

**Department of Administration
Purchasing Division**

**Finance & Personnel Committee Approval Required
For Sole Source Contract
Contract #E0000018492**

Background:

User Department:	Assessor's Office
Purchasing Agent:	Marina Litvinets
Contract Description:	Vendor Service Contract for Valuation Consulting Services for Oil Terminal Properties
Vendor Name and Location:	Watson Millican & Company, LLC (Allen, TX)
Contract Term:	07/01/2022 – 06/30/2025
Requisition # & Date Received:	Requisition #0000018492 / Date Received 09/27/2021
Original Contract Amount:	\$100,000.00
Expenditures to Date:	n/a
Current Contract Amount:	\$100,000.00

Purpose of Contract:

The City of Milwaukee's Assessor's Office is seeking to enter into a Sole Source Vendor Service Contract for Valuation Consulting Services for Oil Terminal Properties with Watson Millican & Company, LLC with an estimated contract total of \$100,000.00, from 07/01/2022 through 06/30/2025.

Background:

Watson Millican & Company, LLC will be providing Valuation Consulting Services for property tax assessment of oil terminal properties in the City of Milwaukee for tax years 2021 and 2022. This includes the following tasks: assist with inspection of properties as needed; assist with requests for information from property owners; research and collect other market data; analyze evidence of value including cost, sales, income and permits, and generate preliminary opinions of market value using a mass appraisal model; provide City with data reviewed for valuation; meet with Assessor at least once yearly to present updated valuations and explain valuation process.

Oil terminal properties are highly complex, and few appraisers are qualified to provide the detailed analysis that Watson Millican & Company, LLC provides. Watson Millican's principal, James Watson, is an engineer with experience managing oil refineries, in addition to his appraisal expertise. He has advised municipalities and counties around the country. More importantly, his knowledge of the specific Milwaukee properties and the fact that he created the current assessment method which was upheld by Wisconsin courts, makes him the most qualified and most efficient provider of these consulting services.

City Purchasing Director

Date

F&P Approval Presentation Date: 06/15/2022