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| *New York State Department of Taxation and Finance Logo* |
| **BUREAU OF FISCAL SERVICES** **Procurement Unit** |  |  |

**March 4, 2025**

**Request for Proposals (RFP) 24-100**

**Real Property Appraisal Services**

**Response to Bidder Questions**

To All Potential Bidders:

Attached are the Department’s Responses to Bidder Questions received for the above referenced RFP.

| **#** | **RFP Reference** | **Question** | **Answer** |
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| **Section** | **Page** |
| 1 | **RFP Section 2. Scope of Services** 2.2 Perform Site Inspection | 11 | Methodology and requirements for the Site Inspection: Due to assets being underground, and not being readily available for inspection, would the Department be comfortable with vendor representatives (Appraiser and Civil Engineer) visiting Liberty water training center to meet with the utility’s engineering and technical staff to understand the materials, equipment and maintenance programs? Or stated another way, does the Department require vendors visit each municipality and discuss the systems individually? | **The exact terms of the site inspection are to be negotiated with Liberty Utilities. Ideally, the appraiser and Civil Engineer will be able to visit a training facility and meet with Liberty Utilities’ engineering and technical staff to understand the materials, equipment, and maintenance programs. However, at this time the Department does not know the details of the site inspection.**  **The Department will discuss the details of the site inspection with the Contractor after contract award. The Department believes it is highly unlikely that a visit to every single municipality with property at issue in this case is necessary.** **See RFP Section** **8.2 Cost for Deliverable 2(B) – Site Inspection (Page 22), for more information about site inspection.** |
| 2 | **RFP Section 3. Mandatory Requirements****3.1 Qualifying Requirements**Requirement 3.1.5 | 14 | Does the certification as an Accredited Senior Appraiser (ASA) and Professional Engineer (P.E.) meet the functionally equivalent of a New York Certified General Real Estate Appraiser requirement? | **Yes, certification as an Accredited Senior Appraiser may be considered the functional equivalent to a Certified General Real Estate Appraiser in New York as long as temporary reciprocal NYS approval is received from the NYS Department of State. The Bidder must demonstrate they meet Qualifying Requirement 3.1.5, including the reciprocal approval if applicable, in their Proposal. Subsequent approval for reciprocity will not be considered meeting this requirement.** |
| 3 | **RFP Section 4. Technical Requirements** 4.1 Methodological Approach | 16 | As part of the valuation process, would the Department require an appraisal of the easements? | **The intangible property, such as the easements at issue, will need to be valued. However, case law indicates that in most circumstances the intangible property value can be calculated as simply 5% of the value of the tangible property. The Department believes it is likely that the 5% rule will apply in this case and, therefore, minimal work will be necessary to determine the value of the intangible property including easements.** |
| 4 | **RFP Section 5. MWBE Plan and Diversity Practices**  | 19 | Does the Service Disabled Veteran Owned Status of a vendor meet the MWBE requirement? Specifically, would it count as 30% of the MWBE participation goal as outlined on page 10?  | **No. Service-Disabled Veteran-Owned Business (SDVOB) is a separate designation from being a Certified Minority and Women-Owned Business Enterprise (MWBE). Additionally, the 30% MWBE participation goal required under this contract is a subcontracting requirement. Even if the prime contractor/vendor was a Certified MWBE, they would still be required to subcontract out a portion of the Services to another Certified MWBE to meet the 30% goal.** **See RFP Section 9.2.5 (Pages 28-30) and Section 9.2.7 (Page 32).** |