

2014 AGENDA REQUEST

April 2, 2014 Meeting

DATE EMAILED TO LEGAL 3/20/14

Department Assessment Office

Division Head Robyn Glocker-Hammond

Phone Number 6449

Department Head Approval YES NO

Awarded by the following procedure

BID# _____ Disclosure Form Received (Proprietary Vendors) YES NO

RFP# 14-016 State Contract # _____ Verified YES NO

Type of Contract

Purchasing Contract & Resolution (Over \$17,500.00) Resolution Only (Extension of Term)

Amendment - Extension of Term Increase of Contract Amount Decrease of contract Amount

New Term for Extension _____ Contract Amount \$ _____

Reason for Amendment _____

Original Resolution Date _____ Original Contract Term _____ Extensions _____

Original Contract Amount \$ _____

*Previous Pool of Appraiser Contracts

Vendor Information

Name & Address of Company, Vendor or Contractor:

J. McHale & Associates, Inc.
Amherst Commons, 693 Main St, Bldg C, 2nd Fl.
P.O. Box 26, Lumberton, NJ 08048

Passed 2/20/13
Term 2/20/13 -
2/19/14
\$25,000.00

Contact Person Jerome J. McHale

Brief description of services/items to be provided by Vendor or Contractor:

Pool of Appraisers for the County of Gloucester in
Connection with the Defense of Assessments

* Contract Term: 4/2/14 - 4/1/15

* Contract Amount: \$ 25,000.00 Amount not to exceed (Open Ended-No CAF Needed)

CAF # _____ Account # _____

Necessary Documents Included

- If award by Bid, bid summary sheet
- If award by RFP, RFP Cover Sheet and Proposal/Rate Sheet
- If award is Proprietary please include an updated Disclosure Form
- If CAF is required, provide a copy of the CAF form, signed by Purchasing.

Purchasing Director Signature

Date



J. McHale & Associates, Inc.

Real Estate Appraisal & Consulting Services

Primary Office

Amherst Commons
693 Main Street, Bldg C, 2nd Floor
P.O. Box 26
Lumberton, New Jersey 08048

(609) 914-4679

FAX (609) 914-0079

E-mail: jmchale@jmchaleassoc.com

Website: www.jmchaleassoc.com

Atlantic County Office

329 Jimmie Leeds Road
Galloway, New Jersey 08201

March 3, 2014

Mr. Pete Mercanti, Director
Purchasing Department
County of Gloucester
Two S. Broad Street
Woodbury, NJ 08096

**Re: Request for Proposal for a Pool of Appraisers for the County of Gloucester
in Connection with the Defense of Assessments**

Dear Mr. Mercanti:

As per your advertised Request For Proposals, I am forwarding this proposal to perform all of the services cited in your Request.

Firm Description

- A. J. McHale & Associates, Inc.
693 Main Street, Bldg C, 2nd Floor
P.O. Box 26
Lumberton, NJ 08048
- B. The firm of J. McHale & Associates, Inc. is a corporation and has been in business for over 19 years and has averaged around 7 employees over the past 5 years. The firm has been in business under the same name and management since its inception.
- C. The principal of the firm, Jerome J. McHale has been appraising real estate and performing market studies for over 27 years throughout Southern New Jersey and would be specifically assigned to all work performed for the County. All other personnel report directly to Mr. McHale. A list of our personnel follows:

State Certified Real Estate Appraisers

Jerome J. McHale, MAI, President

Mr. McHale has been appraising real estate and performing rent studies for over 27 years throughout Southern New Jersey. He holds the MAI designation from the Appraisal Institute and is a Certified General Appraiser in New Jersey and Pennsylvania. (NJ License #RG00023900)

- E. Every property is unique and carries with it its own distinct set of circumstances. With each project we receive, we will begin by reviewing the property and working with the county, if necessary, to devise the best course of action that should be taken. We pride ourselves on the timely completion of our projects and will work with the County to ensure that any and all deadlines are met.
- F. A copy of our professional liability insurance certificate has been enclosed.
- G. A copy of Mr. McHale's professional license has been enclosed.
- H. The firm currently carries Workers Compensation and Employer's Liability Insurance in accordance with New Jersey law, copies of which have been enclosed.
- I. Neither the firm nor any individuals assigned to this engagement have been disbarred, suspended, or otherwise prohibited from professional practice by any federal, state or local agency.
- J. Our main office is currently located in Lumberton, New Jersey. Our location gives us good access to major roadways such as Interstate 295 and the New Jersey Turnpike, and therefore, good access to many areas of the state and county. We would be readily available for any meeting and/or conferences which may arise during our work with the county.
- K. A copy of our Certificate of Employee Information Report has been enclosed.
- L. A completed Non-Collusion Affidavit has been enclosed.
- M. A completed Owner Disclosure Statement has been enclosed.
- N. The firm will comply with the General Terms and Conditions required by the County and enter into the County's standard Professional Services Contract.
- O. A copy of our Business Registration Statement has been enclosed.
- P. All services for the County will be performed within the United States of America.

Cost Proposal

Our cost proposal is as follows. Any additional types of properties that may arise can be priced on a case by case basis.

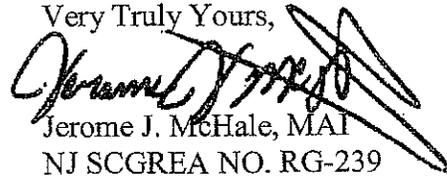
<u>Property Type</u>	<u>Estimated Cost for "Preliminary Analysis"</u>	<u>Estimated Cost Average per Full Report</u>
Single Family Residential	\$350	\$800

Retail Commercial <10,000 SF	\$2,000	\$4,000
Retail Commercial >10,000 SF	\$3,000	\$6,000
Industrial <25,000 SF	\$2,000	\$4,000
Industrial >25,000 SF	\$3,000	\$6,000
Apartment Complex <100 Units	\$2,000	\$4,000
Apartment Complex >100 Units	\$3,000	\$6,000
Office Building <20,000 SF	\$2,000	\$4,000
Office Building >20,000 SF	\$3,000	\$6,000
Assisted Living/Long Term Care Facility	\$3,500	\$6,500

Our hourly rate is \$250.00/Hour. This rate is typically applied to any services performed after the development of the appraisal report. The appraisal report fee is typically based on a fixed amount per parcel.

Thank you for your consideration, I look forward to working with the County in the future. Please contact me at your earliest convenience with any additional questions that you may have regarding this matter.

Very Truly Yours,



Jerome J. McHale, MAI
NJ SCGRE NO. RG-239