



# *City of Barre, Vermont*

*“Granite Center of the World”*

Steven E. Mackenzie, P.E.  
City Manager

6 N. Main St., Suite 2  
Barre, VT 05641  
Telephone (802) 476-0240  
FAX (802) 476-0264  
[manager@barrecity.org](mailto:manager@barrecity.org)

## **REQUEST FOR QUOTATION RESIDENTIAL APPRAISAL SERVICES GUNNERS BROOK PHASE 2 FLOOD MITIGATION HMGP BUY-OUT PROGRAM April 6, 2017**

The **City of Barre, Vermont** is procuring the services of a State of Vermont Certified Residential Real Estate qualified to provide appraisal services in support of the Gunners Brook Phase 2 Flood Mitigation Project in the area of Brook Street in Barre. Two (2) properties are required to be separately appraised as part of this project. A map showing the locations of the subject properties is attached. Services to be provided include preparation of an estimate of the Fair Market Value of each parcel, prepared in accordance with the Uniform Standards for Professional Appraisal Practice (USPAP). **Each appraisal is to reflect the Fair Market Value of the subject properties immediately prior to the date of the flood, which occurred on July 26, 2015.**

The subject properties located in Barre City are as follows:

- 1. 85 Brook Street (Patrick C. Gilbert);**
- 2. 87 Brook Street (Leslie A. Lucas)**

The selected appraiser will be notified on or around Wednesday, April 19<sup>th</sup>. For informational purposes, **the City’s goal for completion of these appraisals is on or before May 12, 2017.** As noted above, this is the City’s desired/target schedule. However, **it is not a disqualifying schedule.** The City will receive and consider bids from vendors unable to commit to the above schedule in the event no vendor is able to meet the above target schedule.

You will be required to submit a digital copy of your appraisal(s) along with two (2) paper copies of a complete report using the Uniform Residential Appraiser Report Form 1004, including:

- Photographs;
- Comparables;
- Location Map;
- Building sketch;
- Notation indicating presence of observed water well, septic tank, and above or below ground fuel tanks, and

- Other appropriate addenda.

If you are interested in being considered for this work, please submit a written proposal **no later than 11:00 a.m., Friday, April 14, 2017**. Your proposal should include the following:

1. Cost quotation for **each** property parcel;
2. Completion Schedule;
3. Proof of Certification; and
4. Please indicate any assumptions or conditions associated with your proposal.

Selection will be made in accordance with the City of Barre Procurement Policy. In addition, while fee is an important selection consideration, it is not necessarily the exclusive basis for selection. The City of Barre reserves the right to select the firm submitting the proposal deemed to be most responsive to this RFQ and/or in the best interests of the City of Barre.

**Schedule Summary:**

Appraisal Release Date: Thursday, April 6, 2017  
Proposal Submittal Date: Friday, April 14, 2017 by 11 am  
City Council Decision: Tuesday, April 18, 2017  
Issue Notice of Award: Wednesday, April 19, 2017  
Target Completion Date: Friday, May 12, 2017 (negotiable)

Email submission is preferred, and hard copy submittal is an acceptable alternative. No facsimile-machine produced proposal will be accepted. Please submit a digital copy to:

1. Via email to: Nicolas Landry, Assistant to the City Manager  
[nlandry@barrecity.org](mailto:nlandry@barrecity.org)

Please put in your "Subject" line, ***HMGP Buy-out Response to Phase 2 RFQ***

2. Via US Mail to: **City Manager's Office**  
**Nicolas Landry, Asst. to the City Manager**  
**6 N. Main Street, Suite 2**  
**Barre, Vermont 05641**

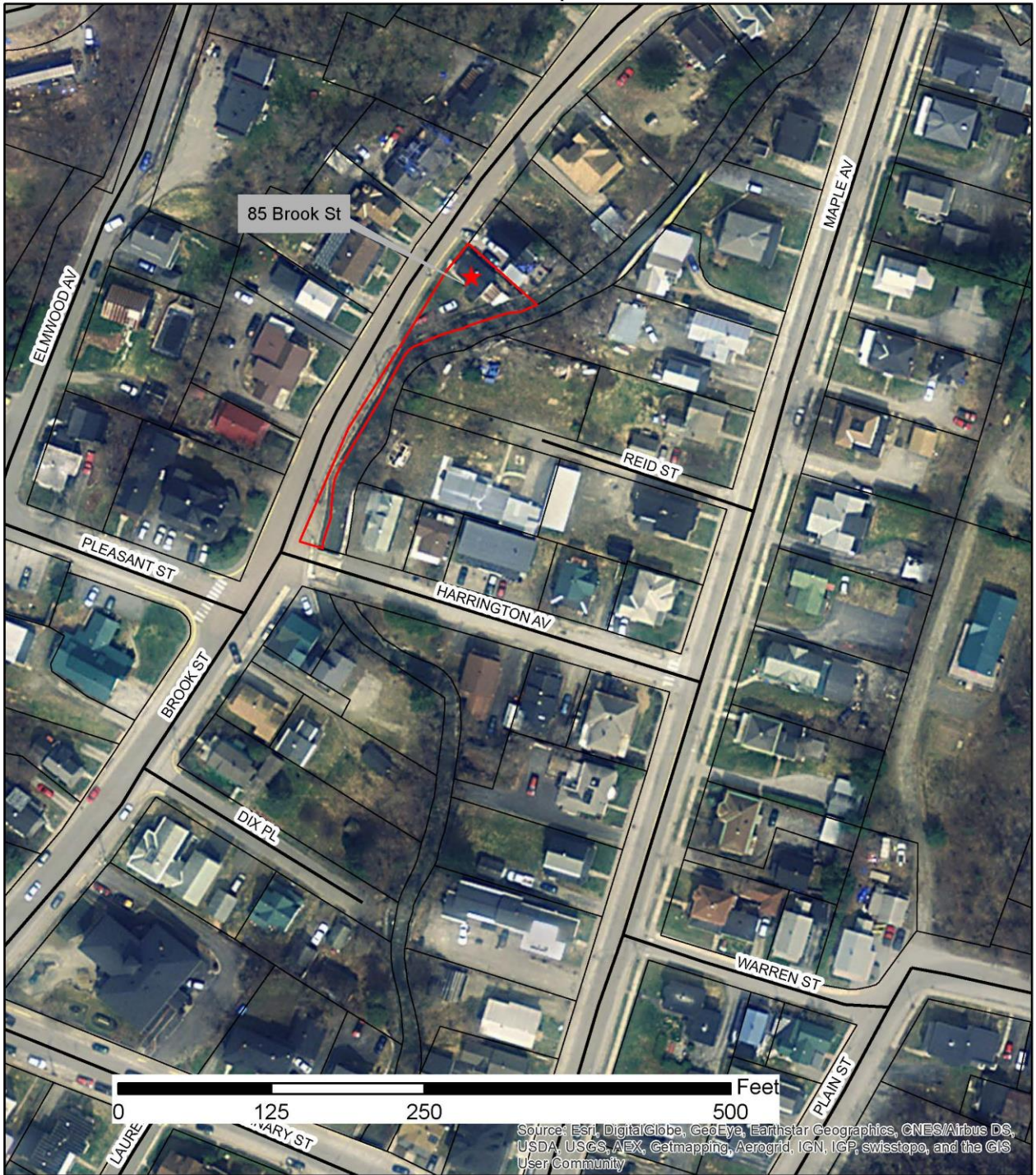
Please mark your envelope, ***HMGP Buy-out Response to Phase 2 RFQ***

In order to meet federal procurement requirements, we require an acknowledgement of receipt of this RFQ via email. Should you choose not to respond to this RFQ, we ask that you state so with your acknowledgement.

Should you have questions regarding this is RFQ, please contact Ms. Janet E. Shatney, Planning Director, at [jshatney@barrecity.org](mailto:jshatney@barrecity.org) (preferred) or direct line at (802) 477-1465.



# City of Barre, VT - 85 Brook St Parcel Map



**Legend**

- ★ Project Location
- Applicant Parcel
- Roads



Path: M:\Emergency Management\HMGP - Hazard Mitigation Grant Program\2015 Barre City Buyout HMGP Application\Applicant\_Map\_Parcel\_85 Brook St Barre City.mxd





# City of Barre, VT - 87 Brook St Parcel Map



**Legend**

-  Project Location
-  Barrecity\_Parcel\_2012
-  Applicant Parcel
-  Roads



Path: M:\Emergency Management\HMGP - Hazard Mitigation Grant Program\2015 Barre City Buyout HMGP Application\Applicant\_Map\_Parcel\_87 Brook St Barre City.mxd

