

Date: September 22, 2020
To: Prospective Proposers
From: City of Cleveland, Department of Port Control
Subject: Addendum No. 1 to Request for Proposals – On-Call Appraisal Services

Please be advised that the City of Cleveland, through its Director of the Department of Port Control (“Department”), hereby publishes Addendum No. 1 to the Request for Proposals – On-Call Appraisal Services, dated August 27, 2020.

This addendum serves as the response to all inquiries received by prospective proposers prior to the question deadline date of September 17, 2020.

PROPOSAL SUBMITTAL DEADLINE: **Tuesday, October 6, 2020, 4 p.m.**

INQUIRIES

1.	Question	Please clarify Section 2.1 (f) “At the time of the appraisal, Consultant must be a disinterested and unbiased third party to the transaction contemplated.”
	Answer	The Department wants to ensure the appraiser does not have an interest in the property, a prospective tenants’ company or transaction that would unduly bias their analysis or valuation.
2.	Question	Concerning Exhibit E, Fee Table – when entering estimated hours to complete and hourly rate, is the consultant then held to that as the “maximum fee” for the assignment regardless of the scope of work for the individual assignment?
	Answer	No. However, the Department wants to get a sense of what the cost of a typical appraisal would be, for each type of valuation.