



COUNTY OF FLUVANNA, VIRGINIA
REQUEST FOR PROPOSALS (RFP) #2021-03
GENERAL REASSESSMENT SERVICES OF REAL PROPERTY

ADDENDUM # 1:

Reference – Request for Proposal: RFP #2021-03
Title of Request for Proposal: GENERAL REASSESSMENT SERVICES OF REAL PROPERTY
Issue Date: February 5, 2020
Bid Due Date and Time: February 23, 2020 at 2 p.m. EST

The above RFP #2021-03 is hereby amended and modified as follows:

1. Page 21, Section 34.A shall be changed to read:

RFP Questions: Address questions concerning this RFP to the Procurement Contact listed on page 1 of this RFP. Offerors shall submit any questions in writing. Written responses, including the questions, will be posted with the RFP. Questions will not be accepted after 5 p.m. on February 11, 2021.

2. The following are clarifications from questions received:

- a. What was the pricing structure pertaining to the last awarded contract for the dual part (both years) General Reassessment in Fluvanna County?
 - i. Please see attached section entitled “Compensation” being an excerpt of the Contract between the County and contractor for reassessment services and page 6 of Exhibit 2 (defined as the “Response” in such contract) to the such contract. The prior contract was approved by the Fluvanna County Board of Supervisors on 2/7/18.
 - ii. If you wish to see the full contract for reassessment services or request other records of the County, then you will need to submit a Freedom of Information Act Request. There may be a reasonable charge to you for responding to the same. There is a request form online available at:
<https://www.fluvannacounty.org/administration/webform/form-18-virginia-freedom-information-act-vfoia-request-records-webform>. To request records from The County of Fluvanna Administration Department, or if you are uncertain from whom you should request records, please contact:

Kelly Belanger Harris,

Phone: (434) 591-1910

Fax: 434-591-1911

U.S. Mail: FOIA Request, Attn: County Administration, PO Box 540, Palmyra, VA 22963

In Person: 132 Main Street, Palmyra, VA 22963, County Administration Office, 3rd Floor of the County Administration Building

Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Very truly yours,

Cyndi Toler, Purchasing Officer
Fluvanna County, Virginia
132 Main Street
Palmyra, VA 22963
(434) 591-1930

Name of Firm: _____

BY: _____

Signature of duly authorized representative

Title: _____

Date: _____

“2019 Reassessment”. Those portions of the Services related to or required for the 2021 General Reassessment are sometimes referred to herein as the “2021 Reassessment”.

II. COMPENSATION: In accordance with that “Cost Proposal for Reassessment Services” being page 6 of the Response the Contractor will be paid as follows:

For any first-time assessments of new construction in years 2017 to 2020 – \$32.00 per parcel;

For that 2019 Administrative Review Reassessment – \$8.75 per parcel; and

For that 2021 General Reassessment (including on-site review and digital images) – \$13.00 per parcel.

The Contractor shall invoice the County annually for any first-time assessments of new construction services provided in the prior calendar year on or after the 1st of January each year during the Contract term (with the first invoice to be on or after January, 2019) after the Completion Date of such services. The Contract Term shall begin on the date this Contract is signed by the County and shall terminate when all Services have been provided unless earlier terminated by the County as permitted hereunder.

The Contractor shall invoice the County for those Services related to the 2019 Reassessment after the Completion Date of such 2019 Reassessment Services.

The Contractor shall invoice the County for those Services related to the 2021 Reassessment only after the Completion Date of all Services required under this Contract (including without limitation those Services related to the 2021 Reassessment). It is specifically understood that the final payment under this Contract for those Services relating to the 2021 Reassessment shall not be due or owing until all Services required under this Contract has been completed in full compliance with this Contract, the County’s General Terms, the Response and the RFP to the sole satisfaction of the County.

Payments shall be due within forty-five (45) days of receipt of a valid invoice by the County. All such payments shall be made in accordance with Section 47 “Payment” of the General Terms. The date that all Services, or portions thereof if so specified above, are completed in full compliance with this Contract, the County’s General Terms, the Response and the RFP to the sole satisfaction of the County is the “**Completion Date**”

III. OTHER CONTRACT TERMS: The County’s General Terms are specifically made a part hereof and incorporated herein by reference. In the event of a direct conflict, this Contract shall control over any exhibit hereto. Whenever possible this Contract and all exhibits shall be read together. The order of precedence for the exhibits is as follows: (i) County’s General Terms; (ii) Response; and (iii) RFP. With (i) controlling over (ii) and (iii) in the event of a direct conflict, and so forth.

COST PROPOSAL FOR REASSESSMENT SERVICES

Ms. Cyndi Toler, Purchasing Officer
County of Fluvanna
132 Main Street
P. O. Box 540
Palmyra, VA 22963

Dear Ms. Toler:

I am pleased to submit the following proposal cost to conduct reassessment services:

Cost: 2017 \$32.00 per parcel for new construction (estimated 400 permits) Total \$12,800.00

Cost: 2018 \$32.00 per parcel for new construction (estimated 400 permits) Total \$12,800.00

Cost: 2019 "Administrative Review Reassessment" \$8.75 per parcel x estimated 16,400 parcels
\$143,500.00

Cost: 2019 \$32.00 per parcel for new construction (estimated 400 permits) Total \$12,800.00

Cost: 2020 \$32.00 per parcel for new construction (estimated 400 permits) Total \$12,800.00

Cost: 2021 General Reassessment \$ 13.00 per parcel for on-site review and digital images

Any parcels over the estimated parcel count of 16,312 will be charged at the same rate should the total count be less than 16,312 only the number of parcels appraised will be invoiced.

Fred W. Pearson, Co-Owner
Pearson's Appraisal Service, Inc.
PO Box 36404
Richmond, VA 23235
888-573-2776

December 19, 2017