

**23. Approve Work Order #1 to RFP-4130-01/BJC - Review Appraisal Services for East Lake Mary Boulevard, Phase II-B, with P.A.R.A.R.A., Inc., Deland (\$87,500.00).**

RFP-4130-01/BJC provides for appraisal review services on an as-needed basis. Work Order #1 will provide for appraisal review services for the East Lake Mary Boulevard, Phase II-B project. The scope of services will include partial fee taking not requiring and requiring before and after appraisals; whole taking; stand alone Temporary Construction Easement (TCE) and Permanent Easement (PE); and incremental amount added for associated TCE, PE and complex cost to cure. The total amount of this Work Order with P.A.R.A.R.A is \$87,500.00.

Funds are available in account number 077515-56061000 (Engineering, Land) CIP #DE56251Z. Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend to Board to approve and authorize the Chairman to execute the Work Order.

**WORK ORDER  
FOR  
APPRAISAL REVIEW SERVICES MASTER AGREEMENT  
(RFP-4130-01/BJC)**

**WORK ORDER NO.:** 1

**PROJECT:** East Lake Mary Boulevard - Phase II-B

**COUNTY:** SEMINOLE COUNTY, a Political Subdivision  
of the State of Florida

**CONSULTANT:** P.A.R.A.R.A. SERVICES, INC.

Execution of this Work Order by the COUNTY shall serve as authorization for the CONSULTANT to provide for the above project, professional services as set out in the Scope of Services attached as Exhibit "A" to that certain Agreement of January 2, 2002 between the COUNTY and the CONSULTANT and further delineated in the specifications, conditions and requirements stated in the following listed documents which are attached hereto and made a part hereof.

**ATTACHMENTS:**

☐ Drawings/Plans/Specifications  
☒ Scope of Services  
☐ Special Conditions  
☐ \_\_\_\_\_

The CONSULTANT shall provide said services pursuant to this Work Order, its attachments and above-referenced Agreement which is incorporated herein by reference as if it had been set out in its entirety. Whenever the Work Order conflicts with said Agreement, the Agreement shall prevail.

**TERM:** This Work Order shall terminate upon completion of the Scope of Services or three (3) years from the date of execution, whichever comes first.

**METHOD OF COMPENSATION:**

(a) This Work Order is issued on a:

- ☐ FIXED FEE BASIS
- ☒ TIME BASIS METHOD WITH A NOT-TO-EXCEED AMOUNT
- ☐ TIME BASIS METHOD WITH A LIMITATION OF FUNDS AMOUNT

(b) The compensation is based on a "Time Basis Method" with a Not-to-Exceed Amount. The CONSULTANT shall perform all work required by this Work Order for a sum not exceeding EIGHTY-SEVEN THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$87,500.00). The CONSULTANT's compensation shall be based on the actual work required by this Work Order.

Payment to the CONSULTANT shall be made by the COUNTY in strict accordance with the payment terms of the above-referenced Agreement.

It is expressly understood by the CONSULTANT that this Work Order, until executed by the COUNTY, does not authorize the performance of any services by the CONSULTANT and that the COUNTY, prior to its execution of the Work Order, reserves the right to authorize a party other than the CONSULTANT to perform the services called for under this Work Order if it is determined that to do so is in the best interest of the COUNTY.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Work Order on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ for the purposes stated herein.

ATTEST:

P.A.R.A.R.A. SERVICES, INC.

\_\_\_\_\_, Secretary

By: \_\_\_\_\_  
J.E. HARDMAN, President

(CORPORATE SEAL)

Date: \_\_\_\_\_

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
MARYANNE MORSE  
Clerk to the Board of  
County Commissioners of  
Seminole County, Florida.

By: \_\_\_\_\_  
DARYL G. MCLAIN, Chairman

Date: \_\_\_\_\_

For the use and reliance  
of Seminole County only.  
Approved as to form and  
legal sufficiency

As authorized for execution by  
the Board of County Commissioners  
at their \_\_\_\_\_,  
20\_\_\_\_, regular meeting.

\_\_\_\_\_  
County Attorney

AC/lpk  
9/26/02 9/30/02  
wol-4130

Attachment:  
Exhibit "A" - Scope of Services

## EXHIBIT "A"

## APPRAISAL REVIEW SCOPE OF SERVICES

Master Contract No:

Work Order No:

Project East Lake Mary Boulevard, Phase IIB (ELMB IIB)

Consultant: Warren Heyman, P.A.R.A.R.A. Services, Inc., 230 N. Woodland Blvd., Suite 305, Deland, Florida 32720

The Scope of Services for the above referenced parcels shall be performed as requested by the responsible Assistant County Attorney as follows:

1. The appraisal review shall conform with the requirements of the Uniform Standards of Professional Appraisal Practice, Seminole County Appraisal Guidelines, Florida Law, and the COUNTY'S direction in response to just compensation, all of which are incorporated herein by reference and made a part of this Scope of Services.
2. The appraisal review report shall be complete and of such quality on the date of submission so as to serve, not only as a support for just compensation, but also as defensible evidence in the COUNTY'S position in subsequent condemnation proceedings. The REVIEW APPRAISER shall prepare a **Review Appraiser's Statement** for each appraisal report reviewed.
3. The REVIEW APPRAISER shall be provided with copies of right-of-way plans, construction plans, the appraisal consultant's Technical Proposal submission Scope of Services, County's Appraisal Guidelines, and other relevant available materials deemed necessary by the County, to assist in the review of the appraisal reports.
4. The REVIEW APPRAISER shall examine any report and cost estimate prepared by appraisal support firms/individuals (i.e. engineer, land planner, etc.) and any parcel sketches prepared by the surveyor, contractor, etc. for reasonableness, conformity with right-of-way plans and the correct inclusion into the appraisal report.
5. Appraisal review services for ELMB IIB shall be on an as needed and as requested basis under the written direction of the COUNTY'S responsible Assistant County Attorney or designee. Compensation will be based upon the bid proposal submitted by the review appraiser for ELMB IIB on a per parcel review basis.
6. In the event of case settlement or other decision by the COUNTY, the Assistant County Attorney may direct that all work in progress be suspended or discontinued. The REVIEW APPRAISER shall be authorized to invoice for hourly rates based on the work performed to the date the stop

work direction is issued, but limited by the contract prices for the particular services invoiced.

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**P.A.R.A.R.A.  
SERVICES, INC.**

*Super!*  
*23*

**23**

September 9, 2002

Mr. Robert R. Risner, MAI  
Review Appraiser  
County Attorney's Office  
1101 East 1<sup>st</sup> Street  
Sanford, Florida 32771

*PP*  
*4130 -*  
*01*  
SEP 10 11:10:22  
COUNTY ATTORNEY'S OFFICE

RE: Appraisal Review Services  
Request for Bid Proposal  
East Lake Mary Blvd. II B

Dear Mr. Risner:

I have reviewed the Request for Bid Proposal transmitted to P.A.R.A.R.A. Services, Inc. by E-Mail, Wednesday, September 4, 2002. I understand your request is for a range of fees for each of the eight (8) categories of appraisal reports listed in your letter. The range of fees requested for each appraisal category is to include consideration of whether the property is vacant or improved and whether there are split remainders. The following range of appraisal review fees are respectively submitted for your consideration.

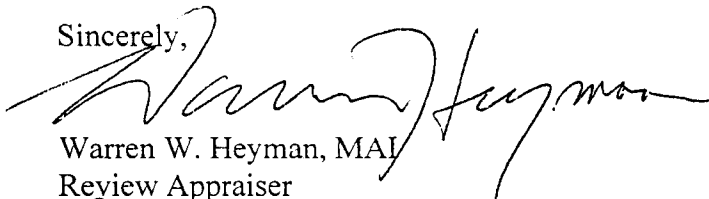
1. Partial fee taking not requiring a before and after appraisal	\$ 750 - 1,000
2. Partial fee taking requiring a before and after appraisal	\$1500 - 2,500
3. Whole take	\$ 750 - 1,200
4. Stand alone Temporary Construction Easement (TCE)	\$ 750 - 1,000
5. Stand alone Permanent Easement (PE)	\$ 750 - 1,000
6. Incremental amount added for associated TCE	\$ 250 - 300
7. Incremental amount added for associated PE	\$ 250 - 300
8. Incremental amount added for complex Cost to Cure	\$ 300 - 350

The total proposed fees for appraisal reviews of all the parcels listed on the register will not exceed \$87,500.

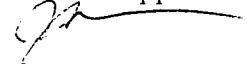
A copy of this letter has been mailed to your attention at Seminole County Attorney's Office, 1101 East 1<sup>st</sup> Street, Sanford, Florida 32771.

If there are any questions concerning this proposal, please give me a call.

Sincerely,



Warren W. Heyman, MAI  
Review Appraiser



WWH/bar