



# VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

3202 Demarara Plaza ~ Suite 200  
St. Thomas, U. S. Virgin Islands 00802  
Telephone: (340) 772-4432 · Fax: (340) 772-4002

## REQUEST FOR PROPOSALS RFP 001-2023-DR-STT/STX

### PROPERTY APPRAISAL SERVICES **ADDENDUM I**

**Issue date:**

April 11, 2023

**Submittal deadline:**

May 2, 2023

**Contact person:**

Nicole Roberts  
CDBG-DR Procurement Officer  
nroberts@vihfa.gov

 *Unlocking the Door to Affordable Housing*

Request for Proposals  
RFP 001-2023-DR-STT/STX  
Property Appraisal Services – Addendum I

**“CONFIDENTIAL BID SUBMISSION”**

## **Virgin Islands Housing Finance Authority**

RFP 001-2023-DR-STT/STX  
REQUEST FOR PROPOSALS  
PROPERTY APPRAISAL SERVICES  
**ADDENDUM I**

**This addendum is issued to modify the previously issued RFP document and/or given for informational purposes and is hereby made a part of the RFP document. The Respondent must acknowledge the receipt of any and all addenda by completing RFP Cover Letter, Enclosure Document A. The following sections are hereby amended/added:**

### **7.0 REQUESTS FOR PROPOSALS SCHEDULE**

<b>RFP SCHEDULE</b>	<b>DATES and TIMES</b>
RFP Release Date	March 10, 2023
Pre-Proposal Conference	March 15, 2023
Deadline for Questions	March 22, 2023
Question Responses Deadline	March 29, 2023
<b>Proposals Submission Deadline</b>	<b>May 2, 2023</b>

The VIHFA reserves the right to change the RFP schedule by issuing an Addendum at any time.

### **14.0 DELIVERY OF BID PACKAGES**

All responses to this RFP are to be submitted no later than **4:00 PM** AST on **May 2, 2023**. The VIHFA will not consider fax submission of a proposal. Proposal Packages must be submitted via email to [procurement@vihfa.gov](mailto:procurement@vihfa.gov).

The email subject line must be clearly marked: **“PROPOSAL – APPRAISAL SERVICES”**.

The VIHFA will log all received bid packages with the date and time of receipt. Proposals received after the official deadline will be considered **LATE** and will **not** be opened nor considered.