

CONSENT ITEM

Claims Committee Meeting, March 12, 2020
Board of Governors Meeting, March 25, 2020

CONTRACT ID:	Appraisal Services RFP 15-0022 Contract Number 15-15-0022
BUDGETED	Yes. This Consent Item is not requesting additional funds. The requested amendment is not expected to require an increase to previously approved funds.
CONTRACT AMOUNT	The estimated contract amount is anticipated to remain at \$36,750,000 for Appraisal Services, 15-15-0022. The Board previously approved these contracts on December 9, 2015.
CONTRACT HISTORY	These contracts were approved by the Board on December 9, 2015, following the competitive procurement of RFP 15-0022 Appraisal Services.
CONTRACT TERM(S)	The contracts with Vendors for Appraisal Services have a four (4) year base term, with three (3) optional, one-year renewal terms. Appraisal Services, 15-15-0022: (Currently within initial term: April 9, 2016 through April 8, 2020).
PURPOSE/SCOPE	<p>This Consent Item requests approval to amend these contracts with Appraisal Services Vendors to provide a flat fee for time spent preparing and attending civil proceedings as a fact witness in Citizens' matters. Given the frequency of the requirement for appraisers to provide testimony as fact witnesses during civil proceedings and the varying methods of compensation invoiced, Citizens has determined that there is a need to provide standardized, clearly defined billing guidelines for these services. Citizens anticipates that implementing flat fee compensation and billing guidelines will provide benefits in the form of an overall cost savings to the organization, increased operational efficiency as it relates to the processing of invoices, and improvement in the ability to forecast projected costs associated with these services.</p> <p>Under the proposed amendment, preparation and attendance at a civil proceeding as a fact witness will be compensated at a flat fee of \$525.00 for time spent preparing for testimony, and an additional flat fee of \$525.00 per day for time spent traveling to and from and testifying at the proceedings.</p>
PROCUREMENT METHOD	Amendment to existing, previously competitively procured (RFP 15-0022) contracts with Vendors providing Appraisal Services.

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RECOMMENDATION	Staff recommends that Citizens' Claims Committee approve and recommend the Board to: <ul style="list-style-type: none">a) Approve contract amendments to the above listed Appraisal Services contracts, to add a flat fee of \$525.00 for time spent preparing for attendance at a civil proceeding, for Appraisal Services, RFP 15-0022;b) Approve contract amendments to the above listed Appraisal Services contracts, to add a flat fee of \$525.00 per day to be paid for time spent traveling to and from and testifying at a civil proceeding; andc) Authorize staff to take any appropriate or necessary actions consistent with this Consent Item.
CONTACTS	Jay Adams, Chief Claims Officer