



Town of Huntsville

3053 Baker Hwy.
P.O. Box 150
Huntsville, TN 37756

Phone: 423-663-3471
Fax: 423-663-9701

September 6, 2024

Diversity Listing

SUBJECT: REQUEST FOR QUALIFICATIONS

Dear Personage,

The Town of Huntsville is requesting statements of qualifications from commercial property appraisers to provide services on a Community Development Block Grant project to acquire property for the purpose of creating and/or expanding local Childcare facilities. Duties to be performed by the selected appraiser will be the review of a recently completed appraisal by conducting a property visit and preparation of an appraisal review report. Qualifications should be received on or before September 20, 2024, at the following address:

Mitch Loomis - MLoomis@etdd.org
East TN Development District
216 Corporate Place
Alcoa, TN 37701


Each submission will be evaluated according to the following criteria:

- Previous experience in doing similar types of appraisals will be required by the project.
- Past performance record.
- Capability to complete an appraisal within 30 days of notification: (OR within time limitations)
- Have no interest in the property to be appraised, nor be related to, nor in business with anyone having an interest, or apparent interest, in the property to be acquired; and
- Belong to a professional organization that has a code of ethics

The firm selected must comply with Executive Order 11246, Equal Employment Opportunity, the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, and Section 3 of the Housing and Community Development Act of 1968.

If you have any questions or need additional information please contact, Mitch Loomis at mloomis@etdd.org.

Sincerely,


Dennis Jeffers
Mayor