



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

Request for Quotation

RFQ NUMBER
TAX09001

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY
304-558-8801

VENDOR

York, Linda K.
 420 Marion Square Plaza
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED 05/21/2008	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **07/03/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>REQUEST FOR QUOTATION</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WV TAX DEPARTMENT, IS SOLICITING QUOTATIONS FOR A CONTRACT TO PROVIDE PROPERTY APPRAISAL SERVICES.</p> <p>ATTACHMENTS: SPECIFICATIONS PURCHASING AFFIDAVIT</p> <p>A MANDATORY PRE-BID CONFERENCE WILL BE HELD 6/11/2008 AT 10:00 AM AT TAX PAYER SERVICES LOCATED AT 1206 QUARRIER STREET, CHARLESTON, WV.</p> <p>FAILURE TO ATTEND THIS PRE-BID CONFERENCE WILL RESULT IN BID DISQUALIFICATION.</p> <p>INQUIRES: WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON 6/13/08. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER, OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, EMAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRES TO:</p> <p style="text-align: right;">SHELLY MURRAY DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25311 FAX: 304-558-4115 EMAIL: SHELLY.L.MURRAY@WV.GOV</p>						

RECEIVED

2008 AUG 13 P 1:07

PURCHASING DIVISION
STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE 304-366-5769	DATE 8/12/08
TITLE <i>PARTNER</i>	FEIN 55-0670515	ADDRESS CHANGES TO BE NOTED ABOVE

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

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

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



State of West Virginia
 Department of Administration
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Request for Quotation

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TAX09001

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY
304-558-8801

RFQ COPY
 TYPE NAME/ADDRESS HERE

V
E
N
D
O
R

LINDA YORK
 Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

S
H
I
P
T
O

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/24/2008				

BID OPENING DATE: **08/22/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		946-15		
<p>FAX: 304-558-4115 EMAIL: SHELLY.L.MURRAY@WV.GOV</p> <p>THE BID OPENING DATE WILL REMAIN: 8/22/2008</p> <p>APPRAISAL SERVICES, REAL ESTATE</p> <p>EXHIBIT 10</p> <p>REQUISITION NO.: TAX09001</p> <p>ADDENDUM ACKNOWLEDGEMENT</p> <p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p>ADDENDUM NO.'S:</p> <p>NO. 1</p> <p>NO. 2</p> <p>NO. 3</p> <p>NO. 4</p> <p>NO. 5</p> <p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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304-558-8801

RFQ COPY

TYPE NAME/ADDRESS HERE
LINDA YORK
 Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/08/2008				

BID OPENING DATE: 08/22/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 4					
NO. 5					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY 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.</p> <p style="text-align: right;">..... <i>Linda York</i> SIGNATURE</p> <p style="text-align: right;">..... <i>Puccio & York, LLC</i> COMPANY</p> <p style="text-align: right;">..... <i>8/12/08</i> DATE</p> <p>REV. 11/96</p> <p>----- END OF ADDENDUM NO. 4 -----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE 304-366-5769	DATE 8/12/08
TITLE PARTNER	FEIN 55-0672515	ADDRESS CHANGES TO BE NOTED ABOVE

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



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**SHELLY MURRAY
 304-558-8801**

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

LINDA YORK
 Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF ORDER	SHIP VIA	F.O.B.	FREIGHT TERMS
05/21/2008				

BID OPENING DATE: **07/03/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>(4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p><input checked="" type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p><input checked="" type="checkbox"/> BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Linda York* TELEPHONE **304-366-5769** DATE **8/12/08**

TITLE **PARTNER** FEIN **55-0672515** ADDRESS CHANGES TO BE NOTED ABOVE

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



State of West Virginia
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PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
SHELLY MURRAY
304-558-8801

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

LINDA YORK
 Puccio & York, LLL
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/21/2008				

BID OPENING DATE: **07/03/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		946-15		
<p>APPAISAL SERVICES, REAL ESTATE</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p><input checked="" type="checkbox"/> BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE 304-366-5769	DATE 8/12/08
TITLE PARTNER	FEIN 55-0672515	ADDRESS CHANGES TO BE NOTED ABOVE

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PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

RODNEY

RFQ COPY
 TYPE NAME/ADDRESS HERE
LINDA YORK
 Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/24/2008				

BID OPENING DATE: **08/22/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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VENDOR MUST CLEARLY 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.

..... *Linda York*
 SIGNATURE
 *Puccio & York, LLC.*
 COMPANY
 *8/12/08*
 DATE

REV. 11/96

----- END OF ADDENDUM NO. 3 -----

***** THIS IS THE END OF RFQ TAX09001 ***** TOTAL: _____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE <i>304-366-5769</i>	DATE <i>8/12/08</i>
TITLE <i>PARTNER</i>	FEIN <i>55-0672515</i>	ADDRESS CHANGES TO BE NOTED ABOVE

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ADDRESS CORRESPONDENCE TO ATTENTION OF:
**SHELLY MURRAY
 304-558-8801**

RFQ COPY
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VENDOR

Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
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 1124 SMITH STREET
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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/21/2008				

BID OPENING DATE: **07/03/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE <i>304-366-5769</i>	DATE <i>8/12/08</i>
TITLE <i>PARTNER</i>	FEIN <i>55-0672515</i>	ADDRESS CHANGES TO BE NOTED ABOVE

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



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ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

RFQ COPY
 TYPE NAME/ADDRESS HERE

PROPERTY

LINDA YORK
 Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/21/2008				

BID OPENING DATE: 07/03/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
PURCHASING DIVISION IN WRITING IMMEDIATELY.						
BIDDER: Puccio & York, LLC						
DATE: 8/12/08						
SIGNED: Linda York						
TITLE: PARTNER						
* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
Linda York	304-366-5769	8/12/08
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
PARTNER	55-0672515	

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ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

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BID OPENING DATE: **07/03/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
SEALED BID						
BUYER:				SHELLY MURRAY / FILE 31		
RFQ. NO.:				TAX09001		
BID OPENING DATE:				07/03/2008		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
				304 366-5777		
CONTACT PERSON (PLEASE PRINT CLEARLY):						
				LINDA YORK		
***** THIS IS THE END OF RFQ TAX09001 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Linda York* TELEPHONE **304-366-5769** DATE **8/12/08**
 TITLE **PARTNER** FEIN **55-0672515** ADDRESS CHANGES TO BE NOTED ABOVE

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

CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	
Barbour		\$ _____	2	\$ _____ / Neighborhood				347	\$ _____	Price per County
Residential	12,235				245	\$ _____ /Pcl	\$ _____			
Commercial	417				8	\$ _____ /Pcl	\$ _____			
Industrial	40				1	\$ _____ /Pcl	\$ _____			
Activity Totals	12,692	\$ _____	2	\$ _____	254	\$ _____	\$ _____	347	\$ _____	\$ _____

Grand Total \$ 20,600

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Berkeley		\$ _____	28	\$ _____ / Neighborhood					3,257	\$ _____
Residential	50,036					1,000	\$ _____ /Pcl	\$ _____		
Commercial	1,810					36	\$ _____ /Pcl	\$ _____		
Industrial	74					2	\$ _____ /Pcl	\$ _____		
Activity Totals	51,920	\$ _____	28	\$ _____		1,038	\$ _____	\$ _____	3,257	\$ _____

Grand Total \$ 83,700

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation *		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	
Brooke		\$ _____	2	\$ _____ / Neighborhood				383	\$ _____	Price per County
Residential	13,344				267	\$ _____ /Pcl	\$ _____			
Commercial	881				18	\$ _____ /Pcl	\$ _____			
Industrial	133				3	\$ _____ /Pcl	\$ _____			
Activity Totals	14,358	\$ _____	2	\$ _____	288	\$ _____	\$ _____	383	\$ _____	\$ _____

Grand Total \$ 24,300

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

ACTIVITY												
County	Review of Land Valuation*		Review of Neighborhood Boundaries			Review of Data Collection And Comparison of Sold v. Unsold Properties				Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	
Grant		\$ _____	3	\$ _____ / Neighborhood	\$ _____				312	\$ _____	\$ _____	
Residential	8,936					179	\$ _____ /Pcl	\$ _____				
Commercial	450					9	\$ _____ /Pcl	\$ _____				
Industrial	52					1	\$ _____ /Pcl	\$ _____				
Activity Totals	9,438	\$ _____	3	\$ _____	\$ _____	189	\$ _____	\$ _____	312	\$ _____	\$ _____	

Grand Total \$ 16,300

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CONTRACT APPRAISAL PRICING SUMMARY

County	ACTIVITY										
	Review of Land Valuation*		Review of Neighborhood Boundaries			Review of Data Collection And Comparison of Sold v. Unsold Properties				Assessment/Sales Ratio Study	
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County
Hampshire		\$ _____	5	\$ _____ / Neighborhood	\$ _____				981	\$ _____	\$ _____
Residential	19,271					385	\$ _____ /Pcl	\$ _____			
Commercial	399					8	\$ _____ /Pcl	\$ _____			
Industrial	17					1	\$ _____ /Pcl	\$ _____			
Activity Totals	19,687	\$ _____	5	\$ _____	\$ _____	394	\$ _____	\$ _____	981	\$ _____	\$ _____

Grand Total \$ 31,800

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	
Hancock		\$ _____	7	\$ _____ / Neighborhood				499	\$ _____	Price per County
Residential	18,487				370	\$ _____ /Pcl	\$ _____			
Commercial	1,510				30	\$ _____ /Pcl	\$ _____			
Industrial	125				3	\$ _____ /Pcl	\$ _____			
Activity Totals	20,122	\$ _____	7	\$ _____	403	\$ _____	\$ _____	499	\$ _____	\$ _____

Grand Total \$ 33,500

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CONTRACT APPRAISAL PRICING SUMMARY

County	ACTIVITY										
	Review of Land Valuation*		Review of Neighborhood Boundaries			Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County
Hardy		\$ _____	4	\$ _____ / Neighborhood	\$ _____				430	\$ _____	\$ _____
Residential	11,113					222	\$ _____ /Pcl	\$ _____			
Commercial	394					8	\$ _____ /Pcl	\$ _____			
Industrial	61					1	\$ _____ /Pcl	\$ _____			
Activity Totals	11,568	\$ _____	4	\$ _____	\$ _____	231	\$ _____	\$ _____	430	\$ _____	\$ _____

Grand Total \$ 19,600

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Harrison		\$ _____	12	\$ _____ / Neighborhood	\$ _____				1,766	\$ _____
Residential	46,421					928	\$ _____ /Pcl	\$ _____		
Commercial	3,504					70	\$ _____ /Pcl	\$ _____		
Industrial	71					1	\$ _____ /Pcl	\$ _____		
Activity Totals	49,996	\$ _____	12	\$ _____	\$ _____	999	\$ _____	\$ _____	1,766	\$ _____

Grand Total \$ 80,600

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CONTRACT APPRAISAL PRICING SUMMARY

County	ACTIVITY										
	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report	
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County
Jefferson		\$ _____	12	\$ _____ / Neighborhood	\$ _____				1,390	\$ _____	\$ _____
Residential	28,009					560	\$ _____ /Pcl	\$ _____			
Commercial	993					20	\$ _____ /Pcl	\$ _____			
Industrial	35					1	\$ _____ /Pcl	\$ _____			
Activity Totals	29,037	\$ _____	12	\$ _____	\$ _____	581	\$ _____	\$ _____	1,390	\$ _____	\$ _____

Grand Total \$ 46,900

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation *		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Marion		\$ _____	6	\$ _____ / Neighborhood					1,025	\$ _____
Residential	35,119					702	\$ _____ /Pcl	\$ _____		
Commercial	2,820					56	\$ _____ /Pcl	\$ _____		
Industrial	117					2	\$ _____ /Pcl	\$ _____		
Activity Totals	38,056	\$ _____	6	\$ _____		760	\$ _____	\$ _____	1,025	\$ _____

Grand Total \$ 61,300

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

County	ACTIVITY										
	Review of Land Valuation*		Review of Neighborhood Boundaries			Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County
Marshall		\$ _____	6	\$ _____ / Neighborhood	\$ _____				545	\$ _____	\$ _____
Residential	19,235					385	\$ _____ /Pcl	\$ _____			
Commercial	1,059					21	\$ _____ /Pcl	\$ _____			
Industrial	144					3	\$ _____ /Pcl	\$ _____			
Activity Totals	20,438	\$ _____	6	\$ _____	\$ _____	409	\$ _____	\$ _____	545	\$ _____	\$ _____

Grand Total \$ 34,000

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Mineral		\$ _____	5	\$ _____ / Neighborhood	\$ _____				670	\$ _____
Residential	16,827					337	\$ _____ /Pcl	\$ _____		
Commercial	745					15	\$ _____ /Pcl	\$ _____		
Industrial	63					1	\$ _____ /Pcl	\$ _____		
Activity Totals	17,635	\$ _____	5	\$ _____	\$ _____	353	\$ _____	\$ _____	670	\$ _____

Grand Total \$ 29,500

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties				Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	
Monongalia		\$ _____	5	\$ _____ / Neighborhood					3,707	\$ _____	\$ _____
Residential	43,681					874	\$ _____ /Pcl	\$ _____			
Commercial	3,074					61	\$ _____ /Pcl	\$ _____			
Industrial	86					2	\$ _____ /Pcl	\$ _____			
Activity Totals	46,841	\$ _____	5	\$ _____	\$ _____	937	\$ _____	\$ _____	3,707	\$ _____	\$ _____

Grand Total \$ 75,600

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Morgan		\$ _____	12	\$ _____ / Neighborhood	\$ _____				611	\$ _____
Residential	14,019					280	\$ _____ /Pcl	\$ _____		
Commercial	369					7	\$ _____ /Pcl	\$ _____		
Industrial	98					2	\$ _____ /Pcl	\$ _____		
Activity Totals	14,486	\$ _____	12	\$ _____	\$ _____	289	\$ _____	\$ _____	611	\$ _____

Grand Total \$ 24,300

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Ohio		\$ _____	1	\$ _____ / Neighborhood					885	\$ _____
Residential	21,379					428	\$ _____ /Pcl	\$ _____		
Commercial	2,379					48	\$ _____ /Pcl	\$ _____		
Industrial	93					2	\$ _____ /Pcl	\$ _____		
Activity Totals	23,851	\$ _____	1	\$ _____		478	\$ _____	\$ _____	885	\$ _____

Grand Total \$ 39,600

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	
Preston		\$ _____	4	\$ _____ / Neighborhood				1,283	\$ _____	Price per County
Residential	28,672				573	\$ _____ /Pcl	\$ _____			
Commercial	769				15	\$ _____ /Pcl	\$ _____			
Industrial	36				1	\$ _____ /Pcl	\$ _____			
Activity Totals	29,477	\$ _____	4	\$ _____	589	\$ _____	\$ _____	1,283	\$ _____	\$ _____

Grand Total \$ 47,500

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

ACTIVITY											
County	Review of Land Valuation*		Review of Neighborhood Boundaries			Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	
Taylor		\$ _____	2	\$ _____ / Neighborhood	\$ _____				354	\$ _____	Price per County
Residential	11,362					227	\$ _____ /Pcl	\$ _____			
Commercial	531					11	\$ _____ /Pcl	\$ _____			
Industrial	28					1	\$ _____ /Pcl	\$ _____			
Activity Totals	11,921	\$ _____	2	\$ _____	\$ _____	239	\$ _____	\$ _____	354	\$ _____	\$ _____

Grand Total \$ 19,300

* The Tax Department does not anticipate that each individual parcel in the county will be reviewed; rather, this will involve a review of the accuracy of land tables in the county. This shall be accomplished by the Contractor reviewing all sales which have occurred in a county for a minimum of 12 months prior to the July 1 assessment date for the respective tax year. If a valid sale does not exist in any neighborhood during the twelve month period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

CONTRACT APPRAISAL PRICING SUMMARY

County	ACTIVITY										Final Report		
	Review of Land Valuation*		Review of Neighborhood Boundaries			Review of Data Collection And Comparison of Sold v. Unsold Properties				Assessment/Sales Ratio Study		Price per County	
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County	
Tucker		\$ _____	2	\$ _____ / Neighborhood	\$ _____				559	\$ _____	\$ _____	\$ _____	
Residential	8,922					178	\$ _____ /Pcl	\$ _____					
Commercial	411					8	\$ _____ /Pcl	\$ _____					
Industrial	22					1	\$ _____ /Pcl	\$ _____					
Activity Totals	9,355	\$ _____	2	\$ _____	\$ _____	187	\$ _____	\$ _____	559	\$ _____	\$ _____	\$ _____	

Grand Total \$ 76,300

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CONTRACT APPRAISAL PRICING SUMMARY

County	Review of Land Valuation*		Review of Neighborhood Boundaries		Review of Data Collection And Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Study		Final Report
	Parcels to be reviewed	Price per County	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	
Wetzel		\$ _____	4	\$ _____ / Neighborhood					232	\$ _____
Residential	13,450					269	\$ _____ /Pcl	\$ _____		
Commercial	694					14	\$ _____ /Pcl	\$ _____		
Industrial	14					1	\$ _____ /Pcl	\$ _____		
Activity Totals	14,158	\$ _____	4	\$ _____		284	\$ _____	\$ _____	232	\$ _____

Grand Total \$ 22,900

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STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: 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 the debt owed is an amount greater than one thousand dollars in the aggregate

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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "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.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: Puccio & York, LLC

Authorized Signature: Linda York Date: 8/12/08



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

Request for Quotation

RFQ NUMBER
 TAX09001

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 SHELLY MURRAY
 304-558-8801

RFQ COPY

TYPE NAME / ADDRESS HERE

V
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Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

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DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED 06/25/2008	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
----------------------------	---------------	----------	--------	---------------

BID OPENING DATE: 07/24/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 -----						
THIS ADDENDUM IS ISSUED TO EXTEND THE BID OPENING DATE						
FROM: 7/03/2008						
TO : 7/24/2008						
RESPONSES TO QUESTIONS/CONCERNS RAISED DURING THE						
MANDATORY PRE-BID CONFERENCE OF 6/11/2008 AND PRIOR						
TO THE QUESTION SUBMISSION DEADLINE OF 6/13/2008 WILL						
BE ADDRESSED IN A FUTURE ADDENDUM.						
ATTACHMENT: PRE-BID SIGN IN SHEET						
0001.		LS		946-15		
	1					
APPRAISAL SERVICES, REAL ESTATE						
EXHIBIT 10						
REQUISITION NO.: TAX09001						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED						
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY						
PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO.'S:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE 304-366-5769	DATE 7/1/08
TITLE <i>PARTNER</i>	FEIN 55-0672515	ADDRESS CHANGES TO BE NOTED ABOVE

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



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

Request for Quotation

RFQ NUMBER
 TAX09001

PAGE
 2

ADDRESS CORRESPONDENCE TO ATTENTION OF
 SHELLY MURRAY
 304-558-8801

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/25/2008				

BID OPENING DATE: 07/24/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 1					
NO. 2					
NO. 3					
NO. 4					
NO. 5					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY 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.</p> <p style="text-align: center;">..... <i>Linda York</i> SIGNATURE</p> <p style="text-align: center;">..... <i>Puccio & York, LLC</i> COMPANY</p> <p style="text-align: center;">..... <i>7/1/08</i> DATE</p>						
REV. 11/96						
----- END OF ADDENDUM NO. 1 -----						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Linda York</i>	TELEPHONE 304-366-5769	DATE 7/1/08
TITLE <i>Partner</i>	FEIN 55-0672515	ADDRESS CHANGES TO BE NOTED ABOVE

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



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

Request for Quotation

REQ NUMBER
 TAX09001

PAGES
 1

ADDRESS FOR PRE-BID CONFERENCE (IF APPLICABLE)
 SHELLY MURRAY
 304-558-8801

RFQ COPY
 TYPE NAME/ADDRESS HERE

Puccio & York, LLC
 420 Marion Square
 Fairmont, WV 26554

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/23/2008				
BID OPENING DATE: 08/22/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	EXT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		946-15		
ADDENDUM NO. 2 THIS ADDENDUM IS ISSUED TO EXTEND THE BID OPENING DATE FROM: 7/24/2008 TO : 8/22/2008 RESPONSES TO QUESTIONS/CONCERNS RAISED DURING THE MANDATORY PRE-BID CONFERENCE OF 6/11/2008 AND PRIOR TO THE QUESTION SUBMISSION DEADLINE OF 6/13/2008 WILL BE ADDRESSED IN A FUTURE ADDENDUM. APPRAISAL SERVICES, REAL ESTATE EXHIBIT 10 REQUISITION NO.: TAX09001 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC. ADDENDUM NO.'S:						

PURCHASING DIVISION
 STATE OF WV
 2008 JUL 24 A 10:29
 RECEIVED

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Heida York* TELEPHONE: 304-366-5769 DATE: 7/24/08
 TITLE: PARTNER FRIN: 55-0672515 ADDRESS CHANGES TO BE NOTED ABOVE

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



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

Request for Quotation

RFQ NUMBER
TAX09001

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

RFQ COPY

VENDOR



Linda York
 Puccio & York
 420 Marion Square
 Fairmont, WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/24/2008				

BID OPENING DATE: 08/22/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 3 -----						
<p>THIS ADDENDUM IS ISSUED TO ADDRESS QUESTIONS/CONCERNS RAISED DURING THE MANDATORY PRE-BID CONFERENCE OF 6/11/2008 AND PRIOR TO THE QUESTION SUBMISSION DEADLINE OF 6/13/2008.</p> <p>ATTACHMENT: QUESTIONS/RESPONSES RE-ISSUED SPECIFICATIONS ATTACHMENT A CONFIDENTIALITY STATEMENT ATTACHMENT B LAND PRICING ANALYSIS ATTACHMENT C WV ASSESSMENT RATIO STUDY TY07</p> <p>THERE WILL BE AN ADDITIONAL NON-MANDATORY PRE-BID CONFERENCE ON 8/7/2008 AT 10:00 AM AT TAX PAYER SERVICES LOCATED AT 1206 QUARRIER STREET, CHARLESTON, WV. THIS MEETING WILL BE OPEN ONLY TO THOSE PARTICIPANTS OF THE MANDATORY PRE-BID CONFERENCE OF 6/11/2008.</p> <p>ADDITIONAL INQUIRES: ADDITIONAL WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON 8/7/2008. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER, OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, EMAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRES TO:</p> <p style="text-align: right;">SHELLY MURRAY DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25311</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	<i>Linda York</i>	TELEPHONE	304-366-5769	DATE	8/12/08
TITLE	<i>PARTNER</i>	FEIN	55-0672515	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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

Request for Quotation

RFQ NUMBER
 TAX09001

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 SHELLY MURRAY
 304-558-8801

RFQ COPY

TYPE NAME / ADDRESS HERE

VENDOR

Linda York
 Puccio & York LLC
 420 Marion Square
 Fairmont WV 26554

SHIP TO

DEPARTMENT OF TAX & REVENUE
 PROPERTY TAX DIVISION
 GREENBROKE BUILDING
 1124 SMITH STREET
 CHARLESTON, WV
 25301 304-558-3940

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/08/2008				

BID OPENING DATE: 08/22/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 4 -----						
THIS ADDENDUM IS ISSUED TO ADD THE FOLLOWING ATTACHMENTS:						
ATTACHMENTS: STATE OF WV COMPUTER ASSISTED LAND PRICING WV APPRAISAL MANUAL						
THE BID OPENING DATE WILL REMAIN: 08/22/2008.						
0001	1	LS		946-15		
APPRAISAL SERVICES, REAL ESTATE						
EXHIBIT 10						
REQUISITION NO.: TAX09001						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO. S:						
NO. 1						
NO. 2						
NO. 3						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Linda York* TELEPHONE 304-366-5769 DATE 8/12/08

TITLE *Partner* FEIN 55-0672515 ADDRESS CHANGES TO BE NOTED ABOVE

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