 09-06 Real Estate Appraisal Services". All responses shall include one (1) original (clearly marked as such) and three (3) copies. **Do not use three ring binders.**

The City will review the responses and assess them based on pricing, qualifications, experience, and results of personal interview as required.

The City of New London is an Affirmative Action/Equal Opportunity Employer. The City of New London encourages minority, women-owned businesses and small businesses to apply.

Questions regarding this RFQ shall be submitted in writing no later than 12:00 P.M. on June 22, 2009. Questions may be submitted via fax to (860)447-7297 or by e-mail to whathaway@ci.new-london.ct.us

All responses shall be delivered to:

William R. Hathaway, Purchasing Agent
City of New London
13 Masonic Street
New London, CT 0632



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PLEASE RETURN THIS FORM IMMEDIATELY

Acknowledgement: Receipt of Request for Qualifications

RFQ No.: 09-06

Real Estate Appraisal Services

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us to maintain proper follow-up procedures and will ensure that you receive any addendum that may be issued.

Date Issued: 06/15/2009
Date documents received: ____/____/____
Do you plan to submit a response? Yes____ No____

Print or type the following information:

Company Name: _____
Address: _____

Telephone: _____ Fax: _____
E-mail: _____
Received by: _____

**Note: Faxed acknowledgements are requested.
Fax No.: (860)447-5297**

Fax this sheet only. A cover sheet is not required.