



September 28, 2024

RE: Request for Proposals – Appraisal Services for 2024 HMGP Properties

Dear Interested Bidder:

Please accept this letter as an invitation to submit your company's proposal to the City of Hopkinsville, through the Hopkinsville Surface and Stormwater Utility for the Appraisal Services for the 2024 HMGP Properties project. The appraisal services will be for up to eighteen (18) properties located in Hopkinsville, Christian County, Kentucky, and should be performed according to the Uniform Standards of Professional Appraisal Practice. The Request for Proposals packet has specific addresses.

The packets will be made available on October 2, 2024. Deadline for this submission is at 10:00 A.M., October 22, 2024. If you would like to receive an electronic copy of this RFP please send an email to Steve Bourne at [steve@hssutility.com](mailto:steve@hssutility.com) with the subject heading of Appraisal Services for 2024 HMGP Properties.

We thank you for your time and interest and hope you will submit your proposal. Should you have any questions or concerns please do not hesitate to contact me at 270-887-4035.

With Kind Regards,

A handwritten signature in blue ink that reads "S. Bourne".

Steven R. Bourne, AICP  
Manager

cc: File  
Correspondence

**REQUEST FOR PROPOSALS  
FOR  
Appraisal Services**

City of Hopkinsville  
(Owner)

The Hopkinsville Surface and Stormwater Utility, acting as agent for the City of Hopkinsville, is seeking the services of a certified and licensed appraiser to provide appraisal services of the value of approximately eighteen (18) residential properties located in Hopkinsville, Christian County, Kentucky.

Sealed proposals for *Appraisal Services for 2024 HMGP Properties* will be received by Steve Bourne, Project Manager at the Hopkinsville Surface and Stormwater Utility offices located at 711 South Main Street, until 10:00 A.M., local time, October 22, 2024. The proposals will be publicly opened and read aloud at that time and place.

Packets may be obtained on or after October 2, 2024, at the following location:

Hopkinsville Surface and Stormwater Utility  
711 South Main Street  
Hopkinsville, Kentucky 42240  
[steve@hssutility.com](mailto:steve@hssutility.com)

No bidder may withdraw his proposal within 90 days after the actual date of the opening thereof. All work to be undertaken as part of this project must be undertaken in accordance with all local, state and federal regulations and requirements. This project is being funded by the Hazard Mitigation Grant Program (HMGP) funds through the Federal Emergency Management Agency (FEMA), therefore, all Federal regulations will apply.

The Hopkinsville Surface and Stormwater Utility hereby notifies all firms that it will affirmatively assure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this request for qualifications and will not be discriminated against on the grounds of race, color or national origin on consideration for an award. Successful firms shall comply with all federal, state, and local MBE/DBE requirements applicable to this project.

The City of Hopkinsville, through Hopkinsville Surface and Stormwater Utility, reserves the right to reject any and all submissions and to waive any informality in any submission, if that action is in the best interest of the City of Hopkinsville, Kentucky.

**To Run One (1) Time: September 28, 2024**

**Please Send Bill and Affidavit to Hopkinsville Surface and Stormwater Utility Account #156626.**



September 18th, 2024

RE: September 2024 Demolition of Flood Prone Commercial Structure / 1230 Skyline Drive.

Dear Interested Bidders,

We would like to invite your company to submit a Bid for the City of Hopkinsville's September 2024 Demolition of Flood Prone Commercial Structure.

The City of Hopkinsville, acting by and through Hopkinsville Surface and Stormwater Utility, seeks the services of a contractor to provide for the demolition of 1 commercial property and accessory structures 1230 Skyline Drive.

The packets will be made available on **September 23, 2024**, at the Hopkinsville Surface and Stormwater Utility Offices located at 711 South Main Street, Hopkinsville, KY, 42240. A **Mandatory Pre-Bid Conference** will be held **October 2, 2024, at 11:00 AM.**, at the Hopkinsville Surface and Stormwater Utility offices. Interested contractors **must** attend the Pre-Bid Conference or have a representative attend the Pre-Bid Conference. Sealed bids for the September 2024 Demolition of Flood Prone Commercial Structure project will be received by the City of Hopkinsville at the offices of Hopkinsville Surface and Stormwater Utility until **October 22, 2024 at 12:30 PM.** If you would like to receive an electronic copy of this Bid Packet, please send an email to Steve Bourne at [steve@hssutility.com](mailto:steve@hssutility.com) with the subject heading of September 2024 Demolition of Flood Prone Commercial Structure.

Should you have any questions or concerns please do not hesitate to contact me. Thank you for your time and interest.

With Kind Regards,

A handwritten signature in blue ink, appearing to read "Steve Bourne", written over a white background.

Steven R. Bourne, AICP, Manager

CC: File  
Correspondence

**ADVERTISEMENT FOR BIDS**  
**SEPTEMBER 2024 DEMOLITION OF FLOOD PRONE COMMERCIAL STRUCTURE**

City of Hopkinsville  
(Owner)

A MANDATORY PRE-BID CONFERENCE TO BE HELD ON: **October 2, 2024 at 11:00 AM.**

A **Mandatory Pre-Bid Conference** will be held at the offices of Hopkinsville Surface and Stormwater Utility located at 711 South Main Street, Hopkinsville, Kentucky. Interested contractors **must** attend the Pre-Bid Conference or have a representative attend the Pre-Bid Conference.

Sealed bids for the September 2024 Demolition of Flood Prone Commercial Structure will be received by the City of Hopkinsville at the offices of Hopkinsville Surface and Stormwater Utility, 711 South Main Street, until **12:30 PM.**, local time, **October 22, 2024;** the bids will be publicly opened and read aloud at that time and place.

Bid Packets may be obtained on or after **September 23, 2024,** at the following location:

Hopkinsville Surface and Stormwater Utility  
711 South Main Street  
Hopkinsville, Kentucky 42240

No bidder may withdraw his proposal within 90 days after the actual date of the opening thereof. All work to be undertaken as part of this project must be undertaken in accordance with all local, state and federal regulations and requirements. This project is being funded by the Hazard Mitigation Grant Program (HMGP) funds through the Federal Emergency Management Agency (FEMA), therefore, all Federal regulations will apply.

All sealed bids must be submitted to Steven R. Bourne, Project Manager, Hopkinsville Surface and Stormwater Utility, 711 South Main Street, P.O. Box 1125, Hopkinsville, KY 42241-1125, prior to **12:30 PM.**, local time, **October 22, 2024.**

The City of Hopkinsville hereby notifies all firms that it will affirmatively assure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this request and will not be discriminated against on the grounds of race, color or national origin on consideration for an award. Successful firms shall comply with all federal, state, and local MBE/DBE requirements applicable to this project.

The City of Hopkinsville, through Hopkinsville Surface and Stormwater Utility, reserves the right to cancel the bid at any point during the bid process, reject any and all submissions and to waive any informality in any submission, if that action is in the best interest of the City of Hopkinsville.