



## Request For Proposals: Appraisal Services

### EXPECTED TIMELINE (SUBJECT TO CHANGE):

RFP release: Tuesday, January 20, 2026

Deadline for submitting questions: Tuesday, February 3, 2026, by 5 p.m. Central time

RFP responses are due: Friday, February 13, 2026 by 5pm CST. Submission due via [HLB Intake Form](#)

### **Objective:**

The Houston Land Bank (HLB) is seeking professional appraisal services to determine the market value of the land of the undeveloped property and newly constructed homes developed throughout all HLB programs. The primary objective is to obtain accurate, data-supported valuations that reflect current market conditions and ensure compliance with underwriting, financing, and resale standards.

### **Scope of Work:**

#### **Property Appraisals:**

- Conduct a Uniform Residential Appraisal Report (URAR) or similar comprehensive appraisal for each property listed.
- Evaluate comparable properties using current sales data, active listings, and pending sales within the surrounding area.
- Account for characteristics including square footage, condition, location, and market trends.
- Assess neighborhood influences and economic factors impacting property value.

#### **Market Valuation:**

- Provide as-is market value based on current conditions.
- Ensure valuations meet industry standards, including Uniform Standards of Professional Appraisal Practice (USPAP).

#### **Compliance and Standards:**

- Ensure all appraisals comply with applicable local, state, and federal regulations.
- Include photographs of the property, maps, and necessary supporting exhibits.

**Turnaround and Coordination:**

- Complete all appraisal reports within ten (10) business days of assignment unless otherwise agreed upon.
- Coordinate with HLB staff for site access and scheduling.
- Maintain professional communication regarding scheduling, delays, or issues encountered during appraisal completion.

**Deliverables:**

- Full appraisal report for each assigned property, compliant with USPAP and applicable lender guidelines.
- Summary memo outlining any factors that may affect valuation or salability.
- Electronic delivery of all reports in PDF format and submission of hard copies, if requested.

**Qualifications:**

- Certified Residential or General Appraiser licensed by the State of Texas.
- Minimum of five (3) years of experience conducting residential property appraisals, including new construction.
- Familiarity with the Houston-area real estate market and valuation of homes in low- to moderate-income neighborhoods.
- Demonstrated ability to provide timely, accurate, and well-supported valuation reports.

**Compensation:**

- Fixed fee per appraisal or competitive pricing structure based on volume or scope.
- Payment upon satisfactory submission and acceptance of each appraisal report by HLB.

**Submission Requirements:**

- Respondents must meet the qualifications and approach described above and provide complete submission and pay the \$100 nonrefundable application fee for consideration.

Submission should include:

- Fee structure per property
- Sample redacted appraisal report
- Proof of licensure and relevant certifications
- Please submit qualifications via the [HLB Intake Form](#) by 5 p.m. Central time on February 13, 2026.
- Respondents may ask questions regarding this solicitation by submitting via email to [procurements@houstonlandbank.org](mailto:procurements@houstonlandbank.org) by February 3, 2026, by 5 p.m. Central time. HLB will

post written responses to all questions received by the deadline on the HLB website at [www.houstonlandbank.org](http://www.houstonlandbank.org) (please see the Procurements Section on the Resources page).