

District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPB, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2111
727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

October 20, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent *KDG*

RE: Second Year Renewal of Three-Year Contract
RFP 09-014-AZ, Real Estate Appraisal Services – Planning Department
Colliers Arnold
Florida Acquisition & Appraisal
Herr Valuation Advisors

On October 7, 2008, official action (attached) was taken to award RFP 09-014-AZ to the above-referenced vendors. This RFP is a three-year contract, renewable annually based upon the mutual consent of the parties. The first year of the agreement will expire on November 21, 2009.

Considering services have been satisfactory, the vendors have been contacted to verify their willingness to enter into the second year of the agreement. All have agreed in writing (attached), to do so.

At this time, it is my recommendation to enter into the second year of the contract with the vendors noted above, for the term November 22, 2009 through November 21, 2010. Chris Williams, the Director of Planning, anticipates that approximately \$16,000, paid out of general funds, will be spent on these services during the contract term. Should you have any questions or concerns, please feel free to contact Chris or me at your earliest convenience.

KDG/az
Attachments

Date/Time: October 14, 2009 10:26:00



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RFP #09-014-AZ RENEWAL REQUEST REAL ESTATE APPRAISAL SERVICES

X _____

Yes, I agree to renew the terms and conditions of the above-referenced RFP, under existing terms and conditions, with the District School Board of Pasco County. The renewal period will be November 22, 2009 – November 21, 2010.

No, I do not agree to renew the above-referenced RFP with the District School Board of Pasco County.

COMPANY NAME: Colliers Arnold

SIGNATURE: Ron Sparks DATE: 9/21/09

PRINTED NAME/TITLE: Ron Sparks / Managing Director E-MAIL: ron.sparks@colliers.com

TELEPHONE W/AREA CODE: 813-221-2290 FAX W/AREA CODE: 813-224-9403

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act." Vendors conducting business with the District School Board of Pasco County (DSBPC) who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds, must be Level 2 fingerprinted by DSBPC Human Resources. If any of the above criteria apply to this contract, you must have those individuals Level 2 fingerprinted and screened by the DSBPC Human Resources Department prior to commencement of services or work, and must provide a list of employees with renewal. Please contact (813) 794-2521 to arrange for a fingerprinting appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law, which became effective September 1, 2005, by reviewing Sections 1012.32 and 1012.465, Florida Statutes.

The contracting company certifies, by submission and signature of this form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

Vendor shall comply with all applicable laws, ordinances, codes and statutes of any and all local, state, or national governing bodies included within this section. Vendor shall comply with the regulations of the Civil Rights Act of 1964, in which no person in the United States shall on the grounds of race, creed, color, or national origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this contract.

PLEASE RETURN TO:
DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: ARLENE ZIMNEY, CPPB, C.P.M., BUYER
PURCHASING DEPARTMENT
20430 GATOR LANE, LAND O' LAKES, FL 34638
(813) 794-2504 (PHONE)
(813) 794-2111 (FAX)
azimney@pasco.k12.fl.us



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COMPANY NAME: Florida Acquisition & Appraisal, Inc.

SIGNATURE: DATE: 09/15/2009

PRINTED NAME/TITLE: John J. Curatelli, Jr. / President E-MAIL: jcuratelli@flaa.com

TELEPHONE W/AREA CODE: (813) 241-6354 FAX W/AREA CODE: (813) 241-6395

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COMPANY NAME: Herr Valuation Advisors

SIGNATURE: [Handwritten Signature] DATE: 9-15-09

PRINTED NAME/TITLE: Woodman S, Herr Pres. E-MAIL: wsdy.herr@herrva.com

TELEPHONE W/AREA CODE: 813-269-5777 FAX W/AREA CODE: 813-269-5884

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Bid Recommendation

RFP Title	Real Estate Appraisals	Number of Proposers Notified	119
RFP Number	09-014-AZ	Number of Proposals Distributed	7
Date Solicited	July 23, 2008	Number of Vendors Proposing	5
Date Opened	September 5, 2008	Number of Formal "No Bid" Responses	1
Date Board Presentation	October 7, 2008	Funding Source	General
Total Savings	\$ 9772 1 st year	Grand Total of Proposal	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 4th and/or 5th-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

OCT 07 2008

Board Approved

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.	
BOARD MEETING OCTOBER 7, 2008	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	
TOTAL	71.00	80.57	77.40	76.17	

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of Pasco County

OCT 07 2008

Board Approved

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	
BOARD MEETING OCTOBER 7, 2008	Tampa, FL 33602	High to low ranking
Experience/qualifications (max. 20 pts)	18.67	1) Colliers Arnold 2) Florida Acquisition 3) Heri Valuation 4) American Acquisition 5) Lee Pallardy
Knowledge of Pasco market (max. 25 pts)	15.67	
Cost (max. 40 pts)	8.00	
Quality of sample report (max. 5 pts)	4.00	
References (max. 5 pts)	5.00	
Previous work w/Pasco (5 or 0)	0.00	
TOTAL	51.33	

