



City of Chelan

135 E. Johnson Ave
Box 1669
Chelan, Washington, 98816

(509) 682-4037

Request For Proposal

As-Is Appraisals for Commercial Properties

Issued Date: July 23, 2025

Due Date: August 6, 2025 at 3:00 p.m.

Contact: Ricardo Castro
City of Chelan Facilities Specialist
rcastro@cityofchelan.us



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1. Introduction

The City of Chelan is seeking proposals from qualified and experienced commercial property appraisal firms to provide As-Is property appraisal and fair market value rental rate analysis for multiple city-owned properties in Chelan, Washington. The selected firm will evaluate current property values, estimate current market rental rates, and assess ground lease values where applicable.

2. Scope of Work

The firm selected will be responsible for conducting commercial real estate As-Is Appraisals and Fair Market Value Rental Analyses for the following properties:

**A. Lake Chelan Airport, 32 Airport Way, Chelan WA 98816
Parcel No. 272304410100**

Objective:

Determine the current fair market rental rate per square foot for Ground Leases of hangar sites.

Deliverables:

Provide the current fair market rental rate per square foot for Ground Leases of hangar sites.

**B. Lake View Drive In, 323 W. Manson Rd, Chelan, WA 98816
Parcel No. 272213525413**

Objective:

Determine As-Is Property Value

Determine the current fair market rental rate value for Ground Lease.

Deliverables:

Provide As-Is Property Value

Provide current market rental rates for Ground Lease and comparable lease rate analysis



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C. Chelan Library – 216 N. Emerson St, Chelan, WA 98816
Parcel No. 272213512296

Specifications:

Main Level: 7,000 Sq. Ft. leased to the NCRL Library, not a Triple Net Lease

Second Floor: 3,200 Sq. Ft. Leased to a Church, not a Triple Net Lease

Objective:

Determine As-Is Property Value

Determine the current fair market rental rate for Main Level

Determine the current fair market rental rate for Second Level

Deliverables:

Provide As-Is Property Value

Provide the fair market rental rate for Main Level

Provide the fair market rental rate for Second Floor

D. 100 E Johnson Ave, Chelan, WA 98816
Parcel No. 272213525187

Specifications:

Office space: 1,100 Sq. Ft. currently leased, not a Triple Net Lease

Includes Four designated parking spaces

Objective:

Determine As-Is Property Value

Determine the fair market value rental rate

Deliverables:

Provide As-Is Property Value

Provide the fair market value rental rate



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3. Proposal Requirements

Please include the following in your response:

Company background and relevant experience with similar appraisals
Qualifications of assigned personnel
Sample reports or case studies
Timeline to complete each appraisal
Fee structure per property or grouped services
References from similar clients
Proof of certification/licensure in Washington State

4. Pre-Bid Questions

Email questions, City to release answers to questions to all confirmed bidders to email below

5. Proposal Submission

Submit proposals electronically to:

Ricardo Castro
City Of Chelan, Facilities Specialist
Cell 509-881-7300
rcastro@cityofchelan.us

- **Please note in subject line: As-Is Appraisal for Commercial Property**
- **Please submit all questions in writing to the above email**
- **Deadline for submission: August 6, 2025 @ 3p.m.**
- **Late submissions may not be considered.**



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6. Evaluation Criteria

Proposals will be evaluated based on the following:

- Experience and qualifications
- Understanding of scope and methodology
- Proposed timeline
- Cost effectiveness
- References and past performance

7. Additional Notes

All data and reports produced will become the property of City of Chelan.

Final appraisals must comply with Uniform Standards of Professional Appraisal Practice (USPAP).

Site visits may be required; coordinate access through Ricardo Castro, 135 E Johnson Ave, Chelan, WA 98816, Cell No. 509-881-7300.

City Reserves Right to Reject any bid per RCW- 39.04.015

City Reserve Right to cancel or readvertise RFP per RCW- 39.04.015