



## Council Agenda Item

Meeting Date: June 17, 2025

Agenda Item: Assessor RFP

Staff Contact (name, email, phone): Rachelle Blitch, [rblitch@whitewater-wi.gov](mailto:rblitch@whitewater-wi.gov), 262-473-1380

### BACKGROUND

(Enter the who, what when, where, why)

The City's current contract for assessor services is set to expire at the end of this year. In preparation for continued services, we will need to issue a Request for Proposals (RFP) to secure a new contract.

As all properties within the city have been recently visited and validated, we will not require the assessor to conduct annual inspections of one-sixth of the city moving forward, as this would represent an unnecessary expense.

Instead, we are requesting proposals that include three options:

1. Annual interim market updates
2. A blended approach with alternating years of maintenance and interim market updates
3. Other alternative options

Regardless of the selected option, the assessor will still be required to conduct on-site inspections for all new construction and for properties where permits have been issued for significant improvements.

### PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

### FINANCIAL IMPACT

(If none, state N/A)

Unknown at this time.

### STAFF RECOMMENDATION

Staff recommends approval of the attached Request for Proposal.

### ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Request for Proposal for Assessment Services