

Request for Action
by
Board of Commissioners

Approval of Pre-Qualification of Residential Real Estate Appraisal Firms

A. SUMMARY

Through this Request for Action, Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) seeks approval to establish a roster of residential real estate appraisal firms to support its single-family loan origination and servicing operations.

B. DISCUSSION

To comply with the requirements of mortgage loan investors/insurers and applicable loan origination and servicing laws and regulations, RIHousing must engage qualified residential real estate appraisal firms who can produce industry-standard short form and full appraisals. Appraisals must be performed in connection with each mortgage loan that the Homeownership Division underwrites, and the Loan Servicing Division engages appraisers to evaluate distressed properties in its servicing portfolio. Approximately two hundred and twenty (220) appraisals were transacted through the Homeownership Division in 2021, while the Loan Servicing Division expects to order approximately seventy (70) appraisals in connection with servicing activities performed this year.

In May 2022, RIHousing issued a Request for Proposals (“RFP”) seeking proposals from qualified, licensed residential real estate appraisal firms to provide appraisal services for the benefit of these business areas. The RFP was posted on RIHousing’s website and the website maintained by the State of Rhode Island Department of Administration, Division of Purchases. In response to the RFP, RIHousing received proposals from the following ten (10) firms:

- AMC Appraisal Co., Inc.
- Appraisal Resource
- Appraisal Solutions LLC
- Appraise RI, Ltd.
- Eastern Appraisal Services, Inc.
- Nicholas Sammartino d/b/a NAS Appraisal Service
- Garry Reilly d/b/a Reilly Appraisal Co.
- Daniel M. Couture d/b/a Stone Bridge Appraisal Services
- United Appraisal Group, Inc.
- White Appraisal Co., Inc.

A selection committee comprised of RIHousing staff reviewed the proposals and rated them based on the criteria set forth in Attachment B. Staff determined that all respondent firms

are qualified and able to support RIHousing's single-family loan origination and servicing activities in Rhode Island.

The selected firms will appear on RIHousing's roster of pre-qualified residential real estate appraisers for a period of two (2) years, with an option to renew each engagement for an additional one (1) year period. The firms will be engaged on an as-needed basis and will be compensated based on a uniform schedule at rates ranging from approximately \$175-\$675, depending on the nature of the appraisal order. There is no guarantee of any level of spending activity to any firm appointed to this roster.

C. RECOMMENDATION

The attached Resolution is recommended for approval.

D. ATTACHMENTS

- A. Resolution of the Board of Commissioners of RIHousing
- B. Scoring Matrix

Attachment A

**Resolution of the Board of Commissioners
of
Rhode Island Housing and Mortgage Finance Corporation**

Whereas: Rhode Island Housing and Mortgage Finance Corporation’s (“RIHousing’s”) enabling act provides it with all of the power to make and execute contracts necessary for the exercise the powers and functions provided to it under that act (R.I. Gen. Laws §42-55-5(6)); and

Whereas: RIHousing has determined that creating a roster of pre-qualified residential real estate appraisal firms to perform appraisals in connection with its single-family loan origination and servicing activities is in the best interests of the corporation; and

Whereas: RIHousing has solicited proposals pursuant to an open competitive process for firms to perform residential real estate appraisals and who are able to substantially meet the requirements associated with this set of functions; and

Whereas: A selection committee comprised of RIHousing staff reviewed the proposals for these services, evaluated them pursuant to the criteria set forth in the Request for Proposals, and determined that all respondents are qualified and able to support RIHousing’s single-family loan origination and servicing activities in Rhode Island.

NOW THEREFORE, IT IS HEREBY:

Resolved: that RIHousing be, and hereby is, authorized to establish the following roster of pre-qualified firms to provide it with residential real estate appraisal services as set forth in the Request for Proposals and the proposals submitted in response thereto:

- AMC Appraisal Co., Inc.
- Appraisal Resource
- Appraisal Solutions LLC
- Appraise RI, Ltd.
- Eastern Appraisal Services, Inc.
- Nicholas Sammartino d/b/a NAS Appraisal Service
- Garry Reilly d/b/a Reilly Appraisal Co.
- Daniel M. Couture d/b/a Stone Bridge Appraisal Services
- United Appraisal Group, Inc.
- White Appraisal Co., Inc.; and

Resolved: that RIHousing be, and hereby is authorized, to engage the above-listed firms on an as-needed basis; and

Resolved: that the Executive Director, Chief Financial Officer, Chief Operating Officer, Assistant Deputy Director of Loan Servicing, and Director of Homeownership, each acting singly, be and hereby are authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolutions, including without limitation the authority to negotiate the terms and fees of the engagements as he or she may determine are in the best interests of RIHousing, and to execute any and all agreements or documents as he or she deems necessary to carry out the foregoing and to take such further actions as he or she deems necessary to carry out the foregoing resolutions.

Attachment B

Residential Real Estate Appraisal Firms - RFP 2022 Scoring

Name	Origination	Default	Professional capacity	Proposed fee structure	Ability to perform within time & budget	Evaluation of proposed project approach	Previous work experience RIH/similar organizations	Recommendations by reference	Firm minority status/affirmative action program or activities	Foreign language capability	Comments	Total Score	Ranking by score
Response value	RI		20.0%	5.0%	20.0%	15.0%	15.0%	10.0%	10.0%	5.0%		100%	
AMC Appraisal Co.	✓	✓	9	7	10	8	9	9	5	2		59	
Appraisal Resource	✓	✓	7	7	9	8	8	8	5	2		54	
Appraise RI	✓	✓	9	7	7	9	8	7	5	2		54	
Appraisal Soulutions	✓	✓	8	7	8	9	10	3	5	2		52	
Eastern Appraisal Services Inc.	✓	✓	10	7	9	9	9	8	5	2		59	
NAS Appraisal	✓	✓	7	7	9	8	8	9	5	2		55	
Reilly Appraisal	✓	✓	8	7	9	8	8	3	5	2		50	
Stonebridge Appraisal	✓	✓	8	7	7	7	8	9	5	2		53	
United Appraisal	✓	✓	9	7	8	8	9	8	5	2		56	
White Appraisal	✓	✓	10	8	9	9	10	9	8	2		65	

For each criteria, you should give a raw score of 1-10. You should consider the following point scale: Excellent-10 Very Good- 8/9 Good- 5-7 Fair- 2-4 Poor- 0-1