

RFP-2023
REQUEST FOR PROPOSAL
TO PROVIDE APPRAISAL SERVICES

The Hardin County Appraisal District Board of Directors (The Board) is requesting proposals from licensed and experienced professional appraisal firms to provide contract services to determine ownership and valuation of Mineral Interest (oil & gas), Utilities, Industrial Real, Business Personal Property, and Hotel/Motels located in Hardin County Texas. Proposals are appraisal years 2024 and 2025; and for properties within state categories F2, G*, J*, L2, partial F1 and L1.

Delivery

Sealed proposal must be mailed to and received before the deadline or delivered to:

Hardin County Appraisal District
PO Box 670
105 S Pine Street
Kountze, TX 776253

Deadline

Sealed proposals must be received no later than **Friday March 31, 2023**,

Presentations may be made by appointment only

Requirements

Appraisal Firm, services, and appraisal shall comply with all applicable appraisal standards and statutes as set by the Texas Property Tax Code, the Uniform Standards of Appraisal Practice (USPAP), and any rules or guidelines established by the Property Tax Assistance Division of the Texas Comptroller's Office. Appraisal Firm's data records must be compatible to and importable into Harris Govern software known as PACS.

Appraisers and engineers must be licensed the Texas Department of Licensing and Regulations (TDLR) and maintain license current throughout term of contract.

Proposal shall establish timelines/phases of the appraisal process including, but not limited to discovery, data collection, valuation, notification, and equalization. In addition, should litigation or arbitration arise, appraisal firm shall be a participant in the defense of the valuations established.

Proposal Opening

Proposals received timely shall be opened on Monday, April 3, 2023, by the Chief Appraiser reserves the right to communicate with appraisal firms to discuss any point in the proposal.

Proposal Awarding

The Board will meet on Wednesday, April 5, 2023 at 5:00 pm to review, discuss, and act on the proposals received. The Board reserves the right to accept or reject any or all proposals received, to waive any irregularities or informalities in any proposal received, to negotiate with the appraisal firm or firms whose demonstrated competence and qualifications to perform the required services, to delegate the final terms of the contract to the Board's counsel, and to table the action item to another meeting if it's deemed necessary.