

# District School Board of Pasco County

## Bid Recommendation

<b>RFP Title</b>	Real Estate Appraisals		<b>Number of Proposers Notified</b>	119
<b>RFP Number</b>	09-014-AZ		<b>Number of Proposals Distributed</b>	7
<b>Date Solicited</b>	July 23, 2008		<b>Number of Vendors Proposing</b>	5
<b>Date Opened</b>	September 5, 2008		<b>Number of Formal "No Bid" Responses</b>	1
<b>Date Board Presentation</b>	October 7, 2008		<b>Funding Source</b>	General
<b>Total Savings</b>	\$ 9772 1 <sup>st</sup> year		<b>Grand Total of Proposal</b>	Approx. \$25,000

**Recommendation:** Recommend acceptance of RFP per the attached tabulation as having the highest average scores and best RFPs meeting written specifications.

**Term of Contract:** The RFP covers a three (3)-year term, renewable annually at the mutual agreement of the parties. The first term will be 11/22/08 – 11/21/09.

**Notations and Exceptions:** The RFP evaluated providers of real estate appraisals for the Department of Planning on an as-needed basis. It establishes firm, fixed pricing for the numerous types of appraisals required by the District. The services of the three (3) highest-ranked firms, Colliers Arnold, Florida Acquisition & Appraisal, and Herr Valuation Advisors, will be used in rotational order. There is a great deal of market volatility for the provision of these services. Should any of the recommended firms be removed from the rotational order, per the terms of the RFP, we are asking permission to utilize the services of the 4<sup>th</sup> and/or 5<sup>th</sup>-ranked firms if it is deemed in the best interest of the District to do so.

Savings were calculated as the difference between the average appraisal cost for the top 3 firms, and the average cost for the highest-priced firm, based on 4 proposals being performed during the first year.

**Proposals Evaluated By:**

John Letvin, Supervisor of Planning  
Richard Tonello, Supervisor of Planning  
Michael Williams, Staff Accountant

**Proposal Prepared By:**

Arlene Zimney, CPPB, C.P.M., Buyer

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: September 5, 2008				
RFP Title: Real Estate Appraisals	American Acquisition Group LLC	Colliers Arnold	Florida Acquisition & Appraisal, Inc.	Herr Valuation Advisors, Inc.
RFP #09-014-AZ	5600 Mariner St. Ste 104	4350 W. Cypress St. Ste 300	2109 E. Palm Ave. Ste 104	4236 W. Linebaugh Ave.
<b>**BOARD MEETING OCTOBER 7, 2008**</b>	Tampa, FL 33609	Tampa, FL 33607	Tampa, FL 33605	Tampa, FL 33624
Experience/qualifications (max. 20 pts)	19.33	17.67	10.67	16.00
Knowledge of Pasco market (max. 25 pts)	21.00	21.00	19.00	22.33
Cost (max. 40 pts)	16.00	32.00	40.00	24.00
Quality of sample report (max. 5 pts)	5.00	5.00	3.00	4.33
References (max. 5 pts)	4.67	4.90	4.73	4.50
Previous work w/Pasco (5 or 0)	5.00	0.00	0.00	5.00
<b>TOTAL</b>	71.00	80.57	77.40	76.17

DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: September 5, 2008		
RFP Title: Real Estate Appraisals	Lee Pallardy, Inc.	
RFP #09-014-AZ	609 E. Jackson St. Ste 200	
<b>**BOARD MEETING OCTOBER 7, 2008**</b>	Tampa, FL 33602	
		High to low ranking
Experience/qualifications (max. 20 pts)	18.67	1) Colliers Arnold
		2) Florida Acquisition
Knowledge of Pasco market (max. 25 pts)	15.67	3) Herr Valuation
		4) American Acquisition
Cost (max. 40 pts)	8.00	5) Lee Pallardy
Quality of sample report (max. 5 pts)	4.00	
References (max. 5 pts)	5.00	
Previous work w/Pasco (5 or 0)	0.00	
<b>TOTAL</b>	<b>51.33</b>	