



**Judicial Council of California**  
ADMINISTRATIVE OFFICE OF THE COURTS

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## ADDENDUM 1

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Date  
February 7, 2014

To  
Potential Proposers

From  
Judicial Council of California  
Administrative Office of the Courts,  
Office of Real Estate and  
Facilities Management

Subject  
**Addendum No. 1**  
Responses to Questions

Action Requested  
Please review the attached responses to  
questions regarding the RFP

Deadline  
N/A

Contact  
<mailto:capitalprogramsolicitations@jud.ca.gov>

**REAL ESTATE APPRAISAL SERVICES**  
Solicitation Number: OREFM-2013-06-CC

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Solicitation Number: OREFM-2013-06-CC

Addendum No. 1

**RESPONSES TO QUESTIONS**

<b>RFP – REAL ESTATE APPRAISAL SERVICES</b>		
<b>#</b>	<b>Question</b>	<b>Answer</b>
<b>1</b>	<p>We have noticed that in several places in the RFP (e.g. Attachment A Scope of Services Paragraph B, Required Appraisal Services), the types of reports include the following: Restricted Use, Summary, and Self-Contained. USPAP previously had three report types for real property appraisals (Restricted, Summary, and Self-Contained). For 2014-15 (effective January 1, 2014), USPAP modified Standards Rule 2-2 to only include two report options (Appraisal and Restricted Appraisal). An Appraisal Report must summarize the appraiser’s analysis and the rationale for the conclusions. A Restricted Appraisal Report might not include sufficient information for the client (no other intended users are allowed) to understand either the appraiser’s analyses or rationale for the appraiser’s conclusions. Additionally, a Restricted Appraisal Report is limited to one intended user. Any time the intended user is more than one then the report must be an Appraisal Report.</p> <p>Given this change under the current USPAP, we will be submitting our price proposal based on the two types of appraisal reports: Restricted Appraisal Report and Appraisal Report.</p>	<p>Thank you for bringing this to our attention. As a result of this change to the Uniform Standards of Professional Appraisal Practice (USPAP) for 2014-15, we are modifying the following attachments to the RFP:</p> <ol style="list-style-type: none"><li>1. Attachment A - Scope of Services;</li><li>2. Attachment C - Sample Standard Agreement;</li><li>3. Attachment F - Submission Form for Technical Proposal; and</li><li>4. Attachment G - Submission Form for Price Proposal</li></ol> <p>Amended attachments are now posted on the California Courts website, at this link: <a href="http://www.courts.ca.gov/rfps.htm">http://www.courts.ca.gov/rfps.htm</a></p>

**REAL ESTATE APPRAISAL SERVICES**

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Addendum No. 1

RFP – REAL ESTATE APPRAISAL SERVICES		
#	Question	Answer
2	<p>In Attachment F, Paragraph A, Number 3, the RFP requests that we indicate if our firm is, or is not, able to provide the required services outlined in Attachment A Scope of Services for each of the fifty-eight (58) counties in the State. In the table below this question, column B is titled "Services Provided in Last 12 Mos? (YES/NO)", which seems to relate to Attachment F, Paragraph E, Number 4.</p> <p>Please confirm that you require separate responses:</p> <p><u>Attachment F.A.3)</u> List of all 58 counties and specification on whether or not our firm is able to provide required services in those counties, and</p> <p><u>Attachment F.E.4)</u> A list of the counties we have performed services in over the last 12 months.</p>	<p>Yes, that's correct.</p> <p>In Attachment F, Par. A.3, proposers are to indicate their firm's ability to provide the specified appraisal services in each of the 58 counties in the State.</p> <p>In Attachment F, Par. E.4, proposers are to list the counties in the State in which their firm has provided the specified services over the past 12 months and indicate for each county whether the services were provided by their firm directly, or through an agent or subcontractor.</p>
3	<p>In the RFP, Sections 6.2 and 6.3 state that information requested in Attachment F and Attachment G should be posted as a single MS Word file on the CD or flash drive provided. Our typical proposal format is in PowerPoint; please specify whether this format is acceptable.</p>	<p>We require all proposals to be in MS Word format because this allows us to transfer information more easily from your proposal to the final contract if necessary. This also allows us to compare proposals when viewed on a computer screen.</p>