

AGENDA ITEM REPORT

DATE: June 5, 2018
DEPARTMENT: County Lands
REQUESTER: Robert Clemens
TITLE: Award Contracts for County-Wide Real Estate Appraisal Services

I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP170475GWT Real Estate Appraisal Services County Wide and/or Conservation 20/20 Lands Program to Carlson, Norris and Associates, Inc.; Carroll & Carroll Appraisers & Consultants, LLC dba Carroll & Carroll; Diversified Appraisal, Inc.; DL Valuation, LLC; Hanson Real Estate Advisors, Inc.; Maxwell, Hendry & Simmons, LLC; R & W Enterprises Inc.; RKL Appraisal and Consulting, PLC and T.A. Tippet, Inc., for a period of two years to provide real estate appraisal services on an as needed basis, as approved in the department's annual adopted budget.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Awards contracts to nine firms to provide County-wide real estate appraisal services for two-years. Total expenditures for these services during the Fiscal year 2016 – 2017 were approximately \$78,500.00.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

The Department of County Lands submitted a request to Procurement Management to obtain proposals for the project known as RFP170475GWT Real Estate Appraisal Services County Wide and/or Conservation 20/20 Lands Program. On the proposal deadline, November 29, 2017, Procurement received nine proposals. The nine proposals were considered by the evaluation committee on February 20, 2018, and the committee recommended awarding contracts to all nine vendors: Carlson, Norris and Associates, Inc.; Carroll & Carroll Appraisers & Consultants, LLC dba Carroll & Carroll; Diversified Appraisal, Inc.; DL Valuation, LLC; Hanson Real Estate Advisors Inc.; Maxwell, Hendry & Simmons, LLC; R and W Enterprises, Inc.; RKL Appraisal and Consulting, PLC and T.A. Tippet Inc.

Total expenditures for these services for the Fiscal Year 2016 – 2017 were approximately \$78,500.00.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	No funding required.
----	-------------------------------------	----------------------

B)	Is this item approved in the current budget?	N/A
C)	Is this a revenue or expense item?	N/A
D)	Is this Discretionary or Mandatory?	N/A
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	N/A
H)	Comments: Expenditures will be as needed and within the department's annual approved, adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Carlson, Norris and Associates	5/21/2018	Agreement
Carroll & Carroll	5/21/2018	Agreement
Diversified Appraisal	5/21/2018	Agreement
DL Valuation	5/21/2018	Agreement
Hanson Real Estate	5/21/2018	Agreement
Maxwell Hendry & Simmons	5/21/2018	Agreement
R&W Enterprises	5/21/2018	Agreement
RKL Appraisal	5/21/2018	Agreement
T.A. Tippet	5/21/2018	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
County Lands	Clemens, Robert	Approved	5/21/2018 - 10:43 AM
County Lands	Turner, Nicole	Approved	5/21/2018 - 5:37 PM
Budget Services	Guttery, Angela	Approved	5/22/2018 - 8:28 AM
Budget Services	Winton, Peter	Approved	5/22/2018 - 8:39 AM
County Attorney	Lira, Louis C.	Approved	5/22/2018 - 9:42 AM
County Manager	Salyer, Glen	Approved	5/29/2018 - 9:30 AM