STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone: (860) 594-2391

October 10, 2018

SUBJECT: On-Call Appraisal Services

Dear Appraiser:

The Department of Transportation (Department), Division of Rights of Way, is soliciting Certified General and Certified Residential Appraisers to provide on-call appraisal services. These services will be requested when the workload is too large for Department staff to handle or when the Department is in need of a second opinion.

In order for an applicant to be considered, the Appraiser must possess a current State of Connecticut Certified General or Residential Appraiser License from the Department of Consumer Protection. In addition, the Appraisal Organization must maintain commercial general liability, automobile liability and workers' compensation insurance throughout the life of the contract. The limits are as follows: commercial general liability insurance must specify a minimum of $750,000 per occurrence or an aggregate of $1,500,000. Auto liability insurance must specify a minimum of $500,000 per occurrence or an aggregate of $1,000,000. Workers' compensation coverage is based on State Statute and limits should be discussed with appraiser's insurance company.

There will be an orientation meeting with any potential candidates to discuss the details regarding insurance, the required Affirmative Action Plan and the scope of our work. If you are approved, applicants may do work for other State Agencies as well as for the Department of Transportation.

All disadvantaged and/or minority applicants are encouraged to apply. Assistance will be provided to any disadvantaged and/or minority business with the paperwork necessary to become a certified DBE in the State of Connecticut.

The application process begins with a phone call to Mr. Edward Sass at (860) 594-2402 to request an application package. If you have any questions concerning this matter, please contact Mr. Sass.

Very truly yours,

Amy N. Martinez
Transportation Principal Property Agent
Division of Rights of Way

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