



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Solicitation

NUMBER
 TAX13002

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 CONNIE OSWALD
 304-558-2157

VENDOR

*709024159 816-701-8123
 INTERNATIONAL ASSOC ASSESSING
 314 W 10TH ST
 KANSAS CITY MO 64105

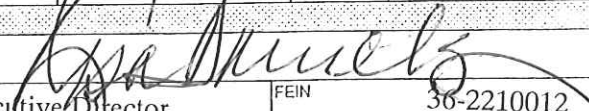
SHIP TO

STATE TAX DIVISION
 PROPERTY TAX DIVISION
 GREENBROOKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED
 11/07/2012

BID OPENING DATE: 12/11/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001				946-20-91-000		
THE STATE OF WEST VIRGINIA AND ITS AGENCY THE WEST VIRGINIA STATE TAX DIVISION REQUEST A QUOTE TO PROVIDE A ONE TIME PURCHASE OF A REVIEW TO ENSURE THE METHODOLOGIES USED BY THE TAX DIVISION IN THE UTILITY APPRAISAL PROCESS CONFIRM TO THE BEST PRACTICES IN THE FIELD PER THE ATTACHED SPECIFICATIONS AND INSTRUCTIONS TO BIDDERS.						
EVALUATION OF PUBLIC UTILITIES ON VALUATION & METHOD						
REVIEW OF METHODOLOGIES USED BY THE TAX DIVISION FOR EVALUATION AND ASSESSMENT OF PUBLIC UTILITIES FOR THE STATE OF WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS						
***** THIS IS THE END OF RFO TAX13002 ***** TOTAL:						\$34,760
12/06/12 09:55:21 AM West Virginia Purchasing Division						

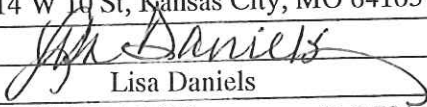
SIGNATURE  TELEPHONE 816-701-8100 DATE December 5, 2012
 TITLE Executive Director FEIN 36-2210012 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

COST SHEET FOR RFQ - TAX13002

Unit Price

MANDATORY CONTRACT ITEM 1 Review, analyze, and evaluate WV Public Utility Valuation process		\$ 15,060
MANDATORY CONTRACT ITEM 2 Completion of on-site visit		\$ 6,760
MANDATORY CONTRACT ITEM 3 Completion of first draft		\$ 5,520
MANDATORY CONTRACT ITEM 4 Completion of on-site visit & final report		\$ 7,420
Grand Total:		\$ 34,760

Vendor's Name	International Association of Assessing Officers
Vendor's Address	314 W 10 St, Kansas City, MO 64105
Authorized signature for Vendor	
Authorized printed name for Vendor	Lisa Daniels
Vendor's Phone/Fax #	816-701-8100 816-701-8149
Vendor's Email address:	Daniels@iaao.org

Award will be made to the lowest grand total meeting specifications.

Revised: Addn #01 11/21/2012

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: International Association of Assessing Officers

Authorized Signature: [Signature] Date: December 5, 2012

State of MISSOURI

County of Jackson, to-wit:

Taken, subscribed, and sworn to before me this 4th day of December, 2012.

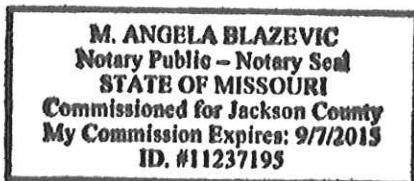
My Commission expires September 7, 2015.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 07/01/2012)



CERTIFICATION AND SIGNATURE PAGE

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

International Association of Assessing Officers

(Company)

(Authorized Signature)

Lisa Daniels, Executive Director

(Representative Name, Title)

816-701-8100

816-701-8149

(Phone Number)

(Fax Number)

December 5, 2012

(Date)



State of West Virginia
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 INTERNATIONAL ASSOC ASSESSING
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 KANSAS CITY MO 64105

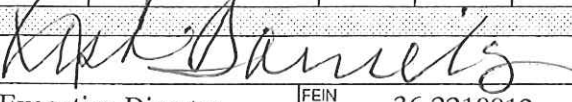
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 01						
1. TO PROVIDE ANSWERS TO QUESTIONS RECEIVED. 2. TO PROVIDE A REVISED COST SHEET. 3. TO MODIFY LANGUAGE WITHIN THE SPECIFICATIONS OF "DESIRED ITEMS" TO "CONTRACT ITEMS" AND ON THE COST SHEET. 4. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH YOUR BID MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 01						

SIGNATURE 	TELEPHONE 816-701-8100	DATE December 5, 2012
TITLE Executive Director	FEIN 36-2210012	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: TAX13002

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

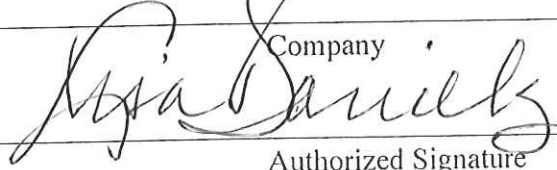
Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

International Association of Assessing Officers

 Company


 Authorized Signature

December 5, 2012

 Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
 Revised 6/8/2012