



Board Agenda Item 75

DATE: June 18, 2024

TO: Board of Supervisors

SUBMITTED BY: Steven E. White, Director
Department of public Works and Planning

SUBJECT: Agreement for Appraisal Services for Various Public Works Projects

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a Master Agreement for on-call Appraisal Services to provide on-call real property appraisal services for partial and full parcel acquisitions as necessary to assist the County in performing roads and capital improvement projects, effective upon execution, not to exceed four consecutive years, which includes a three-year contract and one optional one-year extension, total not to exceed \$500,000.

Approval of the recommended actions will allow the Department of Public Works and Planning to contract with five firms to assist the Department with appraisal services for various Public Works projects. The impacts of this item are countywide.

ALTERNATIVE ACTION(S):

If your Board does not approve the recommended action, the Department will have to prepare a separate Request for Proposals for each project, causing significant delays in the design process and delivery of planned public works projects.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended action. As services are provided, costs will be reimbursed from appropriate County funds and budget units for the applicable Public Works projects.

DISCUSSION:

The purpose of the recommended actions is to retain on-call appraisal consultants to assist the Department with appraisals and appraisal reviews for various Public Works projects. These projects may include road reconstruction and widening, bridge replacement and rehabilitation, and traffic mitigation and signaling. Retaining these consultants to perform the work on an as-needed basis will ensure that the Department maintains project delivery schedules. It is more efficient and cost effective to administer on-call consultant services agreements than to solicit proposals, select consultants, and administer agreements for individual projects. Contracting with the recommended consultants will result in more timely, cost-effective, and dependable delivery of services.

The Department issued a formal Request for Qualifications for Real Property Consultant Services on January 25, 2024. The Department received responses from five firms before the deadline of March 13, 2024. A selection committee comprised of representatives from the Department's Design Division reviewed

and evaluated the proposals. From this process, the committee recommended contracting with all five firms, which are CBRE, Inc., The Doré Group, Inc., James G. Palmer Appraisals, Inc., Wakefield & Hopper, Inc., dba Real Property Analysts, and Scott Appraisal, Inc. The maximum compensation amount of the recommended agreement is \$500,000, from which the Department will draw funds to pay the appraisal firms as they are awarded task orders.

The recommended agreement contains a rate sheet for each appraisal firm. The appraisers shall submit proposals in response to requests issued by the Department Contract Administrator on a project-by-project basis; each appraiser's proposal will include a cost proposal based on that appraiser's rates, which are contained in Exhibit C to the recommended agreement.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Master Agreement

CAO ANALYST:

Salvador Espino