



# TOWN OF APPLE VALLEY

## TOWN COUNCIL STAFF REPORT

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**To:** Honorable Mayor and Town Council      **Date:** July 08, 2014  
**From:** Marc Puckett, Assistant Town Manager      **Item No:** 9  
**Subject:** AUTHORIZE STAFF TO PREPARE A REQUEST FOR PROPOSAL (RFP) FOR APPRAISAL SERVICES FOR THE POTENTIAL ACQUISITION OF A WATER COMPANY AND OTHER TOWN RELATED SERVICES AS NEEDED  
**T.M. Approval:** \_\_\_\_\_      **Budgeted Item:**  Yes  No  N/A

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### **RECOMMENDED ACTION:**

That the Town Council authorize staff to prepare a Request for Proposal (RFP) for appraisal services.

### **SUMMARY:**

The Town of Apple Valley is interested in the preparation of an RFP and/or requesting qualifications from firms to potentially provide professional services for Property Appraisal and Acquisition Services. These Property Appraisal and Acquisition Services may include professional services for appraisals of public or private property, possibly including the Apple Valley Ranchos Water Company System, acquisition of right-of-way, public or private property including easements, utility easements, and valuation of utility distribution and collection systems. Requested appraisals may include valuation services to assist in determining good faith offers for any property deemed in the Town's interest to pursue for possible future acquisition.

### **BACKGROUND:**

The residents of the Town of Apple Valley have repeatedly expressed concern regarding the continuous rate increases imposed on property owners for utility services. In addition to these concerns, the Town Council has also been displeased with its inability to control these increases in utility rates, specifically for water services. In response to the request of citizens and its own displeasure with this process, the Town Council has requested that staff consult with individuals that specialize in the appraisal and acquisition of such utility providers.

Property Appraisal and Acquisition Services are an area of specialized expertise requiring assistance from those professionals licensed to practice in this area. Such services provided may include professional services for appraisals of public or private property, acquisition of right-of-way, public or private property including easements and utility easements. Requested appraisals may include valuation services using a variety of accepted appraisal valuation

methods or approaches to determine value. The services may require the consultant to inspect property, property improvements and prepare written reports including findings and recommendations. It is expected that separate provision services agreements will be entered into at the time a decision is formally made to appraise one or more assets.

**FISCAL REVIEW:**

To the extent such professional services are authorized within the adopted budget, staff may proceed with execution of a professional service agreement within the Town Manager's purchasing authority. Should the cost of any proposed professional services contracts exceed the Town Manager's purchasing authority, a staff report inclusive of staff's recommendation will be placed on a future agenda for Council consideration.

**LEGAL REVIEW:**

No legal review is required.

**CONCLUSION:**

Staff recommends that Council authorize the preparation of an RFP for appraisal services.