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**Sussex County**  
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## MEMORANDUM

**TO:** Sussex County Council  
The Honorable Michael H. Vincent, President  
The Honorable John L. Rieley, Vice President  
The Honorable Cynthia C. Green  
The Honorable Douglas B. Hudson  
The Honorable Mark G. Schaeffer

**FROM:** Christopher S. Keeler, Director of Assessment

**DATE:** May 26, 2021

**RE:** Real Property Reassessment Project Award Recommendation

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During the June 8, 2021 Council meeting, I am requesting the approval to enter into a contract with Tyler Technologies to conduct a Real Property Reassessment Project for Sussex County.

Below is a timeline of the reassessment project to date:

**January 19, 2021** – Issued a Request for Proposals (RFP)

**February 5, 2021** – Received letter of interest from interested vendors

**February 19, 2021** – Held pre-proposal meeting with interested vendors

**March 5, 2021** – County issued pre-proposal meeting summary

**March 19, 2021** – Receipt of sealed proposals

**March 19 – April 9, 2021** – Reviewed RFP's and conducted interview of top scorer

**April 13, 2021** – Selected top vendor to begin contract negotiations

**April 15 – May 25, 2021** – Contract negotiations with legal

Two proposals were received and reviewed: (1) Pearson's Appraisal Service with a project completion date of January 2025 and a base amount of \$13,973,000 and (2) Tyler Technologies with a project completion date of February 2024 and a base amount of \$9,070,818.



### **Review and Recommendation**

A committee made up of Assessment, Finance, Legal, Information Technology and Professional Consulting Services of the International Association of Assessing Officers (IAAO) have reviewed the proposals, participated in interviews, ranked the proposals and would like to recommend Tyler Technologies as the vendor of choice for the Real Property Reassessment Project for Sussex County. The cost of their contract, including Project Management, Public Relations, Data Collection, Valuation Analysis & Production, Value Review, Assessment Disclosure Notices and Informal Review Meetings will cost \$9,070,818 for 185,402 parcels with a \$44 per parcel coverage rate.

After evaluation of the proposals, ranking of vendors, review of interview answers and checking of references, the committee recommends Tyler Technologies based on the following:

1. They scored the highest of the two vendors in Experience, Quality of Work, Capacity to Perform, Methodology for Execution and Price.
2. They were able to provide a bid on all needs requested by the County.
3. They are a stable company. They have more than 15,000 local government clients throughout all fifty states.
4. Tyler's Appraisal & Tax Division was established in 1938 in Dayton, Ohio and remains the country's only national mass appraisal company.
5. Tyler has completed more projects in more states than any other vendor in the industry.
6. We already purchased and use Tyler's IasWorld Assessment Software that will be utilized to perform the reassessment project.

### **Project Timetable**

**Proposed Start Date** – July 1, 2021

**July 2021 – September 2021** – Preparation and Planning

**September 2021 – November 2021** – Data Collection Begins

**Proposed Completion Date** – February 15, 2024

Thank you for your time, consideration and review of the information provided. I look forward to gaining your support to award a contract to Tyler Technologies for the Real Property Reassessment Project on June 8, 2021 Council Meeting. Please do not hesitate to contact me with any questions regarding the information provided.