

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

No. 26-279

AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICE CONTRACT TO
J.P. BAINBRIDGE & ASSOCIATES, INC. FOR COMMERCIAL APPRAISER
SERVICES FOR THE CITY OF OCEAN CITY

WHEREAS, the City of Ocean City requires certain professional services to implement current appraisals of residential, commercial & condemnation properties that are pending New Jersey Tax Court Appeals; and

WHEREAS, it is determined to be in the best interests of the City of Ocean City to have a commercial appraiser for all tax assessment appeals filed in the New Jersey Tax Court and J.P. Bainbridge & Associates has provided these types of services for the City of Ocean City for numerous years; and

WHEREAS, J.P. Bainbridge & Associates has been determined to have the necessary expertise to perform these services; and

WHEREAS, Frank Donato III, CFO, Director of Financial Management; Joseph Elliot, CTA, Manager of the Division of Tax Assessment, Megan A. McAfee, CTA, Deputy Tax Assessor; Thomas R. Mahar, Purchasing Assistant, and Michael Rossbach Jr., QPA, City Purchasing Manager have reviewed the proposal and recommended that J.P. Bainbridge & Associates, 6 Woodland Road, Cape May Court House, NJ 08210 be awarded an alternative non-advertised professional service contract for commercial appraisal services for the Tax Assessor Office; and

WHEREAS, this contract is awarded through an alternative non-advertised process, pursuant to N.J.S.A. 19:44A-20.4 *et seq.*; and

WHEREAS, J.P. Bainbridge & Associates has completed and submitted a Business Entity Disclosure Certification which certifies that J.P. Bainbridge & Associates has not made any contributions to a political or candidate committee for an elected office in the City of Ocean City, New Jersey in the previous one (1) year period, and that the contract will prohibit J.P. Bainbridge & Associates from making any contributions through the term of the contract; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that a professional service contract to **J.P. Bainbridge & Associates, 6 Woodland Road, Cape May Court House, NJ 08210** for commercial appraisal services for the City of Ocean City be and is hereby awarded to the as follows:

1. Perform those services necessary and required by the municipality in regard to commercial appraisal services to assist the City's Tax Assessor in addressing residential, commercial & condemnation properties that are pending New Jersey Tax Court Appeals in accordance with the submitted proposal.
2. The City shall pay for services according to the hours performed by the commercial appraiser listed above, pursuant to the fee schedule below:
 - a. Commercial Appraiser Services.....\$175.00 per hour
3. The term of this contract shall be a period of one (1) year beginning on September 1, 2026 and continuing through until August 31, 2027.
4. A copy of Business Entity Certification and the Business Registration Certification (BRC) has been submitted and shall be placed on file in the City's Purchasing Division Office.

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5. The vendor has been advised that this award does not guarantee that all of the services listed will be required during the contract period and are subject to the actual need as established by the City of Ocean City. As services are required, the City Purchasing Manager shall issue Purchase Orders for those services. No services shall be performed for the City without first obtaining a Purchase Order for said services.
6. A copy of this Resolution and Contract shall be available for inspection in the Ocean City Clerk's Office and shall be published on one (1) occasion in the Ocean City Sentinel.

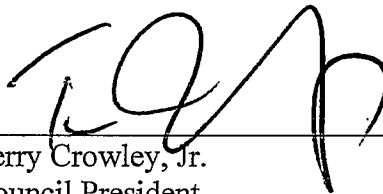
BE IT FURTHER RESOLVED by the City Council of the City of Ocean City that the Mayor and the City Purchasing Manager are hereby authorized to enter into a professional service contract with J.P. Bainbridge & Associates, Inc. for City Commercial Appraisal Services for the City of Ocean City as listed and in accordance with this resolution and submitted proposal.

The Director of Financial Management certifies that funds are available for the balance of the 2026 year & contingent upon the adoption of the 2027 Local Municipal Budget and shall be charged to the appropriate accounts upon issuance of the purchase orders. The estimated annual contract is \$40,000.00.

CERTIFICATION OF FUNDS



Frank Donato III, CFO
Director of Financial Management



Terry Crowley, Jr.
Council President

Files: RPS 2026-2027 Commercial Appraisal Services-Bainbridge.docx

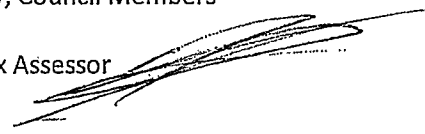
I HEREBY CERTIFY THAT the foregoing resolution was duly adopted by the City Council of the City of Ocean City, New Jersey at a Council Meeting held on Thursday, October 8, 2026, with the voting record as indicated below.

NAME	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAINED
Barnes			✓			
Crowley			✓			
Hartzell	✓					
Kelly			✓			
Levchuk			✓			
Polcini		✓				
Winslow			✓			


Melissa G. Rasner, City Clerk

THE CITY OF OCEAN CITY
TAX ASSESSMENT OFFICE
861 Asbury Avenue
City Hall, Room 107
Ocean City, NJ 08226
609-525-9374(Phone)
609-391-0650(Fax)

To: Michael Rossbach, Jr. QPA, Purchasing Agent
City of Ocean City, Council Members

From: Joseph Elliott, Tax Assessor 

Date: October 6, 2026

Subject: J.P. Bainbridge & Associates, Inc.-Hourly rate quote for 2026/2027 commercial appraisal
for Tax appeal services

Enclosed please find a copy of the above referenced document. This is Mr. Bainbridge's response to the request to provide a cost estimate for his services for year 2026/2027.

I strongly recommend that the City of Ocean City retain J. P. Bainbridge & Associates, Inc. as the commercial appraiser for select tax assessment appeals filed in the NJ Tax Court. Mr. Bainbridge has done an admirable job in producing appraisals of Ocean City commercial property for the assessor's office in several tax court matters over the last several years. Mr. Bainbridge has also participated in several successful settlement negotiations on multiple years of appeal filings. Mr. Bainbridge has many years of experience in producing appraisals on various types of commercial property that would include, but would not be limited to, hotels, motels, pharmacies, restaurants, boardwalk retail stores, and amusement piers. In my opinion, we cannot afford to change our commercial appraiser at this point, nor should we consider dismissing Mr. Bainbridge who is a highly competent NJ state certified general appraiser who also holds the prestigious MAI designation.

If you have any questions do not hesitate to contact me.

C. Frank Donato, Director of Financial Management

J. P. BAINBRIDGE & ASSOCIATES, INC.

Real Estate Appraiser ♦ Consultant

6 Woodland Road, Cape May Court House, NJ 08210
(609) 602-2977 (Cell) • jpbain@comcast.net

September 28, 2026

City of Ocean City
c/o Joseph Elliott, CTA
Tax Assessor
861 Asbury Avenue
Ocean City, NJ 08226

Re: Fee Quote – Professional Appraisal Services

Dear Mr. Elliott:

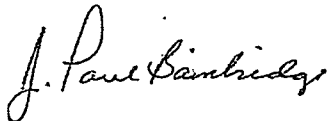
This letter is in response to your request for a fee quote for appraisals of property in anticipation of upcoming property tax appeals.

All tax appeal appraisal reports will be trial ready unless otherwise requested. Fees vary with the scope of each assignment and are based on an hourly rate of \$175. A trial ready commercial appraisal report fee is typically between \$4,500 and \$9,000, excluding consultation, trial preparation, and testimony.

Appraisal reports are prepared in conformity with the requirements of the Code of Professional Ethics & Standards of Valuation Practice of the Appraisal Institute and the Uniform Standards of Professional Appraisal Practice.

Thank you for your consideration.

Sincerely,



J. Paul Bainbridge, MAI
SCGRE 42RG00073500