

**tyler**  
TECHNOLOGIES

**Original**

Tyler Technologies  
CLT Appraisal & Tax Solutions

Proposal to the  
State of West Virginia  
for  
Appraisal Services for  
Twenty Four West Virginia Counties  
RFQ # TAX10003

RECEIVED

2009 OCT -6 PM 12: 03

WV PURCHASING  
DIVISION

Tyler Technologies, Inc.  
3199 Klepinger Road  
Dayton, Ohio 45406  
P: 800-800-2581  
F: 866-658-4258  
www.tylertech.com

October 6, 2009

# State of West Virginia

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- Tatterson Appraisal Services  
Certified General Certificate

October 5, 2009

Ms. Shelly Murray  
Department of Administration  
Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, West Virginia 25305-0130

**Request for Quotation (RFQ) #TAX10003**  
**Contract to Provide Property Appraisal Services**

Dear Ms. Murray:

We at Tyler Technologies, Inc., CLT Division (Tyler | CLT) are once again pleased to submit our response to the Request for Quotation for a Contract to Provide Property Appraisal Services. We have proposed the same experienced and very talented team of individuals to work on this project. We believe we will again make a worthy partner to the State of West Virginia as you embark upon the effort of real property data verification, review of current land values, review of existing neighborhood delineation, and analysis of the sales validation process in 24 counties. We can help; it is our business to do so.

Stability, a proven track record, and knowledge of the West Virginia mass appraisal process are what we offer in addition to our knowledgeable and efficient use of your CAMA system. Based upon our familiarity with your assessment standards we can commit to this effort without any hesitation.

We look forward to your review of our firm price proposal, which incorporates your addendum(s). The following individuals may be contacted by the State of West Virginia for purposes of clarifying any aspects of the proposal. If there are any questions or comments regarding our proposal, I will be happy to prepare a timely response.

**Primary Contact** – Louis E. Caldwell, Area Manager, Appraisal Services, - (800) 800-2581 x1183 or (937) 853-1183 (direct line);

**Secondary Contacts** – Robert D. Drain, Production Manager - (740) 441-5708 (cell).

Sincerely,



Louis E. Caldwell  
Area Manager, Appraisal Services

## State of West Virginia Executive Summary

- **Partnership Decision**

The State of West Virginia should consider many factors when making the important decision regarding the qualified contractor who they will partner with on the second year of the Property Tax Equalization Study. Of primary concern in this uncertain economic world is the financial stability of the partner. Is the company you select going to be here for the long haul? You will find the answer to be a resounding "yes" when looking at Tyler Technologies.

The past year has delivered very complex credit and liquidity concerns for many companies large and small nationwide. At a time when major domestic banks have fallen and the US auto industry has teetered past the brink of bankruptcy, we understand most State governments are increasingly concerned about the financial condition of potential business partners. Tyler is here to stay. Our exclusive focus on the public sector has allowed Tyler to establish an operating model which has positioned our organization as the clear leader in this space. Because Tyler is a publicly-held company (NYSE: TYL) our prospective clients can leverage regulations as set forth by SEC compliance to further evaluate our current financial position. We believe it is important to the State to have assurances that the work will occur uninterrupted. Toward that end we believe our past relationship with the State on the technical side provides the assurance that Tyler is a stable and long term partner they can count on to complete this project.

- **Project Experience**

Has the vendor done work like this in the past? Again, Tyler's answer is yes. We are completing work in Brooke County and Wetzel County as part of the Year 1 review schedule. We know West Virginia law and appraisal practices because we have been working in the State since the 1980s. Please check our references in the column to the right and you will find your selection process is not difficult.

- **Project Personnel**

Does the vendor have sufficient staff to get the work done the way we want it done? Tyler has built a strong and capable staff through recent projects completed in West Virginia, Ohio and Pennsylvania. We have over 300 employees from which to draw the right team to execute the work in West Virginia. This staff is made up of talented and driven assessment professionals trained to perform the necessary tasks in this difficult business. Our West Virginia based employees appreciate the potential longevity of this engagement offering them a home base they can call their own.

### Project References/ Client Quotes:

*"Tyler Technologies has been performing contract work for the Monongalia County Assessor's Office. Work has been performed on schedule, within contract and according to IAEO standards. I have complete confidence that the product being produced will be accurate and useful."*

**Rodney A. Pyles**, Assessor, Monongalia County, WV

#### **Monongalia County, WV**

Mr. Rodney A. Pyles, Assessor  
Monongalia County Courthouse  
243 High Street  
Morgantown, WV 26505  
304-291-7222

#### **Mason County, WV**

Mr. Ronald L. Hickman, Assessor  
200 Sixth Street  
Point Pleasant, WV 25550  
304-675-2840

#### **Putnam County, WV**

Ms. Sherry L. Hayes, Assessor  
3389 Winfield Road  
Winfield, WV 25213  
304-586-0206

## State of West Virginia Executive Summary Continued

- **Software Experience**

Does the vendor understand the use of CAMA and assessment technology required in this engagement? Tyler has used the State's current software to execute reappraisal programs and to provide ongoing assessment services for various jurisdictions for over two decades, so we know how it works and how to get things done using it.

- **Why Choose Tyler**

The State of West Virginia should expect its vendor to provide customer service above and beyond the normal call of duty. We know that when you check Tyler references you will hear that we perform not only the letter of the contract, but also the tacit functions you need accomplished from time to time in the course of daily business.

Finally, we expect the State of West Virginia to be price conscious, and we believe we are presenting you with a very economical fixed price. Tyler is competitively priced, but our exemplary performance sets us apart. Some firms may charge less, but if the required results of fair and equitable evaluation of assessments delivered timely and presented to officials professionally are not achieved, this could be a costly error. In a service profession you get what you pay for.

### Project References/ Client Quotes Continued:

#### **Athens County, OH**

Ms. Jill Thompson  
Athens County Auditor  
15 S. Court Street  
Room 330  
Athens, OH 45701-2896  
740-592-3225

#### **Gallia County, OH**

Mr. Larry Betz  
Gallia County Auditor  
18 Locust Street  
Room 1264  
Gallipolis, OH 45631-1264  
740-446-4612 ext. 213

## Experience, Qualifications, Organization

### Executive Overview

Tyler Technologies, Inc., CLT Division is pleased to submit our Response dated October 6, 2009, to the West Virginia Department of Tax and Revenue in response to the State's Request for Quotation (RFQ) for Appraisal Services. We have provided both system and appraisal services to the State and we feel we have a special understanding of the needs and goals expressed in your RFQ.

Tyler CLT has completed some of the largest reappraisals ever done, yet still meets the needs of the smallest jurisdictions. This is because we listen. We listen and respond in a measured and well-thought-out way; working in conjunction with our clients as a team pursuing a shared goal. It goes beyond simply understanding the laws and practices of West Virginia property taxation. It's applying the code, rules, and regulations in a manner that best serves our client and the taxpayers of the State – to provide an efficient and effective set of appraisal standards and best practices that will ensure public support, confidence, and understanding.

### Project Approach

In executing a project of this nature and complexity, CLT will utilize a team approach to ensure that the State's goals and objectives are achieved. This approach involves putting together an exceptionally qualified team with knowledge of West Virginia real property mass appraisal standards and IAS 4.0 technical capabilities.

Robert Drain, a West Virginia resident, will serve as the project's day-to-day, on-site Production Manager in the Counties. Bob has spent many years on-site in West Virginia working side by side with Assessors and their staffs to improve assessment operations. Bob is a well respected and accomplished West Virginia mass appraiser and manager, and has developed strong working relationships with many Assessors and the State Department of Tax and Revenue. In this regard, no other competitor can make such a claim.

In addition, William Tatterson, a West Virginia Certified General Appraiser, will assume the role of quality control manager to ensure that assessment standards are met throughout each project.

Since public relations will be an important part of the project, Patti Hall, our Director of Marketing, will play an important role in the project as well. She presented a session in May 2006 to the WV Assessors' Association called, "Public Information Strategies." In addition, Patti has made presentations about public information strategies to several state assessor organizations, including Virginia, Pennsylvania, Massachusetts, and Missouri. In the past five years, CLT led an extensive public information effort in Pennsylvania counties close to the WV border: Fayette and Bedford counties, both of which had not conducted reassessments in 40-50 years. Our library of public information materials includes brochures, fact sheets, flyers, media releases (including print, radio, and cable bulletins), web site content, and many targeted communication pieces.

The project team will be supported by VP of Operations, Benjamin S. Story, and CLT Appraisal Services President, David J. Johnson, as well as personnel from our corporate office in Dayton, Ohio.

Company experience shows that client involvement throughout a project helps ensure a successful outcome. The Company welcomes a dedicated project manager from the State. In this regard, the State and the Company will be acting as a team to successfully complete the job at hand.

## Financial Stability

Our history, methodical approach, and exceptional people have resulted in financial stability sadly lacking in many of our competitors. Like many companies, CLT has had its ups and downs, but we have never lost sight of the things that have made us successful: our clients, quality, and our personnel. CLT's parent company, Tyler Technologies, Inc. has reported total revenues and earnings for the year ended December 31, 2008 of \$265 million, with fully diluted earnings per share of \$0.61. The Company is profitable and has experienced above-market growth rates from its core business. Substantial growth opportunities from sales to new customers, additional sales to existing customers, and new product offerings provide the potential to accelerate growth.

We can talk about our exceptional personnel, our long history, defensible and explainable practices, our public information, and quality assurance, etc., but the bottom line is CLT isn't just a company that *can* meet the requirements in your RFQ; it *has* repeatedly met these requirements by providing the best appraisal service in the industry for more than 70 years. It's not just a slogan, it's the truth.

## Company Qualifications and Longevity

Founded in 1938, Tyler | CLT is North America's oldest, largest, and most experienced supplier of mass appraisal services and property tax administration software solutions. In our long history, we have completed a multitude of projects, including recent appraisal and system implementations in the State of West Virginia. One of Tyler | CLT's core competencies is the ability to conduct comprehensive appraisal projects that once complete, exceed industry standards for excellence.

## Tyler Technologies, Inc.

Tyler Technologies, Inc. was formed in 1966 and incorporated under the laws of the State of Delaware in 1989. Tyler has its headquarters in Dallas, TX and is listed on the New York Stock Exchange, traded under the symbol **TYL**. Tyler's story is simple: resources and talents dedicated to the single goal of becoming the leader in the local government market. Tyler has built its success upon proven products that work.

## Tyler | CLT Division

Tyler | CLT provides services exclusively to State, Provincial and local governments in the area of mass appraisal and property tax administration. For over 70 years, Tyler | CLT has completed more than 2,500 major projects in 46 states (including 23 state capitals) and has appraised some 50 million parcels of residential, agricultural, commercial, and industrial property.

## History & Experience

In 1938, John Cole and Harold Layer co-founded the company that has grown to be the largest and most reputable mass appraisal firm in the world. Adding a third partner, Melvin Trumble, Sr., in 1939, the Company became known as Cole-Layer-Trumble and the CLT legacy was born.

Tyler | CLT understands the language of assessment and has translated that language into more operational property tax software solutions than any other company on the planet. Tyler | CLT pioneered the development of computer-assisted mass appraisal (CAMA) in the late 1950's and has completed over 500 CAMA projects, installing software in more than 350 jurisdictions (including the State of West Virginia). With over 30 years of experience in the development of assessment software, Tyler | CLT has positioned itself as one of the leading suppliers of property tax software, not only in the United States, but in the world.

## Scope of Services & General Conditions

The Contractor understands the goal of the project and as such will comply with the requirements as enumerated below. In addition, we have completed the pricing summary sheets in the manner prescribed.

1. Program Objective

The Contractor will comply with all requirements related to item 1.

2. Contractors

We understand the confidential nature of the appraisal data. Therefore, the Contractor will instruct field staff not to engage in conversations with property owners regarding values or taxes. In addition, a letter of introduction will be carried by all field personnel, which will include contact information for property owners who have questions regarding the process. We also understand that sales that have occurred in the twelve month period of time (July 1, 2007 – June 30, 2008) will be the basis for the statement of work in this section. The Contractor has conducted a number of appraisal assignments in the State using its proprietary IAS system. Therefore, we feel we are eminently qualified and accomplished in its use for the proposed project. We firmly believe no other competitor can make the same claim.

The Contractor will comply with all requirements related to item 2 a, b, c, d, e, and g. For clarification under item f, the review of unsold properties will be made from the public right of way and consist of a visual verification of the objective and subjective data including, but not limited to, grade and physical/functional/ economic obsolescence.

3. State Tax Department and County Responsibilities

The Contractor acknowledges the delivery requirements of the State and Counties. Since time is of the essence, the Contractor will expect the State and Counties to deliver all required documents within thirty (30) days from contract signing.

4. Reports

The Contractor will comply with all requirements related to item 4. The Contractor will produce a project work plan. The work plan will indicate the starting and completion dates for all the various phases of the project as well as personnel needs. Once approved and agreed upon, the work plan will become part of the Contract and will be used to track progress as recorded in monthly status reports.

5. Public Relations

The Contractor will comply with all requirements related to item 5.

A successful public relations effort is in reality a joint function of the State and the Contractor. The Contractor is aware of its highly visible role in the project. In order to achieve public awareness, understanding, and acceptance of the results of the project, the Contractor will provide the following items as part of a standard public relations package.



1. After consulting with State and project management, the Contractor's Director of Communications and Public Affairs will offer a public information plan for the State's review and implementation.
2. Periodic regular briefings, at least monthly, will be held with the State, including progress reports and discussion of problem areas and solutions.
3. Periodic news releases will be issued prior to and during the project. These releases are particularly important during the data verification/ collection phase of the project. Writing assistance for these releases will be provided by the Contractor. Newspaper articles will be presented for clearance to the State prior to release.
  
6. Identification  
The Contractor will comply with all requirements related to item 6.
  
7. Scope of Work  
The Contractor will comply with all requirements related to item 7.
  
8. Qualifications of Contractor and Subcontractors  
The Contractor will comply with all requirements related to item 8.
  
9. Mandatory Pre-Bid Conference  
The Contractor has already met this requirement.
  
10. Liquidated Damage  
The Contractor understands the State's position regarding liquidated damages.
  
11. Payment Schedule  
The Contractor agrees with a monthly progress payment. An invoice will be submitted monthly for a percent complete of project based upon the previous month's work as established in the work plan. Once this invoice is approved by the State, the Contractor expects to be paid within thirty (30) days.
  
12. Orientation and Training Sessions  
Tyler | CLT will comply with all requirements related to item 12.

13. Schedule and Subject Counties

Tyler | CLT will comply with all requirements related to item 13.

The Contractor has included a list of sample Terms and Conditions it requires to be part of any contract it executes. It has been included in our RFQ response for your consideration.

## TERMS & CONDITIONS

### INSURANCE & INDEMNIFICATION:

Except as provided below, the Company agrees to defend and save harmless the Client, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery, and judgments of every kind and description arising out of the performance of this Agreement, for personal injury or property damage brought or recovered against it by reason of any negligent action or omission of the Company, its agents, or employees and with respect to the degree to which the Client is free from negligence on the part of itself, its employees and agents.

The Client agrees to defend and indemnify and save harmless the Company, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery and judgments of every kind and description arising out of any valuation disputes, or challenges to the methodology employed under this Agreement brought or recovered against it, whether based in contract, negligence or otherwise.

Neither party shall be liable to the other for consequential, indirect or incidental damages, including, but not limited to, loss of tax revenue or claims related to valuation of property, whether based in contract, negligence, strict liability or otherwise.

In any event, the Company's liability for damages (except for damage to real or personal property or personal injury as provided above) under any theory of liability or form of action including negligence shall not exceed the total amount paid by the Client to the Company under this Agreement.

The Company shall carry Public Liability Insurance in the amount of \$1,000,000 including protection for bodily injury and property damage with a combined single limit of \$1,000,000 and \$500,000 for each occurrence.

The Company shall also maintain Automobile Liability Insurance providing limits of \$1,000,000 per occurrence, and the Company shall provide Workers' Compensation Insurance. The Workers' Compensation Insurance shall provide coverage under the Compensation Act of West Virginia and shall provide employer's liability insurance in the amount of \$100,000.

Upon the request by the Client, Certificates of Insurance shall be supplied to the Client by the Company detailing the above coverage. A carrier authorized to do business within the State of West Virginia will issue these certificates.

### GOVERNING LAW:

This Agreement shall be interpreted under the substantive law of the State of West Virginia as it existed and was interpreted on the effective date of this Agreement. In the event that the laws of the State of West Virginia change, so as to create additional work for the Company not provided for in this Agreement, the Client shall allow the Company a reasonable extension of the completion date and additional compensation to be negotiated.

### FORCE MAJEURE:

Neither party shall be liable to the other for any loss, damage, failure, delay, or breach in rendering any services or performing any obligations hereunder to the extent that such failure, delay, or breach results from any cause or event beyond the control of the party being released hereby (Force Majeure), including, but not limited to acts of God, acts or omissions of civil or military authorities (acting in their sovereign, but not in their contractual, capacity), floods, torrential rainfall, other severe or unusual weather or

climatic conditions, which would exist for a substantial period of time and would have an affect so as to substantially impair the complete deadline, epidemics, quarantines, other medical restrictions or emergencies, defects or failures in equipment or materials owned or supplied by the other party, strikes or other labor actions, embargoes, wars, civil disobedience, riots, terrorism, extreme inflation (ten percent or greater per year) or of governmental rationing of fuel and/or power which would result in a severe shortage thereof, which would substantially impair the proposed completion deadline.

If either party is prevented or delayed in the performance of its obligations hereunder by Force Majeure, that party shall immediately notify the other party in writing of the reason for the delay or failure to perform, describing in as much detail as possible the event of Force Majeure causing the delay or failure and discussing the likely duration of the Force Majeure and any known prospects for overcoming or ameliorating it. Both parties agree to take any commercially reasonable measures to overcome or ameliorate the Force Majeure and its adverse effects on this Agreement, and to resume performance as completely as is reasonably possible once the Force Majeure is overcome or ameliorated.

#### **ARBITRATION:**

Except as set forth in this Article, any controversy or claim arising out of or relating to this Agreement shall be settled in binding arbitration before a single arbitrator in a location of the Client's choosing in accordance with the rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction over the parties and the subject matter hereof.

#### **TERMINATION:**

This Agreement may be terminated by either party by giving thirty (30) days written notice to the other, before the effective date of termination. In the event of termination or suspension, the Company shall be entitled to receive payment in full (at the amounts and rates set forth herein, or if not specifically set forth in this Agreement, at the Company's standard or published rates) for all services, software, licenses and/or bonding delivered by the Company up to the effective date of the termination or suspension, as the case may be, plus such other charges as may be agreed upon by the parties.

#### **NON-SOLICITATION:**

During the Period of Agreement and for a period of six months following the project completion date, the Client will not solicit for employment or hire any Company employee without the express written consent of the Company.

#### **ADDITIONAL COMPENSATION:**

Additional compensation that may be due the Company as the result of services requested by the Client that are beyond the scope of this Agreement will be invoiced in the month subsequent to the month in which the services were provided.

#### **COMPANY RIGHT TO STOP WORK FOR NON-PAYMENT:**

Payment of billings is due within thirty (30) days after the date of each billing. Failure of the Client to make payment when due shall entitle the Company, in addition to its other rights and remedies, to suspend, temporarily, further performance of this Agreement without liability.

**ENTIRE AGREEMENT:**

This Agreement represents the entire agreement of Client and the Company with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied or statutory. The Client hereby acknowledges that in entering into this Agreement it did not rely on any information not explicitly set forth in this Agreement. This Agreement may not be altered or amended except in writing, executed, making specific references to this Agreement, by a duly authorized officer of the Company and by a duly authorized official of the Client.

**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 Studies		Work Plan	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		
Braxton		\$ 8,118.13	1	\$ 375.00 /Neighborhood				244	\$ 6,100.00	Price per County	Price per County
Residential	12,484				250	\$ 25.00 /Pcl	\$ 6,250.00				
Commercial	497				10	\$ 50.00 /Pcl	\$ 500.00				
Industrial	8				1	\$ 625.00 /Pcl	\$ 625.00				
<b>Activity Totals</b>	12,989	\$ 8,118.13	1		261		\$ 7,375.00	244	\$ 6,100.00	\$ 900.00	\$ 2,500.00

Grand Total \$ 25,368.13

\* 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 Studies		Work Plan	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		
Cabell		\$ 15,974.64	24	\$ 216.00 /Neighborhood	\$ 5,184.00				2055	\$ 29,592.00	Price per County	Price per County
Residential	40,665					814	\$ 14.40 /Pcl	\$ 11,721.60				
Commercial	3,571					72	\$ 28.80 /Pcl	\$ 2,073.60				
Industrial	138					3	\$ 360.00 /Pcl	\$ 1,080.00				
<b>Activity Totals</b>	<b>44,374</b>	<b>\$ 15,974.64</b>	<b>24</b>		<b>\$ 5,184.00</b>	<b>889</b>		<b>\$ 14,875.20</b>	<b>2055</b>	<b>\$ 29,592.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total                      \$                      69,025.84

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**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 Studies		Work Plan		
	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				
Calhoun		\$ 4,954.22	1	\$ 435.60 /Neighborhood	\$ 435.60				98	\$ 2,845.92		Price per County	Price per County	Price per County
Residential	6,633					133	\$ 29.04 /Pcl	\$ 3,862.32						
Commercial	190					4	\$ 58.08 /Pcl	\$ 232.32						
Industrial	1					1	\$ 726.00 /Pcl	\$ 726.00						
<b>Activity Totals</b>	<b>6,824</b>	<b>\$ 4,954.22</b>	<b>1</b>		<b>\$ 435.60</b>	<b>138</b>		<b>\$ 4,820.64</b>	<b>98</b>	<b>\$ 2,845.92</b>		<b>\$ 900.00</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>

Grand Total \$ 16,456.38

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**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 Studies		Work Plan	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		
Clay		\$ 6,956.40	2	\$ 495.00 /Neighborhood	\$ 990.00				154	\$ 5,082.00	Price per County	Price per County
Residential	8,229					165	\$ 33.00 /Pcl	\$ 5,445.00				
Commercial	179					4	\$ 66.00 /Pcl	\$ 264.00				
Industrial	24					1	\$ 825.00 /Pcl	\$ 825.00				
<b>Activity Totals</b>	<b>8,432</b>	<b>\$ 6,956.40</b>	<b>2</b>		<b>\$ 990.00</b>	<b>170</b>		<b>\$ 6,534.00</b>	<b>154</b>	<b>\$ 5,082.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total      \$      22,962.40

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ACTIVITY												
County	Review of Land Valuation		Review of Neighborhood Boundaries			Review of Data Collection and Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Studies		Work Plan	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		
Doddridge		\$ 4,874.93	2	\$ 495.00 /Neighborhood	\$ 990.00				121	\$ 3,993.00	Price per County	Price per County
Residential	5,729					115	\$ 33.00 /Pcl	\$ 3,795.00				
Commercial	178					4	\$ 66.00 /Pcl	\$ 264.00				
Industrial	2					1	\$ 825.00 /Pcl	\$ 825.00				
<b>Activity Totals</b>	<b>5,909</b>	<b>\$ 4,874.93</b>	<b>2</b>		<b>\$ 990.00</b>	<b>120</b>		<b>\$ 4,884.00</b>	<b>121</b>	<b>\$ 3,993.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total \$ 18,141.93

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**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 Studies		Work Plan	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		
Gilmer		\$ 4,613.00	1	\$ 435.60 /Neighborhood	\$ 435.60				126	\$ 3,659.04	Price per County	Price per County
Residential	6,131					123	\$ 29.04 /Pcl	\$ 3,571.92				
Commercial	207					4	\$ 58.08 /Pcl	\$ 232.32				
Industrial	16					1	\$ 726.00 /Pcl	\$ 726.00				
<b>Activity Totals</b>	6,354	\$ 4,613.00	1		\$ 435.60	128		\$ 4,530.24	126	\$ 3,659.04	\$ 900.00	\$ 2,500.00

Grand Total \$ 16,637.88

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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 Studies		Work Plan	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		
Greenbrier		\$ 21,331.80	5	\$ 472.50 /Neighborhood	\$ 2,362.50				748	\$ 23,562.00	Price per County	Price per County
Residential	25,354					507	\$ 31.50 /Pcl	\$ 15,970.50				
Commercial	1,691					34	\$ 63.00 /Pcl	\$ 2,142.00				
Industrial	43					1	\$ 787.50 /Pcl	\$ 787.50				
<b>Activity Totals</b>	<b>27,088</b>	<b>\$ 21,331.80</b>	<b>5</b>		<b>\$ 2,362.50</b>	<b>542</b>		<b>\$ 18,900.00</b>	<b>748</b>	<b>\$ 23,562.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total \$ 69,556.30

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**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 Studies		Work Plan	Final Report
	Parcels to be reviewed	Price per County	Total	Neighborhoods to be reviewed	Price per Neighborhood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County			
Jackson		\$ 6,006.00		3	\$ 210.00 /Neighborhood	\$ 630.00					654	\$ 9,156.00	Price per County	Price per County
Residential	16,102						322	\$ 14.00 /Pcl	\$ 4,508.00					
Commercial	1,026						21	\$ 28.00 /Pcl	\$ 588.00					
Industrial	32						1	\$ 350.00 /Pcl	\$ 350.00					
<b>Activity Totals</b>	<b>17,160</b>	<b>\$ 6,006.00</b>	<b>\$ 630.00</b>	<b>3</b>		<b>\$ 630.00</b>	<b>344</b>		<b>\$ 5,446.00</b>		<b>654</b>	<b>\$ 9,156.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total      \$      24,638.00

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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 Studies		Work Plan	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	Price per County	Price per County
Lewis		\$ 8,479.63	2	\$ 412.50 /Neighborhood				268	\$ 7,370.00	\$ 900.00	\$ 2,500.00
Residential	11,641				233	\$ 27.50 /Pcl	\$ 6,407.50				
Commercial	684				14	\$ 55.00 /Pcl	\$ 770.00				
Industrial	9				1	\$ 687.50 /Pcl	\$ 687.50				
<b>Activity Totals</b>	12,334	\$ 8,479.63	2		248		\$ 7,865.00	268	\$ 7,370.00	\$ 900.00	\$ 2,500.00

Grand Total \$ 27,939.63

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**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 Studies		Work Plan	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		
Mason		\$ 4,272.00	4	\$ 150.00 /Neighborhood	\$ 600.00				500	\$ 5,000.00	Price per County	Price per County
Residential	16,178					324	\$ 10.00 /Pcl	\$ 3,240.00				
Commercial	871					18	\$ 20.00 /Pcl	\$ 360.00				
Industrial	39					1	\$ 250.00 /Pcl	\$ 250.00				
<b>Activity Totals</b>	<b>17,088</b>	<b>\$ 4,272.00</b>	<b>4</b>		<b>\$ 600.00</b>	<b>343</b>		<b>\$ 3,850.00</b>	<b>500</b>	<b>\$ 5,000.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total      \$      17,122.00

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**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 Studies		Work Plan	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		
Monroe		\$ 8,250.78	3	\$ 468.75 /Neighborhood	\$ 1,406.25				334	\$ 10,437.50	\$ 900.00	\$ 2,500.00
Residential	10,283					206	\$ 31.25 /Pcl	\$ 6,437.50				
Commercial	269					6	\$ 62.50 /Pcl	\$ 375.00				
Industrial	9					1	\$ 781.25 /Pcl	\$ 781.25				
<b>Activity Totals</b>	10,561	\$ 8,250.78	3		\$ 1,406.25	213		\$ 7,593.75	334	\$ 10,437.50	\$ 900.00	\$ 2,500.00

Grand Total \$ 31,088.28

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**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 Studies		Work Plan	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		
Nicholas		\$ 13,595.18	3	\$ 371.25 /Neighborhood	\$ 1,113.75				430	\$ 10,642.50	\$ 900.00	\$ 2,500.00
Residential	20,948					419	\$ 24.75 /Pcl	\$ 10,370.25				
Commercial	956					19	\$ 49.50 /Pcl	\$ 940.50				
Industrial	68					2	\$ 618.75 /Pcl	\$ 1,237.50				
<b>Activity Totals</b>	21,972	\$ 13,595.18	3		\$ 1,113.75	440		\$ 12,548.25	430	\$ 10,642.50	\$ 900.00	\$ 2,500.00

Grand Total                   \$                   41,299.68

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**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 Studies		Work Plan	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		
Pendleton		\$ 6,285.47	2	\$ 515.63 /Neighborhood	\$ 1,031.25				196	\$ 6,737.50	Price per County	Price per County
Residential	7,072					142	\$ 34.38 /Pcl	\$ 4,881.25				
Commercial	237					5	\$ 68.75 /Pcl	\$ 343.75				
Industrial	5					1	\$ 859.38 /Pcl	\$ 859.38				
<b>Activity Totals</b>	<b>7,314</b>	<b>\$ 6,285.47</b>	<b>2</b>		<b>\$ 1,031.25</b>	<b>148</b>		<b>\$ 6,084.38</b>	<b>196</b>	<b>\$ 6,737.50</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total                   \$                   23,538.59

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**CONTRACT APPRAISAL PRICING SUMMARY**

County	ACTIVITY										Work Plan	Final Report	
	Review of Land Valuation		Review of Neighborhood Boundaries			Review of Data Collection and Comparison of Sold v. Unsold Properties				Assessment/Sales Ratio Studies			
	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			
Pleasants		\$ 3,579.18	2	\$ 363.00 / Neighborhood	\$ 726.00				128	\$ 3,097.60	Price per County	Price per County	\$ 2,500.00
Residential	5,598					112	\$ 24.20 /Pcl	\$ 2,710.40					
Commercial	275					6	\$ 48.40 /Pcl	\$ 290.40					
Industrial	43					1	\$ 605.00 /Pcl	\$ 605.00					
<b>Activity Totals</b>	<b>5,916</b>	<b>\$ 3,579.18</b>	<b>2</b>		<b>\$ 726.00</b>	<b>119</b>		<b>\$ 3,605.80</b>	<b>128</b>	<b>\$ 3,097.60</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>	

Grand Total      \$      14,408.58

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**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 Studies		Work Plan	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	Price per County	Price per County
Pocahontas		\$ 11,760.94	1	\$ 562.50 /Neighborhood	\$ 562.50				371	\$ 13,912.50		\$ 900.00	\$ 2,500.00
Residential	12,139					243	\$ 37.50 /Pcl	\$ 9,112.50					
Commercial	399					8	\$ 75.00 /Pcl	\$ 600.00					
Industrial	7					1	\$ 937.50 /Pcl	\$ 937.50					
<b>Activity Totals</b>	12,545	\$ 11,760.94	1		\$ 562.50	252		\$ 10,650.00	371	\$ 13,912.50		\$ 900.00	\$ 2,500.00

Grand Total \$ 40,285.94

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**CONTRACT APPRAISAL PRICING SUMMARY**

<b>ACTIVITY</b>												
County	Review of Land Valuation		Review of Neighborhood Boundaries			Review of Data Collection and Comparison of Sold v. Unsold Properties			Assessment/Sales Ratio Studies		Work Plan	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		
Putnam		\$ 10,237.82	15	\$ 189.00 /Neighborhood	\$ 2,835.00				1211	\$ 15,258.60	Price per County	Price per County
Residential	30,908					618	\$ 12.60 /Pcl	\$ 7,786.80				
Commercial	1,550					31	\$ 25.20 /Pcl	\$ 781.20				
Industrial	43					1	\$ 315.00 /Pcl	\$ 315.00				
<b>Activity Totals</b>	<b>32,501</b>	<b>\$ 10,237.82</b>	<b>15</b>		<b>\$ 2,835.00</b>	<b>650</b>		<b>\$ 8,883.00</b>	<b>1211</b>	<b>\$ 15,258.60</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total                      \$                      40,614.42

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**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 Studies		Work Plan	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		
Randolph		\$ 16,687.13	4	\$ 472.50 /Neighborhood	\$ 1,890.00				538	\$ 16,947.00		
Residential	20,003					400	\$ 31.50 /Pcl	\$ 12,600.00				
Commercial	1,115					22	\$ 63.00 /Pcl	\$ 1,386.00				
Industrial	72					2	\$ 787.50 /Pcl	\$ 1,575.00				
<b>Activity Totals</b>	<b>21,190</b>	<b>\$ 16,687.13</b>	<b>4</b>		<b>\$ 1,890.00</b>	<b>424</b>		<b>\$ 15,561.00</b>	<b>538</b>	<b>\$ 16,947.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total      \$      54,485.13

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**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 Studies		Work Plan	Final Report
	Parcels to be reviewed	Price per County	Total	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		
Ritchie		\$ 6,123.15		1	\$ 330.00 /Neighborhood	\$ 330.00					204	\$ 4,488.00	\$ 900.00	\$ 2,500.00
Residential	10,654						213	\$ 22.00 /Pcl	\$ 4,686.00					
Commercial	455						9	\$ 44.00 /Pcl	\$ 396.00					
Industrial	24						1	\$ 550.00 /Pcl	\$ 550.00					
<b>Activity Totals</b>	11,133	\$ 6,123.15		1		\$ 330.00	223		\$ 5,632.00		204	\$ 4,488.00	\$ 900.00	\$ 2,500.00

Grand Total \$ 19,973.15

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**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 Studies		Work Plan	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		
Roane		\$ 6,377.25	2	\$ 330.00 /Neighborhood	\$ 660.00				262	\$ 5,764.00	Price per County	Price per County
Residential	11,188					224	\$ 22.00 /Pcl	\$ 4,928.00				
Commercial	391					8	\$ 44.00 /Pcl	\$ 352.00				
Industrial	16					1	\$ 550.00 /Pcl	\$ 550.00				
<b>Activity Totals</b>	11,595	\$ 6,377.25	2		\$ 660.00	233		\$ 5,830.00	262	\$ 5,764.00	\$ 900.00	\$ 2,500.00

Grand Total      \$      22,031.25

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**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 Studies		Work Plan	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		
Tyler		\$ 5,264.19	2	\$ 412.50 /Neighborhood	\$ 825.00				204	\$ 5,610.00	Price per County	Price per County
Residential	7,393					148	\$ 27.50 /Pcl	\$ 4,070.00				
Commercial	244					5	\$ 55.00 /Pcl	\$ 275.00				
Industrial	20					1	\$ 687.50 /Pcl	\$ 687.50				
<b>Activity Totals</b>	7,657	\$ 5,264.19	2		\$ 825.00	154		\$ 5,032.50	204	\$ 5,610.00	\$ 900.00	\$ 2,500.00

Grand Total      \$      20,131.69

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**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 Studies		Work Plan	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		
Upshur		\$ 13,182.81	2	\$ 468.75 /Neighborhood	\$ 937.50				410	\$ 12,812.50			
Residential	15,981					320	\$ 31.25 /Pcl	\$ 10,000.00					
Commercial	854					17	\$ 62.50 /Pcl	\$ 1,062.50					
Industrial	39					1	\$ 781.25 /Pcl	\$ 781.25					
<b>Activity Totals</b>	<b>16,874</b>	<b>\$ 13,182.81</b>	<b>2</b>		<b>\$ 937.50</b>	<b>338</b>		<b>\$ 11,843.75</b>	<b>410</b>	<b>\$ 12,812.50</b>		<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total                   \$                   42,176.56

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**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 Studies	Work Plan	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			
Webster		\$ 11,382.80	1	\$ 660.00 /Neighborhood	\$ 660.00				149	\$ 6,556.00	900.00	Price per County \$ 2,500.00
Residential	9,969					200	\$ 44.00 /Pcl	\$ 8,800.00				
Commercial	363					7	\$ 88.00 /Pcl	\$ 616.00				
Industrial	16					1	\$ 1,100.00 /Pcl	\$ 1,100.00				
<b>Activity Totals</b>	<b>10,348</b>	<b>\$ 11,382.80</b>	<b>1</b>		<b>\$ 660.00</b>	<b>208</b>		<b>\$ 10,516.00</b>	<b>149</b>	<b>\$ 6,556.00</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total                    \$                    32,514.80

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**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 Studies		Work Plan	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		
Wirt		\$ 3,797.59	1	\$ 363.00 /Neighborhood	\$ 363.00				117	\$ 2,831.40	Price per County	Price per County
Residential	6,157					123	\$ 24.20 /Pcl	\$ 2,976.60				
Commercial	118					3	\$ 48.40 /Pcl	\$ 145.20				
Industrial	2					1	\$ 605.00 /Pcl	\$ 605.00				
<b>Activity Totals</b>	<b>6,277</b>	<b>\$ 3,797.59</b>	<b>1</b>		<b>\$ 363.00</b>	<b>127</b>		<b>\$ 3,726.80</b>	<b>117</b>	<b>\$ 2,831.40</b>	<b>\$ 900.00</b>	<b>\$ 2,500.00</b>

Grand Total      \$      14,118.79

\* 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 Studies		Work Plan	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		
Wood		\$ 21,094.11	8	\$ 229.50 /Neighborhood	\$ 1,836.00				1462	\$ 22,368.60	Price per County	Price per County
Residential	49,540					991	\$ 15.30 /Pcl	\$ 15,162.30				
Commercial	5,316					106	\$ 30.60 /Pcl	\$ 3,243.60				
Industrial	292					6	\$ 382.50 /Pcl	\$ 2,295.00				
<b>Activity Totals</b>	55,148	\$ 21,094.11	8		\$ 1,836.00	1103		\$ 20,700.90	1462	\$ 22,368.60	\$ 900.00	\$ 2,500.00

Grand Total      \$      69,399.61

\* 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.



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  
**TAX10003**

PAGE  
**4**

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

RFQ COPY  
 TYPE NAME/ADDRESS HERE

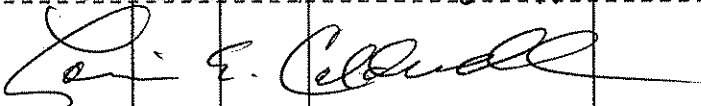
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DEPARTMENT OF TAX AND REVENUE  
 OPERATIONS DIVISION  
 BUILDING 1, ROOM W417  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0845 304-558-0761

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/13/2009				

BID OPENING DATE: **10/06/2009** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
BID OPENING DATE: 10/06/2009 BID OPENING TIME: 1:30 PM  PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: (866) 658-4258 ----- CONTACT PERSON (PLEASE PRINT CLEARLY): Louis E. Caldwell, Area Manager, Appraisal Services   ***** THIS IS THE END OF RFQ TAX10003 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

STATE OF WEST VIRGINIA  
Purchasing Division

## PURCHASING AFFIDAVIT

### VENDOR OWING A DEBT TO THE STATE:

*West Virginia Code* §5A-3-10a provides that: 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.

### PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor must make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

### ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

### 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:

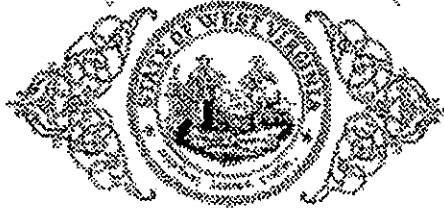
The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

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

Vendor's Name: Tyler Technologies, Inc., CLT

Authorized Signature:  Date: October 5, 2009

# State of West Virginia



## Certificate

*I, Betty Ireland, Secretary of State of the  
State of West Virginia, hereby certify that*

**TYLER TECHNOLOGIES, INC.**

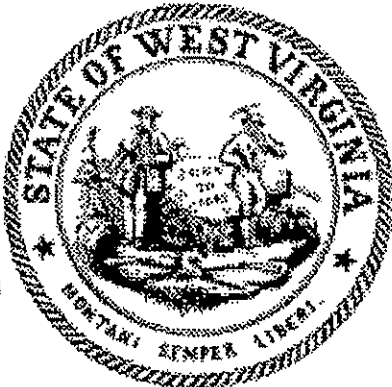
a corporation formed under the laws of Delaware

filed an application to be registered as a foreign corporation authorizing it to transact business in West Virginia. The application was found to conform to law and a "Certificate of Authority" was issued by the West Virginia Secretary of State on March 1, 2005.

I further certify that the corporation has not been revoked by the State of West Virginia nor has a Certificate of Withdrawal been issued to the corporation by the West Virginia Secretary of State.

Accordingly, I hereby issue this

## CERTIFICATE OF AUTHORIZATION



*Given under my hand and the  
Great Seal of the State of  
West Virginia on this day of  
February 7, 2008*

*Betty Ireland*

Secretary of State





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  
**TAX10003**

PAGE  
**1**

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

VENDOR

\*223145849      800-800-2581  
 TYLER TECHNOLOGIES INC CLT  
 3199 KLEPINGER ROAD  
 DAYTON OH 45406

SHIP TO

DEPARTMENT OF TAX AND REVENUE  
 OPERATIONS DIVISION  
 BUILDING 1, ROOM W417  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0845      304-558-0761

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
09/17/2009				

BID OPENING DATE: **10/06/2009**      BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 -----						
THIS ADDENDUM IS ISSUED TO ADDRESS THE QUESTIONS AND CONCERNS RAISED DURING THE MANDATORY PRE-BID CONFERENCE OF 09/09/2009 AND PRIOR TO THE QUESTION SUBMISSION DEADLINE OF 09/11/2009						
ATTACHMENTS: QUESTIONS AND RESPONSES PRE-BID SIGN IN SHEET						
0001	1	LS		946-15		
APPRAISAL SERVICES, REAL ESTATE						
EXHIBIT 10						
REQUISITION NO.: TAX10003						
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 .September 21, 2009						
NO. 2 .....						
NO. 3 .....						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	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  
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**Request for  
 Quotation**

RFQ NUMBER
TAX10003

PAGE
2

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

VENDOR

\*223145849      800-800-2581  
 TYLER TECHNOLOGIES INC CLT  
 3199 KLEPINGER ROAD  
 DAYTON OH 45406

SHIP TO

DEPARTMENT OF TAX AND REVENUE  
 OPERATIONS DIVISION  
 BUILDING 1, ROOM W417  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0845      304-558-0761

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/17/2009				

BID OPENING DATE: 10/06/2009      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: center;"><i>Tim E. Caldwell</i>            SIGNATURE</p> <p style="text-align: center;">Tyler Technologies, Inc., CLT            COMPANY</p> <p style="text-align: center;">October 5, 2009            DATE</p>						
REV. 11/96						
----- END OF ADDENDUM NO. 1 -----						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE	TELEPHONE	DATE
TITLE	FERN	ADDRESS CHANGES TO BE NOTED ABOVE

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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  
**TAX10003**

PAGE  
**3**

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

**\*223145849 800-800-2581**  
**TYLER TECHNOLOGIES INC CLT**  
**3199 KLEPINGER ROAD**  
**DAYTON OH 45406**

**DEPARTMENT OF TAX AND REVENUE**  
**OPERATIONS DIVISION**  
**BUILDING 1, ROOM W417**  
**1900 KANAWHA BOULEVARD, EAST**  
**CHARLESTON, WV**  
**25305-0845 304-558-0761**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/17/2009				

BID OPENING DATE: **10/06/2009** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ TAX10003 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	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 Revenue  
State Tax Department

Joe Manchin  
Governor

Christopher G. Morris  
State Tax Commissioner

EMPLOYEE ACKNOWLEDGEMENT  
CONFIDENTIAL TAX INFORMATION

NAME Tyler Technologies, Inc., CLT  
DIVISION Louis E. Caldwell, Area Manager  
Reviewed and Explained by: \_\_\_\_\_

I understand that information concerning any taxpayer that may come to my knowledge while an employee of the WV Department of Revenue is to be held in strictest confidence.

I understand that no information or particular set forth on any return, declaration, application, audit, investigation, or report filed by or for the taxpayer or concerning a taxpayer will be disclosed by me to any person except as provided by law.

I understand that under State law any unauthorized disclosure of confidential information is punishable by imprisonment for a period up to one year and/or a fine up to \$1,000, together with the cost of prosecution.

I understand that the unauthorized disclosure of any information from a Federal tax return or record received from the Internal Revenue Service is a felony offense punishable by imprisonment for a period up to five years and/or a fine up to \$5,000

I understand that any unauthorized disclosure of the information described in this statement will result in my immediate dismissal from employment with the WV Department of Revenue.

EMPLOYEE  
SIGNATURE  
State of West Virginia  
County of Kanawha

Louis E. Caldwell DATE

October 5, 2009

Taken, subscribed, acknowledged, and sworn before me this 5th day of October, 2009

KAREN A. HAMLETT, Notary Public

-In and for the State of Ohio

My Commission Expires Feb. 25, 2012

My commission expires \_\_\_\_\_

Karen A. Hamlett  
Notary Public

**State of West Virginia**

**Real Estate Appraiser Licensing & Certification Board**

*This is to certify that*

**WILLIAM R TATTERSON**

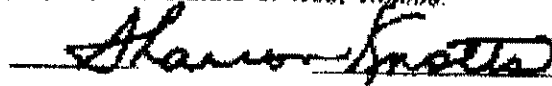
**P. O. BOX 496**

**PT PLEASANT WV 25550-**

**CERTIFIED GENERAL CG082**

**Expiration Date 09/30/2010**

*has met the requirements of the law, and is authorized to appraise real estate and real property in the State of West Virginia.*



Executive Director

---

Tatterson Appraisal Service

**WILLIAM R. TATTERSON**  
CERTIFIED GENERAL APPRAISER  
WV 062 - CH 000410718

Telephone (304) 675-6682  
Fax (304) 675-6682  
tattersonappraisal@charter.net

221 6th Street  
P.O. Box 496  
Prine Pleasant, WV 25550