





MEMORANDUM

To: Denise Monaco, Assistant Business Administrator

From: Roxanne Tosto, CFO/Comptroller

Date: August 14, 2014

Subject: RFP Request for Professional Contracts-City Assessor's Office  
Expert Appraisal Services for Large Retail and Apartment Complexes for State Appeals for 2013.

The Assessor's Office has approximately 40 remaining tax appeal cases for 2013. Most of which are the large retailers and apartment complexes in the City. In order to defend them properly or possibly reach a settlement, it is important to have a professional provide with a basis to do so. While Brian Conover feels confident he can provide this type of service for our industrial tax payers, he believe that the City is best served by hiring expert witness to assist with the other appeals.

This request is to allow the Assessor's Office to go out for RFP for these services. The City must be prepared to address and handle these appeals carefully because the potential impact of these appeals might be significant.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roxanne B. Tosto".

Roxanne B. Tosto  
CFO/Comptroller

CC: Mayor, Ruben Bermudez  
Assessor, Brian Conover  
Purchasing Agent, Yvonne Lewis  
Solicitor, Richard Tonetta