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June 5, 2023

OGC#135378

To Interested Real Estate Appraisers:

Via: Email

RE: Request for Qualifications for Commercial Appraisal Services – RFQ No. 720-2326

The University of Texas System Real Estate Office is seeking qualifications from interested and qualified real estate appraisers to perform an appraisal of a property identified as a 14.56-acre tract, located at 1314 Exposition Blvd., Austin, Travis Co., Texas, as depicted on the aerial map attached as Exhibit A.

SECTION 1 – INTRODUCTION

1.1 Description of The University of Texas System and Real Estate Office

The University of Texas System (“University”) has served Texas for more than 135 years, improving the lives of Texans—and people all over the world—through education, health care and research at [13 academic and health institutions](#) across the state, collectively referred to as the “UT Institutions”. With an enrollment of more than 240,000 students, the University is one of the nation’s largest public university systems of higher education. The University is also one of the largest employers in the state with 21,000 faculty – including Nobel laureates and members of National Academies – and more than 85,000 health care professionals, researchers and staff. The University of Texas System Administration (“UT System Administration”) functions as the headquarter component serving the UT Institutions.

UT System Administration has a Real Estate Office which provides centralized and comprehensive real estate services for UT System Administration and the UT Institutions. Such services include, but are not limited to, a comprehensive range of professional expertise and resources for campus and UT System Administration’s real estate transactions, including feasibility analyses, purchases, easements, and leases.

1.2 Description of Assignment

The Board of Regents of The University of Texas System owns the property identified as a 14.56-acre tract, located at 1314 Exposition Blvd., Austin, Travis Co., Texas, (“Property”) and currently leased to a tenant under a short term ground lease. The Real Estate Office requests responses to this Request for Qualifications for Commercial Appraisal Service from qualified appraisal companies (“Respondent”) who meet a set of minimum qualifications to provide appraisal services to determine the fee simple value of the Property and provide a market ground rent estimate, assuming a long-term ground lease.

“Scope of Work”

The Scope of Work is to determine the Property’s current fair market value of the fee simple interest and the market ground rent estimate, assuming a long-term ground lease.

Exhibit A – Aerial Map
Exhibit B – Travis Central Appraisal District
Exhibit C – Appraisal Services Agreement

SECTION 2 - RESPONSE REQUIREMENTS

2.1 University Contact Person, Submission, and Deadline

Respondents to this RFQ should direct all questions or concerns regarding this RFQ to the following University contact (“**UT System Contact**”):

Tina Faltysek
Email: tfaltysek@utsystem.edu

University specifically requests that Respondents restrict all contact and questions regarding this RFQ to the above-named individual via email; otherwise, Respondent may be disqualified. University will accept Responses submitted in response to this RFQ until 5:00pm Austin, Texas Time on **June 16, 2023** (the “**Submittal Deadline**”) and emailed to the UT System Contact.

2.2 Criteria for Selection

The successful Respondent, if any, selected by University through this RFQ will be based on the information provided by Respondent in response to **Section 3. Qualification Criteria and received by UT System Contact** on or before the Submittal Deadline.

Respondent should submit a proposal offering the maximum benefit to University in terms of (1) demonstrated competence and qualifications, and (2) fair and reasonable cost.

University will evaluate the responses and select a qualified Respondent based on the information provided in the responses. University may consider additional information if it determines the information is relevant. University reserves the right to award none, some, or all of the Services described in this RFQ.

Criteria considered by University in evaluating qualifications and selecting the most highly qualified Respondent will be demonstrated competence and qualifications to perform the Work for a fair and reasonable price.

2.3 Submittal Checklist

Respondents are instructed to send a response that includes:

- A. Responses to Qualification Criteria (ref. **Section 3**).
- B. Signed and Completed Qualification Request Form (ref. **Section 4**).

SECTION 3 - QUALIFICATION CRITERIA

Please provide a narrative response to the criteria listed below; it must address specific items noted with each criterion. Respondent can also include additional information Respondent believes University should know when determining qualifications.

Evaluation Questions for Supplier Response

A. Vendor Qualification	1. Provide the name of the Firm and appraiser who will be providing the service 2. List the Qualifications of the appraiser
B. Experience	3. Provide a description of up to three similar assignments that the appraiser has completed
C. Time Frame	4. Provide the Time Frame for Completing the Appraisal
D. UT System Real Estate Appraisal Services Agreement and Guidelines	5. Review the UT System Real Estate Appraisal Services Agreement and provide any changes or exceptions.

SECTION 4 - QUALIFICATION REQUEST FORM

Name of responding entity: _____

Business Address: _____

Federal Tax ID Number: _____

Contact Name: _____

Contact E-mail Address: _____

Contact Phone Number(s): _____

Appraisal Fee for Service: \$ _____

By completing and signing this form, the Respondent affirms that all the information is true and correct. The person signing below further affirms that they are a duly authorized representative of the Respondent's firm.

Submitted and Certified by:

Authorized Signature

Date