



CAMERON COUNTY PURCHASING  
1100 E. Monroe St,  
Brownsville, Texas 78520  
(956) 544-0871 Fax: (956) 550-7219

**Q & A Batch 1 PAGE 1 of 4**

**Date out : 4/22/19**

**RFP # 190301**

**INSURANCE APPRAISALS**

**DEADLINE: APRIL 30, 2019**

**(IN ORDER TO AVOID DISQUALIFICATION – ALL ADDENDUMS MUST BE SIGNED AND RETURNED BY DEADLINE AND INCLUDED IN THE SEALED RFP PACKAGE SUBMITTED)**

1. Have you determined which building(s) and/or location(s) will need the Functional Replacement Cost to be developed?

*The functional replacement cost locations have not been determined to date, but will be furnished as soon as the Commissioner's Court makes a decision.*

2. Which RMS-11 data elements are going to be required?

*All RMS-11 data is required.*

3. Will the county provide the personal property details related to each location(s) to the contractor? (Fixed asset register or depreciation schedule, etc.)

*The County will provide a fixed asset register and will not provide book depreciation schedules; because Cameron County is asking the appraiser to determine physical depreciation – not book depreciation.*

4. The SOV has certain entries that are not buildings or personal property, are these entries to be excluded from the scope? (For example, 27159 State Park Rd #100, South Padre Island, TX 78597 – E.K. Atwood Park Beach Access #5 has improvements & betterments listed for \$3,570,794.)

*All SOV personal property and building values are to be included in the appraisal, with no exceptions.*

5. The SOV has certain entries that only include personal property and/or ED (electronic data) with no corresponding building value (assuming leased locations). Are these locations still to be included in the analysis but with only the personal property and ED valued?

*All personal property and electronic data processing equipment (not data) is to be included in the appraisal.*

Company Name \_\_\_\_\_ Phone # \_\_\_\_\_  
Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

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6. What type of data will be available for the personal property? Asset listing?

*An asset listing can be provided.*

7. How should the personal property be appraised? By individual assets or by square foot usage

Give us options for both methods.

8. Is an inventory of personal property required?

*Give us options with and without an inventory.*

9. Is COPE data of the buildings available or will that need to be recorded by the appraiser?

*We have a limited amount of information on the SOV.*

10. Page 3 of the RFP gives a URL for the Conflict of Interest form that doesn't work, and the one included in the package isn't the same as a revised one online. Which is correct?

*Web site has been corrected for the current Conflict of Interest form.*

[http://www.co.cameron.tx.us/Purchasing/Docs/CIQ\\_2019.pdf](http://www.co.cameron.tx.us/Purchasing/Docs/CIQ_2019.pdf)

11. This also seems to be the case for the Disclosure of Interest and the Texas Ethics Commission forms as well.

*Web site has been corrected for the current Disclosure of Interest.*

<http://www.co.cameron.tx.us/Purchasing/Disclosure%20of%20Interest.pdf>

*Texas Ethics Commission 1295 Form must be completed at TEC Site. Link to TEC site is noted in this RFP.*

12. Is page 35 from the original RFP the form that we use to respond to "F. Qualifications" on page 33?

Yes.

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13. Page 37, “Appendix I Current Insurance Schedule of Values” is blank. Should this have information and if so, what?

*Page 37 is simply a cover sheet for the SOV. The SOV should be posted on the website as a separate document but part of the RFP.*

14. Page 38, “Section III Proposal Forms” is blank. Should this have information and if so, what?

*Page 38 is simply a cover sheet for the proposal forms. The proposal forms start on page 39.*

15. Section II Forms – if we have more information that does not fit on the form provided are we allowed to attach an additional word document or do we need to keep all content on the page provided for each response? Where should these be included in our response?

*You should use the “Exception” page to outline any differences between what is being requested and what is being offered. If there is not enough room on the Exception page, you may attach an additional Word document to complete your response(s) as long as the additional response information is clearly identified as to what question the response applies.*

16. Page 33 of 46 indicates the need for actual cash value, replacement cost and functional replacement cost. Do you need all three values for each building or only one of these values for each building? If only one can you indicate which buildings need acv, crn and functional?

*The County is interested in actual cash value and replacement cost for all buildings and related structures that are included in the schedule of values. The locations to be appraised for functional replacement cost will be furnished at a later date.*

17. Wanted to clarify language. Page 38 or 46 indicates “RMS-11” and assume this to be the need for secondary COPE data?

*The County is requesting all RMS-11 data, which would be in addition to C.O.P.E.*

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18. Is there flexibility on the max pages for Methodology and experience? One page may be somewhat challenging to describe fully.

*The agent is not limited on the number of pages with respect to describing methodology and experience.*

19. Does county have estimate of EDP for each building?

*The County is researching and will get back to you soon.*

20. Page 41 of 46. Do you need a total project fee for each category or per building fee?

*The County is interested in receiving a total project fee broken out as specified on page 39 of the RFP.*

21. Some items on SOV include “land improvement” type items. For example a pool or a bridge. Should these be included in scope or excluded?

*Any physical structure that is included on the schedule of values is to also be included for appraisal services.*

22. For leased locations are contents needed to be valued by awarded vendor?

*Yes, the County wants contents at leased locations to be appraised as well.*

23. Is the County interested in a multi-year agreement for updating appraisal values or one year?

*The County is interested in awarding a contract for the project only with no future services contemplated at this time.*

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