



## FULTON COUNTY PURCHASING DEPARTMENT

Winner 2000- 2005 Achievement of Excellence in Procurement Award  
National Purchasing Institute



Jerome Noble, Director

April 21, 2006

RE: 06RFP00013YB-CL  
Commercial Reappraisal

Dear Proposers:

Attached is one (1) copy of Addendum No. 4, hereby made a part of the above referenced 06RFP00013YB-CL - Commercial Reappraisal

Kenneth Voss, MAI, SRA, CAE,

Reading though the RFP, we came across a number of areas where we felt an explanation is required:

1. RFP is missing items 3.1, 3.2, 3.3 in Section 3.3.34; please answer these questions about the deliverables (Section 3.3.34)
  - **Nothing is missing, 3.4 is the first deliverable listed.**
2. 3.18 complete listing and processing of new construction and final estimates of value (for which years? for what type of properties?)
  - **The reappraisal project is scheduled to begin in late 2006 and should be as of January 1, 2008. The reappraisal includes every property type listed in the RFP.**
3. 3.19 Develop market models (for what types of property, how many models are expected?)
  - **The models should be developed for every property type included in the county's commercial files.**
4. Residential is indicated throughout the RFP; is this an error or in fact, a revaluation of residential cost tables, etc.?
  - **Residential properties/structures may be included in some of the commercial nbhds.**
5. What is the origin of the RFP; it seems I have seen similar verbiage from the vendors that were present in the Pre-Proposal Conference, April 4, 2006.

- **This is the same document.**

Joseph Eckert

1, On page 3-7 it says "the propose shall prepare a construction cost manual no later than June 30 2007 showing the proposed pricing index schedules for residential, commercial, industrial, agricultural >>>>" Is this correct that you want residential cost information as well. This completed changes the scope

- **Residential properties/structures may be included in some of the commercial nbhds.**

2, on page 3-14 under 3.3.34 work product deliverables. there is no items 3.1, 3.2, 3.3 the lists starts as item 3.4 is this correct or are items missing.

- **Nothing is missing, 3.4 is the first deliverable listed.**

3, on page 3-18 section 4 relevant project experience. This wording come out of an earlier rfp for a business process review. It does not seem relevant for this rfp. It says "In accordance with the minimum qualifications in section 1.4 of this rfp identify three projects where the proposer has preformed at least three analyses or process reviews of a property tax system with entities comparable to Fulton County within the last three years

- **What is the question?**

4, on page 3-18 item 3 and 4 seem overly restrictive. I have done revaluation all over the world and have never seen anything like this. Given this requirement and the requirement that the vendor use the clt system make me think you have wired this for clt.

- **This is the system utilized by Fulton County.**

5 We would appreciate an extension of the due date until these questions are answered and communicated to all potential vendors of this solicitation

- **Please contact the Purchasing Department**

Charles I have another question that needs clarification. The addendum no 2 seems to say that you want a cost estimate for all elements of the project based on both the assumption of complete exterior and interior inspection and exterior only. Your rfp page 3-9 under 3.3.20 Valuation of commercial structures says that "The proposer will physically enter and inspect each commercial structure, whether utilized or not, to assure the correctness of the information on the property record card, the fair and equitable application of the valuation principles." Please clarify as there is a large cost difference if you only want an exterior inspections.

- **The county expects a comprehensive review of all commercial properties.**

Gene Carpernter

\* How many bound reports do you currently have for Industrial and Public Utilities?  
**The Personal Property Division maintains a spreadsheet of all public utilities.  
Specific property type reports are available upon request.**

\* Is the contractor only required to do new construction for the property classes that are outlined in the specifications? **Yes**

\* Page 2-6, 2.16 ..... A proposer, by submitting a proposal agrees to be bound by any modifications made by the County (if the scope is increased the proposer shall have the right to adjust it's fee's up or down on the change?)

**Contact the Purchasing Department**

\* What is the square footage of the space being leased for \$500.00? Is there additional space available if needed and what would the square footage cost be to the vendor.

**I will provide an answer from the county's General Services Department by April 24.**

\* How many workstations will be available to the vendor for the data entry phase of the project?

**Four workstations will be available for the project.**

\* How many Agricultural appraised like Commercial are there? How many of those are improved?

**Are you referring to agricultural parcels or structures? Most of the parcels are located in the industrial zoned areas.**

\* Is there a two pass system where on the first trip the data is collected and the second would be a drive by?

**Yes**

Randy Bare

Would it be possible for personnel from our Company to photocopy some of the current commercial appraisal records? We would like to view those records against actual information in the field to gage the quality of the existing data.

**All of the Tax Assessors property characteristic documentation is considered public records.**

2.19 - Wage Clause - What is the current wage agreement and working conditions that we will need to comply with?

**Contact the Purchasing Department**

3.3.6 - Work Stations - The County will provide four (4) work stations. If we need more work stations is access available for additional work stations? Would the County provide these or should we assume that we would be responsible for the cost of that hardware?

**No additional workstations will be available from the Assessors Office. You are responsible for extra accommodations.**

3.3.6 - Office Space - The County will provide office space. What is the size of the space and are there partitions or any private office areas?

**I will have this information by April 24 from the General Services Department.**

3.3.16 - Cost Calibration - It appears that you are requesting cost calibration and preparation of construction cost manuals for residential and agricultural classes in addition to commercial, industrial and

exempt properties. Is this accurate? If so, will the County provide data on recently constructed residential and agricultural buildings or are would we be expected to gather this data ourselves?

**Residential and agricultural properties/structures may be included in some of the commercial nbhds. Yes, the county's information is available.**

3.3.19 - Appraisal of Agricultural Property - This article addresses the valuation of agricultural land. If it is accurate that the County wishes the Contractor to value agricultural land how many parcels are included in this class separate from the commercial classes you have provided (18,350)? To accurately value ag land, one would expect to do some level of site visit. Is this your expectation?

**Most of the parcels are located in the industrial zoned areas. Yes, site visits are required.**

3.3.25 - New Construction - Are there specific building permits available for new construction parcels? How many permits that would be addressed under this agreement per year? How many re-checks are expected per year?

**We receive new construction building permits on a monthly basis. We receive approximately 500+ commercial permits a year.**

3.3.29 - Splits - How many splits are there per year? How many combinations are there per year?  
**I can provide this information by April 24.**

Except as provided herein, all terms and conditions in the referenced 06RFP00013YB-CL - Commercial Reappraisal referenced above remain unchanged and in full force and effect.

Sincerely,



Charles Leonard  
Chief Assistant Purchasing Agent

06RFP00013YB-CL - Commercial Reappraisal  
Addendum No. 4

This Addendum forms apart of the contract documents modifies the original RFP/ documents as noted below.

Responses to questions received regarding 06RFP00013YB-CL - Commercial Reappraisal.

ACKNOWLEDGEMENT OF ADDENDUM NO. 4

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, S. W., Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time May 9, 2006, 11:00 A.M.

This is to acknowledge receipt of Addendum No. 4 \_\_\_\_\_ day of \_\_\_\_\_, 2006

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title