



REQUEST FOR PROPOSALS

ASSESSMENT SERVICES County of Vermilion River

RFP Issue Date: Feb 25, 2025

RFP Closing: April 10, 2025 – 4.30 P.M. (MST)

RFP Contact: Viren Tailor, Director of Corporate Services

Telephone: (780) 846-3308

Facsimile (780) 846-2716

Email: vtailor@county24.com



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Section 1

1.1 Invitation to Proponents

This Request for Proposal (RFP) is an invitation to prospective proponents to submit proposals for the provision of Assessment Services as specified in this RFP for the County of Vermilion River, hereafter referred to as the “Municipality”.

This RFP will be conducted with the objective of maximizing the benefit to the Municipality, while offering Vendors a fair and equitable opportunity to participate. Vendors are advised that failure to satisfy any term or condition of this RFP may result in an unacceptable Proposal.

1.2 Type of Agreement

The term of the agreement will be for three (3) years with the option to renew for three additional one-year terms. The anticipated start date of the assessment contract will be July 1, 2025 with expected assessment roll preparation for 2026 tax year.

1.3 RFP Terminology

Throughout this Request for Proposal the following terminology will be used:

“**Business Day**” means 8:30 a.m. to 4:30 p.m., Mountain Standard Time (MST), Monday to Friday, excluding holidays.

“**Business Hours**” means 8:00 a.m. to 4:30 p.m. MST on the Business Days.

“**Consortium**” means two or more vendors who together submit a Proposal.

“**Contract**” means the written agreement between the successful Vendor and the Municipality to provide the Assessment Services contemplated by this RFP.

“**Evaluation Team**” means individuals who will evaluate the Proposals on behalf of the Municipality.

“**Municipality,**” means the County of Vermilion River.

“**Must**”, “**Mandatory**”, “**Required**”, “**Shall**” means a requirement that must be met in a substantially unaltered form for the Proposal to receive consideration.

“**Optional**” means a requirement not considered essential, but for which preference may be given.

“**Proposal**” means the Vendor's response to this RFP and includes all the Vendor's attachments and presentation materials.

“**Request for Proposals (RFP)**” means the solicitation for the Assessment Services.

“**Services**” means the functions, duties, tasks and responsibilities to be provided by the Vendor as described in this RFP.

“**Should**”, “**Desirable**” means a requirement having a significant degree of importance to the objectives of this RFP.

“**Vendor**” means an organization or a Consortium responding to this RFP with a Proposal.

Section 2

2.1 General Information

The following is a timeline which shall apply to the RFP:

Issue Date of RFP:	February 25, 2025 (Tuesday)
Proponents Deadline for Questions:	April 3, 2025 (Thursday) 4:30 pm MST
Deadline for the Municipality to issue Addenda:	April 4, 2025 (Friday) 4:30 pm MST
Due Date:	April 10, 2025 (Thursday) 4:30 pm MST
Anticipated start date of the contract	July 2, 2025 (Tuesday)

Proponents should structure their Proposals in accordance with the instruction set out in this RFP. Where information is requested the proponent should reference the applicable section number of the RFP.

2.2 Communications/Questions After Issuance of RFP

Proponent shall examine all the documents comprising the RFP and:

- a) Report any errors, omissions or ambiguities;
- b) Direct questions by email to vtailor@county24.com prior to the deadline for questions by proponents;
- c) Questions that would benefit all proponents will be posted as an addenda on the Alberta Purchasing Connection (www.purchasingconnection.ca) without disclosing the proponents identity;
- d) The Municipality reserves the right to refuse questions that do not pertain directly to the subject matter of the RFP; and
- e) It is the proponent’s responsibility to avail itself of all the information necessary to prepare the proposal. This includes addenda’s that might be posted after the issuance of the RFP.

2.3 Submission of Proposals

The proponent's submission must be received by the Municipality no later than the due date, as specified in the General Information Section, in a single document package.

The proponent may submit their proposal in the following manner; however, it is the proponent's responsibility to ensure the submission is received by the County of Vermilion River by the specified due date and time. In the event of any dispute, the County of Vermilion River's timestamp on the receipt of the submission will be used to determine if the submission was received on time.

1. Emailed to vtailor@county24.com;

Or

2. Contained on a USB key delivered in a sealed package to the mailing address at Box 69, Kitscoty AB T0B 2P0 and clearly marked "RFP – Assessment Services", **Attn: Viren Tailor**;

Or

3. Provide a paper copy in a sealed package to the physical address at Corporate Service ATCO Trailer at County of Vermilion River Yard located at 505040, HWY 897, Kitscoty, AB, T0B 2P0 and clearly marked "RFP – Assessment Services", **Attn: Viren Tailor**.

Proposals must include a Proposal Submission Letter completed and signed by an authorized representative of the Vendor.

Proponents can amend their proposal prior to the submission deadline in the following manner:

1. All amendments must clearly indicate which sector of the proposal the proponent is intended to replace;
2. Amendments must be submitted in the same manner as the proposal; and
3. Withdrawal from the RFP process can occur at any time in writing by the proponent.

2.4 Evaluation of the Proposal

The evaluation of the proposal will be conducted by the evaluation team as per Schedule B, Schedule D and Schedule E of this document.

2.5 Execution of Agreement

The selection of the proponent is anticipated to occur in a reasonable time frame. The selected proponent will enter into discussions with the Municipality with a view to conclude an agreement to commence on or before July 2, 2025.

Failure to comply or conclude the execution of the agreement will result in the municipality contacting the second proponent considered for the RFP.

Once the proponent has been selected the Municipality will notify in writing the decision to proceed with the selected proponent (after April 22, 2025). If requested in writing by a proponent the Municipality will provide a debriefing of the Municipality's evaluation of the proponent's proposal.

2.6 Prohibited Communication

If a proponent was found to have contacted or attempted to contact a person other than the Municipal contact or designate with respect to any aspect of the RFP their proposal may be disqualified.

Section 3

3.1 General Rights of the Municipality

The Municipality reserves the right to:

- a) make public the name of any or all of the proponents;
- b) make public the scoring of the RFP including cost;
- c) make public the agreement executed by the successful proponent;
- d) request written clarification, provided that the clarification request is not an opportunity to correct errors on a proponent's proposal;
- e) check references other than those provided by a proponent;
- f) disqualify a proponent if their proposal contains any misrepresentation, inaccurate or misleading information;
- g) may disqualify a proponent whose business is or has been in contravention of any bylaw or previous contract with the Municipality;
- h) disqualify a proponent who is or fails to reveal any conflict of interest in its proposal;
- i) make changes to the RFP provided those changes are issued by way of addenda;
- j) accept or reject one proposal, if only one proposal is submitted;
- k) select any proponent regardless of lowest cost submitted;
- l) cancel the RFP process at any stage without award, and is not obligated to submit reasons for cancellation;
- m) reissue the RFP if not enough qualified proponents respond to the request; and
- n) disqualify proponents who fail to obtain any required permits or licenses.

When the Municipality has selected a proponent and are unable to execute the agreement, the Municipality is entitled to:

- a) terminate discussions with the proponent;
- b) select another proponent and enter into discussions; or
- c) cancel the RFP and issue a new RFP for the same or similar work.

3.2 Conflict of Interest

Proponents shall disclose any actual or perceived conflicts of interest as part of the proposal.

3.3 Confidential Information

All information received by the Municipality in connection with the RFP shall remain the property of the Municipality.

3.4 Freedom of Information and Protection of Privacy Act

The information provided by the proponent may be released under the requirements referenced in the Freedom of Information and Protection of Privacy Act. Should any information that a proponent submits be confidential the Municipality will maintain that information unless ordered by the Information and Privacy Commission or if a court requires otherwise.

3.5 Proponent's Costs

The Municipality will not be held liable for any expenses incurred during the preparation of RFP. The Municipality will not pay any costs or expenses to reimburse or compensate a proponent under any circumstances regardless of the outcome of the RFP process.



Schedule A - The Services and Requirements

Background

The Municipality is requesting property assessment services.

Municipality Information

County of Vermilion River

Population: 8,043

Tax Parcel Information (2024 Assessments/2025 Tax Year)

Table with 2 columns: Count and Description. Rows include Residential Parcels (3,431), Non-Residential (469), Linear (74), Oil & Gas Installation (1,373), Vacant Farmland (7,759), and Other (556).

13,663 : Total Tax Rolls

See Schedule C: Assessment Summary

Assessment Records Software : CamAlot
Municipal Tax System : Great Plains / Diamond (Central Square)

Municipal Staff Composition

- The Property Tax department falls under the Director of Corporate Services, a position currently held by Mr. Viren Tailor, who has been with the County of Vermilion River in this role since 2017. Please visit the County of Vermilion River website for more information.
In addition, there is a Property Tax Administrator, Alyssa Irvin, who assists with taxation-related duties. Alyssa, trained as an assessor, has limited experience in the assessment field and began working within the County of Vermilion River tax department in 2023.

Assessment Cycle

- The Municipality is currently operating on a 1/3 inspection cycle.
At present, the Municipality is conducting mailouts in the form of Requests for Information, along with physical inspections, to carry out and prepare assessments. It is the Municipality's intention to continue to operate in similar manner in accordance with current practices.

- Since 2021, the Municipality has implemented a supplementary Assessment Bylaw.
- Additionally, the Municipality has a Designated Industrial Assessment Contract (DIP) Contract Assessor to review 50% of the Designated Industrial Properties within the County of Vermilion River's boundaries.
- It is the County of Vermilion River's expectation that the Vendor will collaborate with the DIP Contract Assessor if the Municipality opts to continue this contract for future. It is understood that this may incur additional costs by the proponents, which may be negotiated at a later date by the Municipality.

Period of Commitment

- Proposals shall be final and binding on the Vendor for 90 days from the closing date and time of this RFP. They may not be altered by subsequent offerings, discussions, or commitments unless requested by the Evaluation Team.
- The Municipality intends to enter into a 3-year assessment agreement, with the option to extend for an additional terms not exceeding three years.

Multiple Proposals

- If multiple Proposals are offered, the Vendor must submit each Proposal separately in the same format as outlined in this RFP. Proposals must meet the fundamental intent of this RFP. The Evaluation Team will decide the acceptability of each Proposal.

Service Requirements: Cost

- The annual cost for providing the assessment service must be quoted in Canadian dollars and exclude Goods and Services Tax (GST).
- The proposal must include an annual service fee for the initial three-year term.
- The proposal must list the annual CamAlot licensing fees as a separate line item in the cost proposal.
- Additionally, the proposal should provide a detailed breakdown of normal operating costs and project cost areas, including the valuation of unique properties, if any.
- The Municipality intends to establish a payment schedule, mutually agreed upon by both parties, with payments made either monthly or quarterly throughout the year.
- Proponent must submit their proposal costing using Schedule – D identifying individual cost.

Vendor Profile

The Proposal must include:

- **Vendor Introduction:** A brief introduction of the Vendor, identifying the members of the Consortium (if applicable) and the Prime Vendor who will be the main contact with the Municipality.
- **Legal Names:** The full legal name of the Vendor. For Consortium Proposals, provide the legal names of the Prime Vendor and each Consortium member.
- **Office Locations:** The location of the Vendor's head office and service centers. For Consortium Proposals, include the locations for each Consortium member.
- **Vendor Contacts:** Contact information for all questions, clarifications, and contract negotiations, including the person's title, address, email, telephone, and facsimile number.
- **Key Staff Qualifications:** A description of the education, qualifications, and experience of the Vendor and key staff, including a training schedule for technical staff to demonstrate commitment to continuous improvement.
- **Chief Assessor/Prime Contact:** Identify the chief assessor or prime contact for the County of Vermilion River assessment queries.
- **Subcontracting Details:** Details of any proposed subcontracting arrangements.
- **Prime Vendor Responsibility:** A statement confirming that the Prime Vendor is responsible for all acts, omissions, errors, and performance under any subsequent contract.
- **Role of Consortium Members:** Describe the role of the Prime Vendor and each Consortium member, including management, ownership, financial, and legal relationships between members.
- **Consortium Management:** Demonstrate a management approach that ensures clear lines of communication and service delivery throughout the contract.
- **Staffing Profile:** Refer to the scoring criteria and provide all required staffing details. Failure to submit may result in the Municipality conducting independent research and assigning points accordingly.
- **Member Qualifications:** Demonstrate that Consortium members are qualified to perform the tasks they have been assigned.

Vendor References

- The Proposal must include corporate references from at least three (3) municipalities where the Vendor has provided services similar in scope and complexity to those described in this RFP. References should include the municipality name, official contact person, street address, email address, and telephone number. The Municipality may contact these or other references without prior notice. Proposals from Vendors with unsatisfactory references, in the Municipality's opinion, may be rejected.

Appendices

- If the Vendor wishes to include any other material not specifically requested by this RFP, it may do so by including additional appendices in the Proposal.

Qualifications

- All Vendor's assessment personnel must meet the qualifications as prescribed in the Qualifications of Assessor Regulation A/R 233/2005.
- The Vendor must provide the name of the individual to be appointed by the Municipality as the designated assessor in accordance with the Municipal Government Act.
- As described in the Vendor Profile section, all technical staff must be members of the Alberta Assessor Association in good standing. A declaration or proof of such standing must be submitted.

Statutory Performance Requirements

The Vendor must:

- Prepare assessments, including supplementary assessments, in accordance with the Municipal Government Act and its attendant regulations, and adhere to any other policies or guidelines as issued from time to time from the Alberta Provincial Government.
- Provide completed assessments to the Municipality in compliance with the statutory timelines prescribed in the Municipal Government Act and its attendant regulations.
- Provide assessment information as requested by the Minister of Municipal Affairs in compliance with the statutory reporting requirements prescribed in the Municipal Government Act and its attendant regulations.
- Provide projected assessment changes for the coming year to aid in budgeting.

Computer Assisted Mass Appraisal Systems

The Vendor must:

- Supply comprehensive Computer Assisted Mass Appraisal (CAMA) software, along with all necessary hardware, at the Vendor's sole expense, to deliver the comprehensive assessment service.
- The County is currently utilizing CamAlot software for CAMA purposes and intends to continue using this software throughout the duration of the proposal.
- Provide the annual assessment data electronically in a format compatible with the Municipality's Diamond software.
- Ensure that all assessment information, including Provincial Designated Industrial Assessments (both linear and industrial), is accurately added to and maintained within the assessment database. Additionally, ensure that the Designated Industrial (DI) assessment balances and reconciles with the Provincial Database at all times.
- Ensure the security of all assessment data by performing regular backups. Any system failure that leads to the loss of assessment data or requires re-entry of data will be resolved at the Vendor's expense.
- Provide support and feedback to the County in understanding the implications of changes to assessment policies.
- Provide support and feedback to the County in evaluating the quality of work performed by the provincial assessor and offer technical assistance for the County's advocacy efforts to relevant institutions as needed.

Property Inspection

- The Vendor must provide a schedule for property inspections, including cyclical inspections of existing properties and annual inspections of new developments. The proposal should outline the proposed inspection plan.
- Currently, the County inspects 1/3 of all assessable properties each year and requests a proposal based on continuing this practice, inspecting 1/3 of applicable properties annually.
- Currently, mailouts in the form of Requests for Information, along with physical inspections, are conducted to prepare assessments.
- Since 2021, the Municipality has had a supplementary Assessment Bylaw in place.
- Additionally, the Municipality has a Designated Industrial Assessment Contract (DIP Contract Assessor) to review 50% of the Designated Industrial Properties within the County of Vermilion River's boundaries.

- If the County continues the DIP Contract for future years, the Vendor is expected to collaborate with the DIP Contract Assessor, understanding that this collaboration may incur additional costs, which may be negotiated at a later date.

Unique Property Valuation

- The Vendor will be responsible for any unique and difficult to value properties that are within the municipality. The Proposal must identify an inspection and valuation plan to accurately assess and maintain these property types.

Integration of Assessment Information with County's IT infrastructure (GIS/CamAlot Access)

- The Vendor will provide automated capabilities to integrate with the County's GIS system.
- The County currently has an [active link to the CamAlot](#) website for public access, and it intends to maintain this infrastructure for the duration of this RFP.
- The County also provides a "[Property Information Map](#)" on the County of Vermilion River website using ArcGIS, where the general public can access information on assessments and parcel sizes. It is the County's intention to maintain this infrastructure for the duration of the RFP and expects the Vendor to work with the County's GIS department for this purpose.
- The proposal must include an integration and transition plan, if applicable, demonstrating the Vendor's ability to integrate the assessment information with the GIS technology of the County.
- For technical inquiries related to GIS, please contact Mr. Viren Tailor at (780) 846-2244, via email VTailor@county24.com

Public Relations

The Vendor must:

- Address ratepayer assessment questions and concerns.
- Provide direct electronic communication (telephone and / or email) to address day-to-day questions from ratepayers.
- Conduct on site interviews with ratepayers on request.
- Deal with the media only in concert with representatives from the Municipality.
- The proposal must include information on how ratepayer assessment questions and concerns will be addressed.
- Provide an annual presentation to Council on the County's Assessment and provide summary of changes comparing previous year.

Defense of Complaints and Appeals

The Vendor must:

- Provide defense of any assessment complaints before the Assessment Review Board and any assessment appeals before the Municipal Government Board in compliance with the statutory timelines established as prescribed in the Municipal Government Act.
- Provide expert witnesses as required at the Vendors sole cost.

Insurance

The Vendor must:

- Provide a certificate of general comprehensive liability insurance annually for the duration of the term of the contract in the amount of Two Million Dollars (\$2,000,000) with the Municipality as additionally named insured.
- Provide a valid Workers Compensation Board account number and be responsible for good WCB coverage for the duration of the contract term.

Ownership of Records

- All assessment records for the Municipality in the possession of the Vendor remain the property of the Municipality.

Training

- The Vendor must provide a synopsis of any current continuing education initiatives. Any training of Vendor's staff is the sole responsibility of the Vendor.
- Please refer to Schedule – B - Evaluation Criteria for Assessment and provide necessary training plans for all technical staff.

Schedule B – Evaluation Criteria for Assessment Services

Rated Criteria

Subject to the requirements of FOIP, ratings, certain rating criteria, or internal working papers may be considered confidential and will not be disclosed to the public. The County may, at a later date, make the total scores or costs public through council agenda items.

Category	Rating
Payment (total cost) (lowest cost gets full points with rest of the proposal get weighted average based on the spread between high & low cost)	40
Profile – Experience (the chief assessor or main point of contact for the County): 12+ years of more experience in assessment field will be awarded full points, 6-12 years will be awarded half points, 1-5 years will be awarded ¼ of the full points,	15
Capacity of Vendor to Meet Procurement Requirements: Vendors with access to 4 or more full-time staff (including admin) will receive full points. Vendors with access to 3 full-time staff will receive 3 points. Vendors who has access to with fewer than 2 full-time staff will receive 1 points.	5
References As per schedule - E.	20
Public Relations One Assessment open session in person after tax notices are sent (2 points). One Assessment open session via zoom flexible date (2 points). Open Houses – availability for spring Open House presentation (3 points). Open Houses – availability for fall Open House (3 points).	10
Involvement with Alberta Assessor Association (AAA) Being involved in standing committee of any kind (in last 5 years) in AAA will get full point.	5
Staffing Training – All technical staff participate in a continuous education rotation, including attending the Assessor Conference, costing courses, or other relevant technical training. Full points are awarded if submission shows that staff are being up to date on assessment policies once every 2 years.	5

Short Listing

A shortlist of Vendors may be established. Short listed Vendors may be requested to make formal presentations regarding their Proposal to the Evaluation Team. Key Vendor management and technical

personnel will be expected to participate in presentations. These presentations will be made at no cost to the Municipality.

Evaluation Process

The Evaluation Team will evaluate Proposals based on the rated criteria identified below. During the evaluation process, Vendors may be required to provide additional information to clarify statements made in their Proposals. Each Proposal shall be evaluated separately against this RFP's requirements.

RFP Requirements

Vendors must provide sufficient detail in their Proposal to substantiate compliance with this RFP's mandatory requirements. In addition, Vendors must provide cross references to any parts of the Proposal that contain information that they wish to be considered in the evaluation of any given requirement.

Public Relations

- The County of Vermilion River combines the assessment and tax notices and typically sends them out around the second week of June each year.
- It is the County's expectation that the vendor will host or make available an assessment open session once the tax notices are distributed, in order to assist taxpayers with any assessment-related queries.
- The County also hosts open houses twice a year, providing residents an opportunity to meet with County staff and council in person. These open houses typically take place in the spring and fall, each lasting about 3 to 4 hours. The upcoming Spring open house will be held on March 6, 2025, from 5 PM to 8 PM.
- The date for the Fall open house is still to be determined but will be held between 4 PM and 8 PM sometime in October or November 2025.

Schedule C – Assessment Summary

Assessment Year: 2023

Municipal Assessment

<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
101	Farm Res/Site	1,408	T	146,207,550	285,315,360	0	431,522,910
102	Residential Imp/Site	1,819	T	197,563,150	440,054,900	0	637,618,050
103	Vacant Residential	204	T	7,965,100	0	0	7,965,100
104	Res Imp/Site Nil RAP	14	T	1,033,700	1,897,900	0	2,931,600
107	Municipal Leased Res	3	T	32,500	4,500	0	37,000
141	Grazing Lease F/L	600	T	3,373,800	0	0	3,373,800
151	Farmland	9,017	T	180,127,760	0	0	180,127,760
157	Municipal Lease F/L	38	T	164,200	0	0	164,200
202	* Improved Commercial	129	T	7,833,480	14,047,680	389,900	22,271,060
203	* Improved Industrial	238	T	65,003,610	149,179,180	0	214,182,790
252	* Vacant Commercial	27	T	308,190	0	0	308,190
253	* Vacant Industrial	75	T	12,673,400	0	0	12,673,400
401	* Proc./Man. B&S & Site	1	T	0	30,647,910	0	30,647,910
402	* Mach./Equip.	5	T	0	6,059,180	0	6,059,180
Taxable Total:		13,578		622,286,440	927,206,610	389,900	1,549,882,950
<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
701	* Federal MV/Imp GIL	1	G	62,400	17,400	0	79,800
Grant-In-Lieu Total:		1		62,400	17,400	0	79,800
<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
703	* Prov MV/Imp GIL-muni only	4	X	215,500	0	0	215,500
Mun. Only Total:		4		215,500	0	0	215,500
Sub Total:		13,583		622,564,340	927,224,010	389,900	1,550,178,250
<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
802	School MV EX	23	E	1,020,400	5,695,800	0	6,716,200
803	Prov. MV/Imp EX	152	E	17,535,000	8,841,000	0	26,376,000
804	Religious MV EX	23	E	1,458,100	3,772,000	0	5,230,100
805	AHC MV/Imp EX	2	E	34,900	410,400	0	445,300
808	Community Hall EX	22	E	1,441,400	2,803,800	0	4,245,200
809	Other Muni MV/Imp EX	222	E	13,771,700	12,532,800	0	26,304,500
810	Cemetery MV EX	25	E	1,233,900	0	0	1,233,900
816	NonProfit/Charitable/Benev. EX	15	E	2,078,920	24,193,220	0	26,272,140
817	Seed Cleaning Plant EX	1	E	0	431,670	0	431,670
820	Muni. Reserve/Utility/Other EX	106	E	7,487,300	623,600	0	8,110,900
830	Tax Recovery	6	E	103,500	0	0	103,500
859	Farmland EX	7	E	51,700	0	0	51,700
901	Rural Res. Exemption	1,744	E	0	67,990,490	0	67,990,490
903	Farm Bldg (Exempt)	1,233	E	0	57,832,300	0	57,832,300
Exempt Total:		3,581		46,216,820	185,127,080	0	231,343,900
For Municipal Assessment:		17,164		668,781,160	1,112,351,090	389,900	1,781,522,150

Provincial Assessment

<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
205	* Improved Industrial (DIP)	4	T	286,310	273,120	0	559,430
404	* Proc./Man. B&S & Site (DIP)	833	T	4,401,600	37,153,010	130,200	41,684,810
405	* Mach./Equip. (DIP)	960	T	0	248,955,720	335,930	249,291,650
Non-Linear Taxable Total:		1,797		4,687,910	286,381,850	466,130	291,535,890
<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
501	* Pipeline LINEAR (DIP)	36	T	0	0	317,593,890	317,593,890
501A	* Wells LINEAR (DIP)	47	T	0	0	301,890,040	301,890,040
502	* Electric LINEAR (DIP)	7	T	0	0	23,529,980	23,529,980
503	* Telecomm. LINEAR (DIP)	4	T	0	0	11,941,080	11,941,080
504	* Cable LINEAR (DIP)	3	T	0	0	76,550	76,550
505	* Railway LINEAR (DIP)	3	T	0	0	4,822,340	4,822,340
506	* Electric Power Generation LINEAR (DIP)	1	T	0	0	11,885,300	11,885,300
Linear Taxable Total:		101		0	0	671,739,180	671,739,180



Mailing Address - Box 69, Kitscoty, Alberta, T0B 2P0
Physical Address – 505040 HWY 897, Kitscoty, AB T0B 2P0
 Tel (780) 846 3308 - Fax (780) 846 2716
 vtailor@county24.com

County of Vermilion River

Assessment Summary

Assessment Year: 2023

Provincial Assessment

<u>Code</u> <u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
For Provincial Assessment:	1,898		4,687,910	286,381,850	672,205,310	963,275,070

Grand Totals

Taxable Total:	15,476		626,974,350	1,213,588,460	672,595,210	2,513,158,020
Grant-In-Lieu Total:	1		62,400	17,400	0	79,800
Mun. Only Total:	4		215,500	0	0	215,500
Taxable & Grant-in-Lieu & Mun. Only Total:	15,481		627,252,250	1,213,605,860	672,595,210	2,513,453,320
Exempt Total:	3,581		46,216,820	185,127,080	0	231,343,900
Parcels:	13,662	19,062	673,469,070	1,398,732,940	672,595,210	2,744,797,220



Schedule – D - Cost submission format (excluding GST)

Memo	Tax Year – 2026	Tax Year – 2027	Tax Year - 2028
One-time charges such as License fees, Data import charge, admin fees etc. (if any)			
Other charges (if any)			
TOTAL one time charge for 2026 Tax year	\$		
Fixed Operating Cost (Yearly contract)	\$	\$	\$
CamAlot licensing fees (to be shown as a separate line)	\$	\$	\$
Any additional chargeable cost (anticipated yearly cost)			
Identify (I.e. Mileage, cell phone, admin fees etc)			
Identify			
Identify			
Identify			
There might be a need for other off contract support. Please provide hourly / Parcel Cost rate.			
Additional Support Cost (PER HOUR OR PER PARCEL)	Hour / Parcel	Hour / Parcel	Hour / Parcel
Staff – 1 (CLASS OF EMPLOYEES)	\$	\$	\$
Staff – 2 (CLASS OF EMPLOYEES)	\$	\$	\$
Staff – 3 (CLASS OF EMPLOYEES)	\$	\$	\$
Staff – 4 (CLASS OF EMPLOYEES)	\$	\$	\$
Staff – 5 (CLASS OF EMPLOYEES)	\$	\$	\$
Staff – 6 (CLASS OF EMPLOYEES)	\$	\$	\$
Note -			

Schedule – E - Reference Criteria

Reference Criteria	Points awarded
Consistency: Meeting deadlines consistently.	2
Dependability: Reliable source for assessment-related queries.	2
Accountability: Taking responsibility for work and addressing issues promptly.	2
Confidentiality: Trustworthy with sensitive and confidential information.	2
Complaint/Query Resolution: Effectively responding to taxpayer concerns and queries	2
Support: Providing comprehensive assessment support throughout the year.	2
Preparedness: Being well-prepared to defend assessments during Assessment Appeals	2
Customer Service: Delivering friendly and timely service to resolve issues with municipal taxpayers.	2
Up-to-date Knowledge: Staying current on relevant assessment-related issues, regulations, and trends.	2
Policy Guidance: Ability to assist County Council and Management by providing feedback on assessment trends to help shape taxing policy.	2
TOTAL POINTS ...	20