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April 29, 2014

Missouri Housing Development Commission

RE: RFQ for Real Estate Market Study Services announced April 24, 2014

RFQ Questions and Answers

Below are MHDC's answers to questions received in writing between April 25 and April 28, 2014.

Someone asked:

Page 9, Section IV (A) (1) states: "If not certified as an appraiser in the state of Missouri, have the capacity to be granted a temporary license by the Missouri Real Estate Appraiser's Commission." However, page 3 of the RFQ states: "If the study is developed by a firm that does not have a certified appraiser on staff, or otherwise offer appraisal services, then compliance with USPAP is recommended but not required."

Question: These statements seem to contradict each other. Our firm does not offer appraisal services, so are we disqualified because we cannot obtain a temporary appraiser's license? If not, how do we address this issue in the RFQ response?

Answer: Your firm is not disqualified. The bottom of page 2 states in part "... studies may be developed by either a certified appraiser or by a non-appraiser whose firm specializes in the development of market studies for the Low Income Housing Tax Credit program." The citation on page 9 refers to those who may be generally certified as an appraiser in a state other than Missouri and who will need a Missouri certification to conduct a market study in Missouri.

Address the issue in your RFQ response forthrightly. You will not be disqualified because yours is not an appraisal firm.

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Someone asked:

"... regarding question V. 7. References: do you actually mean appraisals or market studies?"

Answer: The reference should state "market studies", and not appraisals.

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Someone asked:

"I have been preparing market studies for over 30 years, and for around 20 years (on a year to year basis) within the state of Missouri. . ." I am not a certified appraiser. On page 9 of 11 of the recent RFQ one of the minimum threshold qualifications for a respondent is: "If not certified as an appraiser in the state of Missouri, have the capacity to be granted a temporary license by the Missouri Real Estate Appraiser's Commission."

Questions:

Would the Commission grant a temporary license to a non-certified, out of state appraiser?

Should I attempt to get on the new list (and bypass the Commission scenario), will non-certified appraisers be considered? I saw some language on page 3 suggesting that non-appraiser will/could be on the new list?

Answer: If someone were not a certified appraiser in another state, the Missouri Real Estate Appraiser's Commission will not issue a temporary license for practice in Missouri. However, being a certified appraiser is not a prerequisite for placement on the list. If an applicant and/or their firm do not provide appraisal services they are still eligible to be on the list.

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Someone asked:

I'm trying to find the 2015 market study guidelines for MHDC. I checked the website but couldn't find anything. Can you send them to me or point me in the right direction?

Answer: The guidelines to be used for the 2015 round (applied for in September 2014) will be posted on or around May 20, 2014 so that they are not unintentionally used by analysts for market studies developed for Round II, 2014.