



Request for Qualifications for  
Assessment District Engineering  
Services RFQ 2018-002  
Issued May 1, 2018

Responses to Questions Received by SAFCA  
May 17, 2018

- 1. What is the first fiscal year that the selected contractor will prepare the assessment roll for? On page 5 of the RFQ, it states that the project is for 2017-18, 2018-19 and 2019-20 – is this correct or does the project start with 2018-19 or with 2019-20? Given that 2017/18 has past and the contract start date is only 1 month prior to the due date for submission of the 2018/19 tax rolls, please confirm that the intended term of service is for submission of the assessment rolls for Tax Years 2019/20, 2020/21 and 2021/22.**

Assessment rolls will need to be prepared for 2018-19, 2019-20, and 2020-21. The 2018-19 rolls will be prepared and submitted with the assistance of SAFCA's current Assessment District Engineering Consultant.

- 2. Does SAFCA prepare an updated Engineer's Report each year for each of the three assessments, and if so, is this part of the proposed scope?**

SAFCA does not update the Engineer's Report annually.

- 3. Do you have a feel for the "average" number of assessment inquiries from individual owners each tax year?**

SAFCA gets about 25 to 30 inquiries annually.

- 4. Two items in the Scope of Services refers to development of GIS and County software to support the assessment rolls. Is there any information regarding software or systems currently in development or anticipated to be required to meet SAFCA's needs and objectives?**

GIS layers are created for use in the County's ESRI system. Also, parcel splits and consolidations are managed through a County custom database system. This system is used to assist in generating and validating the assessment roll calculations.

- 5. Does the Low Income Assessment Deferral Program only apply to CCAD2, or does it also apply to the NBLAD and O&M assessments?**

It applies to all of SAFCA's Assessment Districts.