

### Real Estate Appraisers and Consultants

October 5, 2009

Ms. Shelly Murray
Department of tax and Revenue Operations Division
Building 1, Room W417
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0845

Re: RFQ. NO.: TAX1003

Dear Ms. Murray:

We are pleased to provide bids for the Counties of Greenbrier, Monroe, Nicholas, Pendleton, Pocahontas, Randolph and Webster pursuant to the contract RFQ. NO.: TAX10003.

Blue Ridge Mass Appraisal Co. LLC has been in the mass appraisal business throughout Virginia since 1978. The Company is located in Staunton, Virginia. Since 2005, the Company has also performed mass appraisal assignments in four smaller localities in Delaware.

I am a Certified Licensed Appraiser in the Commonwealth of Virginia and State of Delaware. I am pursuing the same for the State of West Virginia. The Company is negotiating association with an appropriately licensed appraiser in West Virginia to assist with the work assigned upon successful awarding of counties to the Company.

Blue Ridge Mass Appraisal Co. is looking forward to working with the State of West Virginia and we are available to discuss the proposals with you at your earliest convenience.

RECEIVED

2009 OCT -5 PH 4: 05

W PURCHASING DIVISION

Sincerely,

David R. Hickey

President

Blue Ridge Mass Appraisal Co. LLC

104 Industry Way, P.O. Box 2523 • Staunton, VA 24402-2523 • (540) 248-7100 • (800) 480-8810

							Section 1	<del></del>
Address of the second s	Final	Report	Price per County	\$ 5,000				\$ 5,000
	Work	Plan	Price per County	\$ 5,000				\$ 5,000
		nt/Sales Study	Price per County	<u>\$16,000</u>				\$16,000
		Assessment/Sales Ratio Study	Sales to be reviewed	748	Aug.			748
	ection	of erties	Total		\$ 38,025	\$ 6,800	\$500	\$45,325
ľÝ	Review of Data Collection	And Comparison of Sold v. Unsold Properties	Price per Parcel		\$75 /Pcl \$38,025	\$200 /PcI	\$500 /Pcl	\$ 83.63
ACTIVITY	Review 0	And C Sold v. U	Parcels to be reviewed		507	34	<b>,</b>	542
***************************************		borhood 88	Total	\$ 12,500		14		\$12,500
	The state of the s	Review of Neighbo Boundaries	Price per Neighbor- hood	\$ 2,500 /Neighbor- hood				\$ 2,500
		Reviev	Neighbor- hoods to be reviewed	\$				\$
		of Land tion*	Price per County	\$17,500				\$17,500
		Review of Land Valuation*	Parcels to be reviewed		25,354	1,691	43	27,088
		County	Greenbrier		Residential	Commercial	Industrial	Activity Totals

Grand Total \$ 101,325

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 \* 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 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.

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						Review o	Review of Data Collection	etion			Work	Final
County	Review of Land Valuation*	view of Land Valuation*	Review	Review of Neighborhood Boundaries	rhood	And Sold v. I	And Comparison of Sold v. Unsold Properties	of rties	Assessment/Sales Ratio Study	ent/Sales Study	Plan	Report
Monroe	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$ 7,000	ю	\$2,500 /Neighbor- hood	\$ 7,500			e de la companya de	334	s 7,500	\$ 5,000	\$ 5,000
Residential	10,283					206	\$ 75 /Pcl	\$15,450				
Commercial	269					9	\$ 200 /Pcl	\$ 1,200				
Industrial	6					yund	\$ 500 /Pcl	\$ 500				
Activity Totals	10,561	\$ 7,000	n	\$ 2,500	\$ 7,500	213	\$ 80.52	\$ 17,150	334	\$ 7,500	\$ 5,000	\$ 5,000

Grand Total \$ 49,150

The state of the s						ACTIVITY	Ţ.Ţ					
V						Review of	Review of Data Collection	ction			Work	Final
County	Review	Review of Land	Review	Review of Neighbor	borhood	And (	And Comparison of	of	Assessment/Sales	nt/Sales	Plan	Report
	Valus	Valuation*		Boundaries		Sold v. l	Sold v. Unsold Properties	ırties	Ratio Study	Study		
	Parcels	Price per	Neighbor-	Price per	Total	Parcels to	Price per	Total	Sales to	Price	Price	Price per
Nicholas	reviewed	Commo	pe pe	pood					reviewed	County	County	
			reviewed				- Andrews	!				
And the second s		\$ 15,500	, c	\$ 2,500 /Neighbor-	\$7,500				430	\$9,500	\$ 5,000	\$ 5,000
				poou								
Residential	20,948					419	\$ 75 /Pcl \$31,425	\$ 31,425				
Commercial	956					19	\$ 200 /Pcl \$ 3,800	\$ 3,800				
Industrial	89					2	\$ 500 /PcI	\$ 1,000				
Activity Totals	21,972	\$ 15,500	· m	\$ 2,500	\$ 7,500	440	\$ 82.33	\$ 36,225	430	\$ 9,500	\$ 5,000	\$ 5,000
CV-		1					, minimum					

Grand Total \$ 78,725

						ACTIVITY	II.	WHITE THE PARTY OF				
County	Review Valus	Review of Land Valuation*	Review	Review of Neighborhood Boundaries	rhood	Review of And of Sold v. I	Review of Data Collection And Comparison of Sold v. Unsold Properties	sction of arties	Assessment/Sales Ratio Study	nt/Sales Study	Work Plan	Final Report
Pendleton	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$ 5,000	2	\$ 2,500 / Neighbor- hood	\$ 5,000				196	\$ 4,500	\$ 5,000	\$ 5,000
Residential	7,072					142	\$ 75 /Pcl \$ 10,650	\$ 10,650				
Commercial	237					5	\$ 200 /Pcl	\$ 1,000				
Industrial	5					-	\$ 500 /Pcl \$ 500	\$ 500				
Activity Totals	7,314	\$ 5,000	2	\$ 2,500	\$ 5,000	148	\$ 82.09	\$ 12,150	196	\$ 4,500	\$ 5,000	\$ 5,000

Grand Total \$ 36,650

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 \* 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 period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

						ACTIVITY	ITY	- Landing and the second and the sec			W-1	
County	Review of Land Valuation*	of Land tion*	Review	Review of Neighborhood Boundaries	rhood	Review of And Sold v. 1	Review of Data Collection And Comparison of Sold v. Unsold Properties	ction of erties	Assessment/Sales Ratio Study	nt/Sales Study	Work Plan	Final Report
Pocahontas	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$8,000		\$ 2,500 /Neighbor- hood	\$2,500	3.3			371	\$8,000	\$5,000	\$ 5,000
Residential	12,139	4				243	\$ 75 /Pcl	\$18,225				
Commercial	399					8	\$ 200 /Pcl \$ 1,600	\$ 1,600				
Industrial	7		di di	13			\$ 500 /Pc1	\$ 500				
Activity Totals	12,545	\$ 8,000	hood	\$ 2,500	\$ 2,500	252	\$ 80.65	\$ 20,325	371	\$ 8,000	\$ 5,000 \$ 5,000	\$ 5,000

Grand Total \$ 48,825

					Address in the control of the contro	ACTIVITY	TX	V	William Carlo		, , , , , , , , , , , , , , , , , , ,	
County	Review of Land Valuation*	eview of Land Valuation*	Revien	Review of Neighborhood Boundaries	rhood	Review And Sold v. 1	Review of Data Collection And Comparison of Sold v. Unsold Properties	ection of rrties	Assessment/Sales Ratio Study	int/Sales	Work Plan	Final Report
Randolph	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$15,500	4	\$ 2,500 /Neighbor- hood	\$10,000				538	\$11,500	\$ 5,000	\$ 5,000
Residential	20,003					400	\$ 75 /Pcl	\$ 30,000				
Commercial	1,115					22	\$ 200 /Pcl	\$ 4,400				
Industrial	72					2	\$ 500 /Pcl \$ 1,000	\$ 1,000				
Activity Totals	21,190	\$ 15,500	4.	\$ 2,500	\$ 10,000	424	\$ 83.49	\$ 35,400	538	\$ 11,500	\$ 5,000	\$5,000

Grand Total \$82,400

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 \* 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 period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

				ALANA PRINCIPAL DE LA CONTRACTOR DE LA C	Wednesday Promoderator and management of the state of the	ACTIVITY	X.L.		***************************************		***************************************	
						Review (	Review of Data Collection	ction			Work	Final
County	Review of Land	of Land	Review	Review of Neighborhood	rhood	And Sold v	And Comparison of Sold v. Hasold Properties	of retion	Assessment/Sales	nt/Sales	Plan	Report
Webster	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor-	Total	Parcels to	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$ 7,000	paint	\$ 2,500 /Neighbor- hood	\$ 2,500	1.55 1.55 1.55 1.55 1.55 1.55 1.55 1.55			149	\$3,500	\$5,000	\$ 5,000
Residential	696'6					200	\$ 75 /Pcl	\$15,000				
Commercial	363						\$ 200 /PcI	\$ 1,400				
Industrial	16					,	\$ 500 /PcI	\$ 500				
Activity Totals	10,348	\$ 7,000		\$ 2,500	\$ 2,500	208	\$ 81.25	\$ 16,900	149	\$3,500	\$ 5,000	\$ 5,000

Grand Total \$ 39,900

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 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 \* The Tax Department does not anticipate that each individual pargel in the county will be reviewed; rather, this will involve a review of the accuracy 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 Revenue State Tax Department

Joe Manchin Governor Christopher G. Morris State Tax Commissioner

## EMPLOYEE ACKNOWLEDGEMENT CONFIDENTIAL TAX INFORMATION

NAME .	David R. Hickey
DIVISION Reviewed and Explained by:	Blue Ridge Mass Appraisal Co. LLC
l understand knowledge while a strictest confidence	that information concerning any taxpayer that may come to my n employee of the WV Department of Revenue is to be held in
t	that no information or particular set forth on any return, tion, audit, investigation, or report filed by or for the taxpayer or yer will be disclosed by me to any person except as provided by
confidential information year and/or a fine	d that under State law any unauthorized disclosure of nation is punishable by imprisonment for a period up to one up to \$1,000, together with the cost of prosecution.
voture or record tecs	that the unauthorized disclosure of any information from a Federal tax lived from the Internal Revenue Service is a felony offense punishable by eriod up to five years and/or a fine up to \$5,000
i understand statement will result Revenue.	that any unauthorized disclosure of the information described in this in my immediate dismissal from employment with the WV Department of
EMPLOYEE SIGNATURE State of West Virgini	Delle DATE October 5, 2009
County of Kanawha Taken, subst	cribed, acknowledged, and sworn before me thisday of
My commissi	on expires 31 December 2011.  Soul A. Corlin  Notary Public

## State of West Virginia

## **VENDOR PREFERENCE CERTIFICATE**

Certification and application\* is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. <u>N/A</u>	Application is made for 2.5% resident vendo Bidder is an individual resident vendor and has re	r preference fo sided continuous	or the reason checked: isly in West Virginia for four (4) years immediately preced:
<u>N/A</u>	business continuously in West Virginia for four (4 ownership interest of Bidder is held by another in maintained its headquarters or principal place of preceding the date of this certification; or, Bidder is a nonresident vendor which has an affilia	I) years immedia dividual, partners of business conti ate or subsidiary v incipal place of b	r and has maintained its headquarters or principal place of ately preceding the date of this certification; or 80% of the ship, association or corporation resident vendor who has tinuously in West Virginia for four (4) years immediately which employs a minimum of one hundred state residents business within West Virginia continuously for the four (4)
2. <u>N/A</u>	Application is made for 2.5% resident vendo Bidder is a resident vendor who certifies that, do	r preference for uring the life of the Vest Virginia who	or the reason checked: the contract, on average at least 75% of the employees to have resided in the state continuously for the two years
3. <u>N/A</u>	affiliate or subsidiary which maintains its headque minimum of one hundred state residents who ce	imum of one hur uarters or princip rtifies that, during employees are n	ndred state residents or is a nonresident vendor with an ipal place of business within West Virginia employing a ng the life of the contract, on average at least 75% of the residents of West Virginia who have resided in the state
4. <u>N/A</u>	Application is made for 5% resident vendor published by Bidder meets either the requirement of both subd	oreference for t	the reason checked: (2) or subdivision (1) and (3) as stated above; or,
5. <u>N/A</u>	Application is made for 3.5% resident vendor Bidder is an individual resident vendor who is a vet and has resided in West Virginia continuously submitted; or,	eran of the United	ho is a veteran for the reason checked: ad States armed forces, the reserves or the National Guard ars immediately preceding the date on which the bid is
6. <u>N/A</u>	purposes of producing or distributing the commod	e United States lities or completir on average at lea	armed forces, the reserves or the National Guard, if, for ing the project which is the subject of the vendor's bid and east seventy-five percent of the vendor's employees are
requirer against	nents for such preference, the Secretary may orde	er the Director of bid amount and	r receiving preference has failed to continue to meet the f Purchasing to: (a) reject the bid; or (b) assess a penalty d that such penalty will be paid to the contracting agency
the requ	es the Department of Revenue to disclose to the Di	rector of Purchas	ly requested information to the Purchasing Division and sing appropriate information verifying that Bidder has paid tain the amounts of taxes paid nor any other information
and acc	penalty of law for false swearing (West Virginia curate in all respects; and that if a contract is a during the term of the contract, Bidder will	issued to Bidd	<ol> <li>Bidder hereby certifies that this certificate is true der and if anything contained within this certificate chasing Division in writing immediately.</li> </ol>
	Blue Ridge Mass Appraisal Co. LLC	Signed:	Olf Hely
Date: (	October 5, 2009	Titie: Presid	dent

<sup>\*</sup>Check any combination of preference consideration(s) Indicated above, which you are entitled to receive.



### Real Estate Appraisers and Consultants

October 5, 2009

Ms. Shelly Murray
Department of tax and Revenue Operations Division
Building 1, Room W417
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0845

Re: RFQ. NO.: TAX1003

Dear Ms. Murray:

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Blue Ridge Mass Appraisal Co. is looking forward to working with the State of West Virginia and we are available to discuss the proposals with you at your earliest convenience.

Sincerely,

David R. Hickey

President

Blue Ridge Mass Appraisal Co. LLC

		····	1		2000	Account to the second	
	Final Report	Price per County	\$ 5,000				\$ 5,000
	Work Plan	Price per County	\$ 5,000				\$ 5,000
	Assessment/Sales	Price per County	\$16,000				\$16,000
	Assessme	Sales to be reviewed	748				748
-	ection of	Total		\$ 38,025	\$ 6,800	\$500	\$45,325
λLI	Review of Data Collection And Comparison of Sold v. Ilnsold Pronerties	Price per Parcel		\$75 /Pcl	\$ 200 /Pci	\$500 /Pcl	\$ 83.63
ACTIVITY	Review of And Cold v. 1	Parcels to		507	34		542
	orhood	Total	\$ 12,500				\$12,500
	Review of Neighbor Roundaries	Price per Neighbor- hood	\$ 2,500 /Neighbor- hood				\$ 2,500
	Reviev	Neighbor- hoods to be reviewed	<b>.</b> 5				. 5
	of Land fion*	Price per County	\$ <u>17,500</u>				\$17,500
	Review of Land	Parcels to be reviewed		25,354	1,691	43	27,088
	County	Greenbrier		Residential	Commercial	Industrial	Activity Totals

Grand Total \$ 101,325

\* 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.

			***************************************	VILLE	AND THE PROPERTY OF THE PROPER	ACTIVITY	XI.				AMAN AMAN AND AND AND AND AND AND AND AND AND A	
			**************************************	THE PARTY OF THE P		Review (	Review of Data Collection	ction	, the state of the		Work	Final
County	Review Valua	Review of Land Valuation*	Review	Review of Neighbor Boundaries	orhood	And (	And Comparison of Sold v. Unsold Properties	of rties	Assessment/Sales Ratio Study	nt/Sales Study	Plan	Report
Monroe	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
The Marie of the State of the S		\$ 7,000	3	\$2,500 /Neighbor- hood	\$ 7,500				334	s 7,500	s 5,000	\$ 5,000
Residential	10,283					206	\$ 75 /Pcl	\$15,450				
Commercial	269					9	\$ 200 /PcI	\$ 1,200				
Industrial	6					·	\$ 500 /Pcl	\$ 500				
Activity Totals	10,561	\$ 7,000	3	\$ 2,500	\$ 7,500	213	\$ 80.52	\$ 17,150	334	\$ 7,500	\$ 5,000	\$ 5,000

Grand Total \$ 49,150

	***************************************					ACTIVITY	LLX			V		
						Review (	Review of Data Collection	ction			Work	Final
County	Review Value	Review of Land Valuation*	Review	Review of Neighbor Boundaries	oorhood !s	And Sold v. 1	And Comparison of Sold v. Unsold Properties	of rrties	Assessment/Sales Ratio Study	nt/Sales Study	Plan	Report
Nicholas	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$ 15,500	ю	\$ 2,500 /Neighbor- hood	\$7,500				430 .	\$ 9,500	\$ 5,000	\$ 5,000
Residential	20,948					419	\$ 75 /Pcl	\$31,425				
Commercial	956					19	\$ 200 /Pc1	\$ 3,800				Z C
Industrial	89					7	\$ 500 /Pcl	\$ 1,000				
Activity Totals	21,972	\$ 15,500		\$ 2,500	\$ 7,500	440	\$ 82.33	\$ 36,225	430	\$ 9,500	\$ 5,000	\$ 5,000

Grand Total \$ 78,725

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 \* 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 period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

_	<del></del>			- Reserve			
	Final Report	Price per County	\$ 5,000				\$ 5,000
	Work Plan	Price per County	\$ 5,000				\$ 5,000
	Assessment/Sales Ratio Study	Price per County	\$ 4,500				\$ 4,500
	Assessm	Sales to be reviewed	196				196
	ection of erties	Total		\$ 10,650	\$ 1,000	\$ 500	\$ 12,150
TY	Review of Data Collection And Comparison of Sold v. Unsold Properties	Price per Parcel		\$ 75 /Pcl	\$ 200 /PcI	\$ 500 /Pcl	\$ 82.09
ACTIVITY		Parcels to be reviewed		142	5		148
	borhood es	Total	\$ 5,000				\$ 5,000
	Review of Land Review of Neighbor Valuation* Boundaries	Price per Neighbor- hood	\$2,500 / Neighbor- hood				\$ 2,500
		Neighbor- hoods to be reviewed	2				2
		Price per County	\$ 5,000				\$ 5,000
	Review Valu:	Parcels to be reviewed		7,072	237	5	7,314
	County	Pendleton	970	Residential	Commercial	Industrial	Activity Totals

Grand Total \$ 36,650

	- E	J b b			(2)		
ACTIVITY	Final Report	Price per County	\$ 5,000				\$ 5,000
	Work. Plan	Price per County	\$5,000				\$ 5,000 ·\$ 5,000
	nt/Sales	Price per County	\$8,000				\$ 8,000
	Assessment/Sales Ratio Study	Sales to be reviewed	371				371
	ection 1 of erties	Total		\$18,225	\$ 1,600	\$ 500	\$ 20,325
	Review of Data Collection And Comparison of Sold v. Unsold Properties	Price per Parcel		\$ 75 /Pcl	\$ 200 /Pcl	\$ 500 /Pc1	\$ 80.65
		Parcels to be reviewed		243	<b>*</b>	1	252
	rhood	Total	\$2,500				\$ 2,500
	Review of Neighborhood Boundaries	Price per Neighbor- hood	\$ 2,500 /Neighbor- hood				\$ 2,500
		Neighbor- hoods to be reviewed	——————————————————————————————————————				\$d
		Price per County	\$8.000				\$ 8,000
	Review of Land Valuation*	Parcels to be reviewed		12,139	399		12,545
	County	Pocahontas		Residential	Commercial	Industrial	Activity Totals

Grand Total \$ 48,825

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 \* 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 period, the Contractor(s) may use sales which occurred over the previous twenty-four month period prior to the July 1 assessment date.

1						ACTIVITY	TY		***************************************	***************************************		
×	eview of Lar Valuation*	Review of Land Valuation*	Review	Review of Neighbor Boundaries	orhood s	Review ( And ( Sold v. I	Review of Data Collection And Comparison of Sold v. Unsold Properties	ction of rrties	Assessment/Sales Ratio Study	nt/Sales Study	Work Plan	Final Report
g, t F	Parcels to be reviewed	Price per County	Neighbor- hoods to be reviewed	Price per Neighbor- hood	Total	Parcels to be reviewed	Price per Parcel	Total	Sales to be reviewed	Price per County	Price per County	Price per County
		\$15,500	4	\$ 2,500 /Neighbor- hood	\$10,000				538	\$11,500	\$ 5,000	\$ 5,000
7	20,003					400	\$ 75 /Pcl	\$ 30,000				
	1,115					22	\$ 200 /Pcl \$ 4,400	\$ 4,400				
ĺ	72					2	\$ 500 /Pcl   \$ 1,000	\$ 1,000				
7	21,190	\$ 15,500	4.	\$ 2,500	\$ 10,000	424	\$ 83.49	\$ 35,400	538	\$ 11,500	\$ 5,000	\$ 5,000

Grand Total \$82,400

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	Final Report	Price per County	\$ 5,000				\$ 5,000
	Work Plan	Price per County	\$5,000				\$ 5,000
	Assessment/Sales Ratio Study	Price per County	\$3,500				\$ 3,500
	Assessme Ratio	Sales to be reviewed	149			n de	149
	ection of erties	Total		\$15,000	\$ 1,400	\$ 500	\$ 16,900
TY	Review of Data Collection And Comparison of Sold v. Unsold Pronerties	Price per Parcel		\$ 75 /Pcl	\$ 200 /Pcl   \$ 1,400	\$ 500 /Pcl	\$ 81.25
ACTIVITY	Review o And ( Sold v. I	Parcels to be reviewed		200	7		208
	rhood	Total	\$ 2,500				\$ 2,500
	Review of Neighborhood Boundaries	Price per Neighbor- hood	\$ 2,500 /Neighbor- hood				\$ 2,500
	Revier	Neighbor- hoods to be reviewed	- Walland				prof
	Review of Land Valuation*	Price per County	\$7,000				\$ 7,000
	Review Valus	Parcels to be reviewed		6,969	363	16	10,348
	County	Webster		Residential	Commercial	Industrial	Activity Totals

Grand Total \$ 39,900



## 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	David R. Hickey
DIVISION Reviewed and Explained by:	Blue Ridge Mass Appraisal Co, LLC
I understand knowledge while as strictest confidence	that information concerning any taxpayer that may come to my n employee of the WV Department of Revenue is to be held in
declaration applicat	that no information or particular set forth on any return, tion, audit, investigation, or report filed by or for the taxpayer or ver will be disclosed by me to any person except as provided by
confidential inform	I that under State law any unauthorized disclosure of nation is punishable by imprisonment for a period up to one up to \$1,000, together with the cost of prosecution.
return or record recel	that the unauthorized disclosure of any information from a Federal tax ived from the internal Revenue Service is a felony offense punishable by priod up to five years and/or a fine up to \$5,000
l understand statement will result Revenue.	that any unauthorized disclosure of the information described in this in my immediate dismissal from employment with the WV Department of
October	October 5, 2009  Hibed, acknowledged, and sworn before me this 5th day of context 2011  The Robert 2011  Notary Public

## State of West Virginia

## **VENDOR PREFERENCE CERTIFICATE**

Certification and application\* is hereby made for Preference in accordance with West Virginia Code, §5A-3-37. (Does not apply to

prefere accord	uction contracts). West Virginia Code, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) ence for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in lance with the West Virginia Code. This certificate for application is to be used to request such preference. The Purchasing in will make the determination of the Resident Vendor Preference, if applicable.
1. <u>N/A</u> <u>N/A</u>	Application is made for 2.5% resident vendor preference for the reason checked:  Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  Bidder is a partnership, association or corporation resident vendor and 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 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
N/A	preceding the date of this certification; or, Bidder is a 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; or,
2. <u>N/A</u>	Application is made for 2.5% resident vendor preference for the reason checked: 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; or,
3. <u>N/A</u>	Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary 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 Bidder's 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; or,
4. <u>N/A</u>	Application is made for 5% resident vendor preference for the reason checked:  Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. N/A	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. N/A	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of 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) reject the bid; 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.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of 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.

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 Purchasing Division in writing immediately.

Bidder: Blue Ridge Mass Appraisal Co. LLC	Signed: Collection
Date: October 5, 2009	Title: President
*Check any combination of preference consideration(s) indicated a	shove which you are entitled to receive

## 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: Blue Ridge Mass App	oraisal Co. LLC		
Authorized Signature:	Lolu	Date: October 5, 2009	
Purchasing Affidavit (Revised 01/01/09)			

## STATE OF WEST VIRGINIA Purchasing Division

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