

Request for Quote (RFQ) 08-2022

Undeveloped Land Appraisal

The District Board of Trustees at St. Johns River State College requests quotes from qualified Land Appraisers interested in providing an appraisal for College-owned property located on the St. Augustine campus. St. Johns River State College serves students in Putnam, St. Johns, and Clay counties. SJR State is a political subdivision of the State of Florida and is exempt from payment of federal excise tax and Florida state sales tax. The applicable numbers are Florida Sales Tax Exemption Certificate Number 85-8013170533C-4; and Federal Identification Number 59-1033399. **SEE PARAGRAPH 2 FOR SCOPE OF SERVICES AND PARAGRAPH 7 FOR RESPONSE SUBMISSION AND DEADLINE REQUIREMENTS.**

1. Subject Property

The subject property is located adjacent to the St. Augustine Campus, 2990 College Drive, St. Augustine, Florida, 32084, south of Four Mile Road and is identified on the map below as “75 undeveloped acres”.



2. SCOPE OF SERVICES:

- a) The College seeks an appraiser to complete a Market Value appraisal of the subject property. The property must be appraised to the Highest and Best Use for the property. This undeveloped property is currently not included in the College’s Master Plan for future buildings.

- b) Services will include consultation with the College President, Cabinet, Board of Trustees, and other identified personnel, regarding the appraisal of the property. Presentations at executive sessions and public meetings may be required.

3. Appraiser must:

- a) be a certified appraiser, licensed and in good standing with the State of Florida.
- b) have an excellent reputation in the community.
- c) be knowledgeable of the St. Johns County real estate market and have at least five years of appraisal experience with undeveloped commercial properties in Northeast Florida.
- d) be knowledgeable in the use of all public real estate records maintained by the County Appraiser and County Clerk.

4. Appraiser must submit:

- a) A brief vitae of professional qualifications and certifications.
- b) A brief overview of past experience in conducting similar appraisals.
- c) A brief overview of what services your firm could potentially offer.
- d) A brief statement as to how you may be uniquely qualified to provide appraisal services to the College.
- e) An overview of the standards used to perform the appraisal.
- f) A complete cost of the appraisal.

5. The College reserves the right to:

- a) Consider negotiating and contracting with an Appraiser responding to this RFQ; or
- b) Consider not entering into any contractual arrangement with any Appraiser responding to this RFQ.

6. All questions related to this Request for Quote must be directed via email to the following College representative: Keith Martin, Director of Purchasing and Auxiliary Services, keithmartin@sjrstate.edu.

7. Submit a response to the College's Request for Quote ELECTRONICALLY, NO LATER than 2:00 PM Eastern Time on Friday, April 29, 2022, to Keith Martin, Director of Purchasing and Auxiliary Services, at keithmartin@sjrstate.edu. A return email will be sent to confirm receipt.

8. It is the College's intent to review timely submitted RFQ responses and potentially contact or meet with select firms to seek additional information or clarification.