

REQUEST FOR PROPOSAL NO.: 09C-011S RFP FOR REAL ESTATE APPRAISER SERVICES

DATE: February 17, 2012

PRESENTED TO BOARD: March 14, 2012

CONTRACT PERIOD: April 15, 2012 through April 14, 2014

DEPARTMENT: 9243 FUNCTION: 7410 ACCOUNT: 566100 FUND: 3902

FUNDING SOURCE: Site Acquisition

REQUESTING DEPARTMENT: Planning and Real Estate Services

FINANCIAL IMPACT

There is no financial impact to the District.

CONTRACT RENEWAL

Request for Proposal No. 09C-011S was awarded by Board action on March 18, 2009, to Anderson & Carr, Inc., Appraisal & Acquisition Consultants, Inc., Callaway & Price, Inc., Lawson Appraisal Service, LLC formerly Lawson Valuation Group, Inc., M. R. Ford & Associates, Inc., Palm Beach Appraisers & Consultants, Inc., Parrish & Edwards, Inc. and S.F. Holden, Inc. for three (3) years from April 15, 2009 through April 14, 2012 with the option to renew for one (1) additional two-year period.

The first and final option to renew is now being exercised for the period April 15, 2012 through April 14, 2014.

Anderson & Carr, Inc., Appraisal & Acquisition Consultants, Inc., Callaway & Price, Inc., Lawson Appraisal Service, LLC formerly Lawson Valuation Group, Inc., M. R. Ford & Associates, Inc., Palm Beach Appraisers & Consultants, Inc., Parrish & Edwards, Inc. and S.F. Holden, Inc. have agreed to honor terms, conditions and pricing of existing contract for the forthcoming contract period.

Services to be provided include real estate appraisals in the narrative form and FNMA form. Florida State Statutes require two narrative form appraisals on properties which indicate a value over \$500,000, the average of the two appraisals determine the price. The FNMA forms are used on properties of smaller value like vacant lots, residential, etc.

RECOMMENDATION: Based on satisfactory performance during the past contract period, it is recommended that the RFP for Real Estate Appraiser Services be renewed with Anderson & Carr, Inc., Appraisal & Acquisition Consultants, Inc., Callaway & Price, Inc., Lawson Appraisal Service, LLC formerly Lawson Valuation Group, Inc., M. R. Ford & Associates, Inc., Palm Beach Appraisers & Consultants, Inc., Parrish & Edwards, Inc. and S.F. Holden, Inc. for the period April 15, 2012 through April 14, 2014.

Note: Original RFP document is available upon request.

 SS:GM:CS:mg

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The Evaluation Committee, consisting of District staff, convened and reviewed all responsive proposals. It was the recommendation of the Committee to award this contract to the eight (8) highest rated proposers.

RECOMMENDATION: I recommend contract award be made to the eight (8) highest rated responsive, responsible proposers based on the evaluation criteria outlined in the RFP.

Note: Original RFP document is available upon request.

RFP PROTEST

Failure to file a protest within the time prescribed in §120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes and applicable Board rules, regulations and policies. Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

If a proposer wishes to protest a RFP, they must do so in strict accordance with the procedures outlined in FS 120.57(3). Any person who files an action protesting a decision or intended decision pertaining to this RFP pursuant to FS 120.57(3)(b), shall post with the Purchasing Department, at the time of filing the formal written protest, a bond secured by an acceptable surety company in Florida payable to the School District of Palm Beach County in an amount equal to 1 percent (1%) of the total estimated contract value, but not less than \$500 nor more than \$5,000. Bond shall be conditioned upon the payment of all costs that may be adjudged against the protester in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, a cashier's check, certified bank check, bank certified company check or money order will be acceptable form of security. If, after completion of the administrative hearing process and any appellate court proceedings, the District prevails, it shall recover all costs and charges included in the final order of judgment, including charges by the Division of Administrative Hearings. Upon payment of such costs and charges by the protester, the protest security shall be returned. If the protest prevails, he or she shall recover from the District all costs and charges, which shall be included in the final order of judgment.

DISQUALIFYING CRIMES

The bidder certifies by submission of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by the State of Florida or Federal Government. Further, bidder certifies that it has divulged, in its bid response, information regarding any of these actions or proposed actions with other governmental agencies.

SS. G.M.C.S

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REQUEST FOR PROPOSAL FOR REAL ESTATE APPRAISER SERVICES
 Evaluation Committee - January 28, 2009

Evaluation Criteria	Ames Appraisal Services	Anderson & Carr, Inc.	Appraisal & Acquisition Consultants, Inc.	Autrey Appraisals	Callaway and Price, Inc.
1. Experience and Qualifications of the Firm (Points Available: 25)	--	25	25	15	25
2. Qualifications of Proposer's Staff (Points Available: 25)	--	25	20	15	25
3. Services to be Provided (Points Available: 10)	--	10	10	5	10
4. Time of Completion (Points Available: 10)	--	10	10	5	10
5. Cost of Services (Points Available: 20)	--	15	20	10	15
6. Minority/Women Business Participation (Points Available: 10)	--	0	0	0	0
GRAND TOTAL	--	85	85	50	85

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 REQUEST FOR PROPOSAL FOR REAL ESTATE APPRAISER SERVICES
 Evaluation Committee - January 28, 2009

Evaluation Criteria	Lawson Valuation Group, Inc.	M.R. Ford and Associates	Palm Beach Appraisers & Consultants, Inc.	Parrish and Edwards, Inc.	S.F. Holden, Inc.
1. Experience and Qualifications of the Firm (Points Available: 25)	25	25	15	25	25
2. Qualifications of Proposer's Staff (Points Available: 25)	25	20	15	20	25
3. Services to be Provided (Points Available: 10)	10	10	10	10	10
4. Time of Completion (Points Available: 10)	10	10	10	10	10
5. Cost of Services (Points Available: 20)	15	15	20	20	15
6. Minority/Women Business Participation (Points Available: 10)	0	0	0	0	0
GRAND TOTAL	85	80	70	85	85