Meeting Date: September 6, 2012

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2012-50

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL WAIVING THE PURCHASE RESTRICTIONS AND EXTENDING APPRAISAL CO. OF ALASKA'S CONTRACT TO PROVIDE REAL AND PERSONAL PROPERTY ASSESSMENT SERVICES FOR 2013

WHEREAS, the City of Dillingham wishes to contract with an outside source for assessment services for the purpose of real and personal property assessments for 2013 year; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130 allows waiving of purchase restrictions if the City Council finds that it is not in the public interest to follow the procurement procedures for the contracting of professional services, following approval of a resolution stating such; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, Exemptions A. 6, Restrictions and provisions of this chapter shall not apply, 6. To professional services retained on a continuing as opposed to a project basis, i.e. accounting, appraisal, legal and civil engineering services; and

WHEREAS, Appraisal Company of Alaska has performed these services professionally in the past, most recently for the period 2010-2012, and within budget, for which the Council wishes to retain such services;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council waive the purchasing restrictions as stated above;

BE, IT FURTHER RESOLVED that:

1. The payment of services shall not exceed $24,000 for 2013, which is a revaluation with inspection of all properties to be conducted in the fall of 2012; and
2. The contract assessor represent the City of Dillingham at the annual Board of Equalization Meeting. The assessor's fee for representation at the BOE is included in the price above.

PASSED and ADOPTED by the Dillingham City Council on September 6, 2012.

SEAL:

Alice Ruby, Mayor

ATTEST:

Janice Williams, City Clerk

City of Dillingham Information Memorandum No. R2012-50

SUBJECT: Resolution No. 2012-50, A Resolution of the Dillingham City Council waiving the purchase restrictions and extending Appraisal Co. of Alaska's contract to provide Real and Personal Property Assessment Services for 2013

Agenda of: September 6, 2012

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera

Rose Loera, City Manager

Route To:	Department / Individual	Initials	Remarks
X	Finance / Carol Shade	CS	
X	City Clerk / Janice Williams	JW	

Fiscal Note: Yes ___X___ No _____ Funds Available: Yes ___X___ No _____

Other Attachment(s):

- Agreement for Professional Services

Summary Statement.

The City needs to have Assessment services on an annual basis, and periodically have the real and personal property revalued. In an effort to get the services performed and finalized prior to March 1, 2013, the Finance Department is requesting that we extend the contract for Appraisal Company of Alaska for one year. Contracts for appraisal services can be exempted from the usual RFP process through DMC 4.30.130 A.6.

A. Restrictions and provisions of this chapter shall not apply:

6. To professional services retained on a continuing as opposed to a project basis, i.e., accounting, appraisal, legal and civil engineering services.

Administration recommendation: Adopt Resolution No. 2012-50

City of Dillingham
Fiscal Note

Agenda Date: September 6, 2012

Request:

ORIGINATOR: Carol Shade

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT ☑YES ☐NO
AMOUNT REQUESTED: est $ 24,000.00		FUNDING SOURCE **General Fund: Finance**
FROM ACCOUNT 1000.7030.10.14.0000.0	$ 24,000.00	Project **Appraisals**
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date: 8/30/2012

EXPENDITURES

OPERATING	FY12	FY13	FY14	FY15
Personnel				
Fringe Benefits				
Sand				
Appraisals	24,000.00			
Land/Buildings				
Miscellaneous				
TOTAL OPERATING	**$ 24,000.00**	**$ -**	**$ -**	**$ -**

CAPITAL				

REVENUE				

FUNDING

General Fund	$ 24,000.00			
State/Federal Funds				
Other				
TOTAL FUNDING	**$ 24,000.00**			**$ -**

POSITIONS

Full-Time	1	1	1	
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: Carol Shade — August 31, 2012

DEPARTMENT: Finance Department — August 31, 2012

APPROVED BY: Carol Shade — 8/31/12