

# AGREEMENT – 2023 COMMERCIAL VALUATION SERVICES

This Agreement is made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between Franklin County, Kansas, a municipal subdivision, hereinafter referred to as “County”, and Eugene Bryan, Jr., hereinafter referred to as “Contractor”.

**WITNESSETH: THAT WHEREAS**, County is desirous of obtaining the services of an independent contractor to provide assistance to the Franklin County Appraiser’s Office, upon request, to perform “Commercial Valuation Services” (hereinafter referred to as the” Project”) for the 2023 tax year; and

**WHEREAS**, Contractor is in the business of providing such appraisal services to municipalities and can provide professional services and experience to complete this “Project”.

**NOW, THEREFORE**, IT IS AGREED by and between the parties, as follows:

## 1. SERVICES TO BE PROVIDED

- 1.1 Contractor shall assist County in the review and revisions, as necessary, to the tax year 2023 cost analysis, income analysis and market analysis for commercial parcels and shall make necessary valuation model parameter changes to the county’s CAMA application.
- 1.2 Contractor shall perform a final review to establish the 2023 valuation of commercial parcels in accordance with State guidelines. A maximum of forty (40) informal appeals, using 3.00 hours per appeal, are inclusive. Details in **Attachment B**.
- 1.3 Contractor agrees to provide services and/or materials under this Agreement (hereinafter referred to collectively as “Services”) pursuant to the provisions and specifications as described further in **Attachment A**, Scope of Work.
- 1.4 County agrees that it is solely responsible for any approval or waiver that might be required from the Kansas Division of Property Valuation for the acceptance of Contractor’s methods and procedures.

## 2. CHANGES IN SCOPE OF SERVICES

- 2.1. County may at any time, by written order, make changes to Contractor’s obligations or method of performance within the general scope of this Agreement. If any change causes an increase or decrease in any part of the work under this Agreement, Contractor shall make an equitable adjustment in the “fixed price amount,” the fee rate structure, the performance schedule, or other affected terms, as appropriate, and shall modify this AGREEMENT accordingly.
- 2.2. Contractor must assert its right to an adjustment under this clause within ten (10) days from the date of receipt of the written order. Contractor’s non-response to

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County's written order shall be deemed as accepted by Contractor, without change in compensation.

- 2.3. Contractor agrees to meet regularly with County Appraisal Office personnel and update them on status of Project with timely progress reports towards meeting any deadlines agreed to and contained on the Phase Delineation Calendar (hereinafter referred to as "Calendar") that the County and the Contractor shall prepare.
- 2.4. The Calendar is subject to change as necessary to account for unforeseen circumstances or changes not anticipated by the County or Contractor. However, any and all dates in the Calendar that are 'statutory dates' shall be adhered to by Contractor.
- 2.5. Contractor may present said updates in written or verbal form, except that any proposed changes in the scope of services or fee, which must be in written form.

## 3. PAYMENT TO CONTRACTOR

- 3.1. County agrees to compensate Contractor at the rates specified for Services, satisfactorily performed, in accordance with **Attachment B** (Fee Schedule).
- 3.2. The fee for this contract will not exceed \$42,000. Fees for informal appeals, above the 'appeal limit' included in the above contract fee and as described in **Attachment B**, and all formal hearings shall be paid according to **Attachment B** (Fee Schedule). Contractor shall not be paid mileage by County except where Contractor is asked to perform annual maintenance services by County or informal/formal appeal services as outlined in **Attachment B**. Mileage, if to be paid, shall be at the standard rate as adopted by Franklin County, Kansas, by resolution.
- 3.3. Contractor shall submit vouchers to County for payment. Said vouchers shall be approved by the appropriate Department Head prior to submission for payment. County agrees to process payment promptly in accordance with **Attachment B**.

## 4. WARRANTY

- 4.1. Contractor warrants that the Services provided under this Agreement will meet the specifications described in **Attachment A**.

## 5. TERM

- 5.1. The term of this Agreement shall commence effective as of the signing of the Agreement and shall terminate on June 1, 2023, or so long as there remain any outstanding appeals which Contractor is required to defend or has been retained to participate in.

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## 6. TERMINATION OF AGREEMENT

6.1. Either party upon twenty-four (24) hours written notice to the other party may terminate this Agreement, without cause. This termination notice period shall be beginning upon receipt of the notice of termination. Upon receipt of such notice from the County, Contractor shall immediately cease all Services. County shall meet with Contractor in order to complete any unfinished appraisals or reports. Upon termination of this Agreement and completion of any outstanding work, Contractor shall provide to County digital copies of all documents completed or partially completed at the date of termination. Contractor shall also ensure that all County digital files are updated to the termination date. Such a termination does not bar either party from pursuing a claim for damages for breach of this Agreement.

6.1.1. In the event of termination, Contractor shall be compensated for all work completed prior to the effective date of termination and for any additional Services requested by County after the termination notice. Contractor shall be compensated at the rate previously agreed upon by the parties to this Agreement. Compensation shall not include any anticipatory profits or consequential damages by Contractor on Services not completed.

6.1.2. Termination under this section shall not be considered a breach or termination without cause.

6.2. This Agreement may be terminated, for cause, by the non-breaching party notifying the breaching party of a substantial failure to perform in accordance with the provisions of this Agreement and if the failure is not corrected within ten (10) days of the receipt of the notification. Upon such termination, the parties shall be entitled to such additional rights and remedies as relevant law allows.

6.3. Contractor shall not be responsible for errors or omissions in documents which are incomplete as the result of any early termination pursuant to this section.

## 7. INDEPENDENT CONTRACTOR

7.1. Contractor shall at all times be and remain an independent contractor and shall never be deemed employed by nor under the control of County, nor entitled to any county benefits provided actual employees of County.

7.2. County and Contractor agree that Contractor is an independent contractor and shall not represent itself as an agent or employee of County for any purpose in the performance of Contractor 's duties under this Agreement. Accordingly, Contractor shall be responsible for payment of federal, state and local taxes as well as business license fees arising out of Contractor activities in accordance with this Agreement. For purposes of this Agreement taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.

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7.3. Contractor, as an independent contractor, shall perform said Services in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.

## **8. INDEMNIFICATION**

8.1. To the fullest extent permitted by laws and regulations, the Contractor shall indemnify and hold harmless the County and their officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) arising out of or resulting from the performance of this Agreement or the actions of the Contractor or its officials, employees, or subcontractors under this Agreement or under agreements entered into by the Contractor in connection with this Agreement. This indemnification shall survive the termination of this agreement.

## **9. INSURANCE**

9.1. Contractor agrees to either carry Worker' Compensation insurance, in an amount required by the County (\$100,000), or carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents during the performance of service as defined in section 5 titled TERM.

9.2. Contractor also agrees to maintain, at its expense, both general liability insurance coverage in the amount of \$1,000,000 and professional liability insurance, also known as E&O (Errors and Omissions) insurance, in the amount of \$1,000,000. Coverage amounts shown above were confirmed by the County.

## **10. HEALTH AND SAFETY**

10.1. Contractor shall exercise care while implementing the Services required under this Agreement to ensure that safety precautions and Franklin County protocols are followed.

## **11. NON-DISCRIMINATION IN EMPLOYMENT**

11.1. Contractor shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, national origin, or disability. Contractor shall take affirmative action to ensure that applicants and employees are treated fairly and legally during employment with regard to their age, sex, race, creed, national origin, or disability. In the event Contractor is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this

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Agreement may be canceled, terminated or suspended in whole or in part by County, and Contractor may be declared ineligible for further County Agreements.

## **12. CONFIDENTIAL AND PROPRIETARY INFORMATION**

- 12.1. County and Contractor agree that information concerning the other party's business (including that of all corporate affiliates) is "confidential and proprietary information" and each party agrees that it will not permit the duplication or disclosure of any such confidential and proprietary information to any person (other than an employee of the other party who must have such information for the performance of its obligations hereunder), unless such publication, use or disclosure is specifically authorized by the other party in writing, required by court order or required pursuant to any other law. This provision shall survive the termination of this Agreement.
- 12.2. The term "confidential and proprietary information" is not meant to include any information, which is a "public record" as defined by law.

## **13. SUCCESSORS AND ASSIGNMENT**

- 13.1. Contractor shall not assign its interest in this Agreement without the written consent of County.

## **14. ACCESS TO RECORDS AFTER TERMINATION OF AGREEMENT**

- 14.1 Should Contractor need access to any files or data due to any action filed against Contractor pursuant to an alleged USPAP violation or due to any complaint filed with the KREAB (Kansas Real Estate Appraisal Board), the County shall make those records available to the Contractor upon request.

## **15. COUNTY NOT RESPONSIBLE FOR EXPENSES**

- 15.1. County shall not be liable to Contractor for any expenses paid or incurred by Contractor unless otherwise agreed to in writing.

## **16. OFFICE SPACE/EQUIPMENT/SUPPLIES**

- 16.1. County shall provide Contractor with adequate office space, computer access to county data/CAMA application and equipment and supplies, as shall be reasonably necessary for Contractor to perform the contracted Services.

## **17. OWNERSHIP RIGHTS**

- 17.1. County and Contractor agree that County's ownership rights extend only to the Services delivered to County under this Agreement and in no form extends to Contractors intellectual property or other proprietary data.

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## 18. NOTICES

18.1. All notices which may be required by this Agreement or any rule of law shall be effective when received by certified mail sent to the following addresses:

Contractor:  
Eugene Bryan, Jr.  
13545 Leavenworth Rd.  
Kansas City, KS 66109

County:  
Franklin County Appraiser's Office  
Attn. Jamie Wilson  
315 S. Main St  
Ottawa, KS 66067

## 19. GOVERNING LAW

19.1. This Agreement shall be governed by and in accordance with the laws of the State of Kansas with legal disputes settled in the venue of Franklin County, Kansas. This Agreement is not subject to arbitration.

## 20. COMPLIANCE WITH LAWS

20.1. Contractor represents that it complies with all Federal, State, and Local laws, regulations or orders, as amended or supplemented. The implementation of this Agreement will be carried out in strict compliance with all Federal, State, or Local laws regarding discrimination in employment.

20.2. Contractor is a sole proprietor operating as an independent contractor and is in good standing under the laws of the State of Kansas.

## 21. WAIVER

21.1. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provision hereof. No term or provision hereof shall be deemed waived, and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. A waiver shall not constitute a waiver of such in the future unless said waiver is also made for future occurrences in writing signed by the waiving party.

## 22. SEVERABILITY

22.1. The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Agreement shall not affect the validity of the remaining portion of this Agreement so long as the material purposes of this Agreement can be determined and effectuated. If any provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provisions is unenforceable, and this Agreement shall be deemed amended by modifying such provisions to the extent necessary to make it enforceable while preserving its intent.

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## 23. ENTIRE AGREEMENT

23.1. This Agreement shall constitute the entire understanding between County and Contractor, shall supersede all prior understandings and agreements relating to the subject matter hereof, and may be amended only by written mutual agreement of the parties.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their duly authorized representatives and made effective the day and year first above written.

County:

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Eugene Bryan, Jr.  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Sole Proprietor  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

5/31/2022  
\_\_\_\_\_  
Date

# AGREEMENT – 2023 COMMERCIAL VALUATION SERVICES

## Attachment A – Scope of Work

### **Summary**

Franklin County is seeking immediate assistance with the 2023 tax year commercial property valuations. A review of all specified commercial/industrial parcels utilizing the cost approach and income approach shall be completed. A final review of said parcels shall be done and appraised valuations shall be reconciled, selected or entered into the Orion CAMA system manually or by utilizing the ORION Final Review program. A maximum of forty (40) hours and not more than 120 hours for informal hearings are inclusive.

The County has ‘commercial’ parcels in both commercial and non-commercial neighborhoods. There should be approximately 800 parcels, improved and vacant, to be valued as commercial property under this agreement. This project will consist of the valuation of said parcels with February 10, 2023 as the date for all values to be selected by Contractor. County will provide appraisers to conduct field work, but not for the valuation process, unless they have some experience with specific parcels or certain types of properties. County will provide staff for data entry as needed.

Non-institutional ‘commercial’ parcels that are classified with an ‘Exempt’ class as of January 1, 2023 (approximately 10), shall also be included in this project and shall be valued utilizing ORION CAMA cost and income tables, as appropriate.

### **Scope of Work**

Contractor shall perform Commercial Valuation Services that are intended to comply with the indicated PVD Maintenance Specifications as well as the PVD Compliance guidelines for the 2023 appraisal/tax year with regard to the valuation of commercial parcels in Franklin County, Kansas. After acceptance of this Agreement, County and Contractor shall meet and agree to a Calendar to be utilized in performance of Services. Said Calendar will supersede any conflicting dates in this Agreement and may be modified, as needed, but statutory deadlines will be adhered to.

Contractor shall provide to County all required studies, as outlined in the PVD Maintenance Specifications and Compliance guidelines, and make necessary changes to existing valuation models within the ORION CAMA application. Contractor shall update existing County spreadsheets and utilize existing PVD/County valuation templates as needed. Contractor may choose to utilize his own valuation/analysis templates to supplement or replace County templates upon approval of the County. County, with assistance of Contractor, shall be responsible for providing PVD with documentation to comply with PVD Compliance guidelines/requirements.



# AGREEMENT – 2023 COMMERCIAL VALUATION SERVICES

## Attachment A – Scope of Work

### **Commercial Cost and Income Approaches Data**

The County requests that Contractor review pertinent and/or existing data that County has that is germane to the valuation of commercial property utilizing the Cost and Income Approaches to value. The Sales Comparison Approach is not utilized in the Kansas ORION CAMA system and thus will not be performed by Contractor as part of these Services. However, Contractor will review sales to help develop Cost and Income parameters to be utilized in developing ORION CAMA valuation models.

The County will provide Contractor access to the County computer system as it relates to accessing data necessary for the Contractor to perform Services under this Agreement. This will include word processing and spreadsheet applications as well as other computer applications deemed necessary by Contractor and that County utilizes in the mass appraisal process. County shall also provide access to the ORION CAMA application. County shall provide or otherwise give access to Contractor to the following:

1. Property Record Cards, Cost Reports, photos, if taken, of all sales for 2013-2021, Sales Validation Questionnaires and County Sales File records for the same time frame (or earlier, if needed), deeds or other property records that bear on ownership or recorded easements.
2. Parcel and aerial maps and Map Work Cards (MWC) as maintained by the County in accordance with the State Parcel Mapping Guidelines.
3. A current version of the Marshall & Swift (M-S) Commercial Cost Manual (CCM) and all updates the county appraiser has received from M-S. Contractor shall update the CCM for use in the 2023 valuation process. No updates shall be inserted into the M-S Commercial Cost handbook without approval of Contractor.
4. All commercial land sales, specifically those in the 2013-2022 time period.
5. All land sales that may be relevant to the valuation of commercial/industrial parcels and access to the County acreage (ag) market value study.
6. Neighborhood delineation write-ups and maps.
7. Access to any commercial real property valuation related studies.

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## Attachment A – Scope of Work

### **Commercial Cost Approach Data Review**

The Contractor will complete the following tasks or provide the indicated studies:

1. Analysis of current data and make necessary updates to:
  - 1.1 Time Trend Study (Market Conditions)
  - 1.2 Land Value Study
  - 1.3 Local Cost Multiplier Study
  - 1.4 Commercial Depreciation Study
  - 1.5 Update pertinent tables in ORION associated with the Cost Approach
2. Compliance studies/reports as agreed to with County and outlined on Calendar.

### **Commercial Income Approach Data Review**

The Contractor will complete the following tasks or provide the indicated studies:

1. Analysis of data and make necessary updates to or create:
  - 1.1 Rent Study (shall include a Vacancy/Collection Loss component)
  - 1.2 Operating Expense Study
  - 1.3 Local mortgage/equity analysis for Capitalization Rate Study
  - 1.4 Update pertinent tables in Orion associated with the Income Approach
2. Compliance studies/reports as agreed to with County and outlined on Calendar.

### **Final Review**

A Final Review shall be conducted by correlating the Cost and Income Approach value estimates derived through the ORION CAMA models, or derived from alternative valuation models (i.e. Grain Elevators and Subsidized Housing) along with consideration of all other relevant data such as sales or 'multiplier' studies. The ORION CAMA Final Review program is expected to be utilized by Contractor. Appropriate work files shall be maintained by Contractor to support final value estimates.

**Review Staff** - The final review is expected to be conducted by the Contractor. When, in the appraiser's judgment an override of a calibrated mass appraisal model value on a parcel is required, a notation shall be recorded in the ORION CAMA system.

**Review Process** - The review process shall be used to:

1. Determine that value estimates assigned to improvements and land reflects the fair market value of the property in accordance with K.S.A. 79-503a eq. seq.

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## Attachment A – Scope of Work

2. Identify and correct any data entry or transcription errors, or changes to physical characteristics that may impact market value.
3. Verify construction quality grading of buildings/improvements utilizing County street-level images. Assumption is that these images meet PVD requirements of being no more than 6-years old at the time of the January 1 valuation date.
4. Verify and adjust for physical, functional and other obsolescence factors in the market that may affect values.
5. Correlate indicated values from approaches used to a final estimate of market value.
6. Determine that the classification assigned to each parcel is supported by guidelines issued by PVD and reflects the actual use or uses of the parcel.

The review appraiser shall select the value that can be documented as most representative of the property's fair market value.

### **Access to County Technology/ORION CAMA Application**

It is anticipated that the Contractor will be able to connect 'real time' to the County network, the ORION application, as well as other County applications such as the ROD DMS and mapping applications, and full access to the Appraiser's web application, as needed. In addition, County shall consent to the Contractor having access to the State's centrally-hosted CAMA/ORION application, the CRS application and PVD's ORION web pages. This connectivity/access shall be provided for the Contractor to utilize '24/7'.

### **Valuation Notices / Informal Hearings**

On or before March 1, 2023, unless extended, the County shall mail an official valuation notice for each parcel of property as required in K.S.A. 79-1460. Taxpayers may appeal pursuant to guidelines found in K.S.A. 79-1448 or K.S.A. 79-2005.

Contractor anticipates that the County will mail valuation notices on or before March 1, 2023. If County desires to mail notices more than five (5) business days prior to March 1st, Contractor must be notified no later than January 3, 2023. If notice to mail more than five (5) business days prior to March 1st is not received by Contractor from County by January 3rd, commercial valuation notices shall proceed to be mailed on March 1, 2023, or up to five (5) business days prior.

As part of this Agreement Contractor shall include up to forty (40) informal appeals (Equalization and/or Payment under Protest) in the base fee. Each appeal shall be limited to 3.00 hours or 120 total hours and shall include preparation, hearing and processing

# AGREEMENT – 2023 COMMERCIAL VALUATION SERVICES

## Attachment A – Scope of Work

time. Should the number of informal appeals exceed 120 hours, additional hours/appeals shall be paid over and above the 'Services' fee at the rates specified in **Attachment B** below. Additional days to conduct informal hearings shall be scheduled, subject to coordination between County and Contractor. Times for formal appeals, if necessary, shall be coordinated between BOTA, County and Contractor.

### **Formal Appeals/Hearings – Legal Representation**

Formal hearings, which consist of Small Claims (SC) and/or Board of Tax Appeals (BOTA) appeals shall be the Contractor's responsibility only if the appeal is 'given' to the Contractor by the County Appraiser to defend. Compensation shall be in accordance with fees shown on **Attachment B**.

Legal representation is not usually required at the Small Claims level. It is at BOTA. County shall provide Contractor with adequate legal resources for defense of any appeal made to BOTA. Should the Contractor decide that said legal representation is inadequate on any given appeal, Contractor may, in writing similar to the terms in Section 6, return the defense of said appeal to the County and shall be compensated for time spent prior to returning the appeal to the County.

### **Approved Subcontractor's**

No Subcontractors are anticipated to be used for this Project. However, Contractor may use additional Subcontractors and/or persons upon the approval of County.

### **Gene Bryan**

Gene has over 35 years' experience as an appointed county appraiser in Kansas and has worked with the original Kansas CAMA program since 1989 as well as the current ORION CAMA application since 2008. Gene retired from Wyandotte County in December 2015 after serving nearly 12 years as the County Appraiser. He has also served as County Appraiser in McPherson County (13 years), Johnson County (1 ½ years) and Lyon County (7 1/2 years). Gene also has 10+ additional years working in Kansas in the property valuation/tax field, either in a county appraisal office, in a property tax appeal firm or with an appraisal firm. He currently holds a general certification with the Kansas Real Estate Appraisal Board (G536) and has held the Kansas RMA designation since 2007. He has been a member of IAAO since 1972.

Gene has been an active participant in county government in Kansas having served as President of the Kansas County Appraiser's Association as well as President of the Kansas Official's Council (KOC) in 1977 and President of the Kansas Association of Counties (KAC) in 2015. Gene completed the commercial valuation work for Franklin County for the 2019 through 2022 valuation years.

# Agreement – 2022 Commercial Valuation Services

## Attachment B - Fees

### Fee Schedule

1. County agrees to compensate Contractor based on the Fee Schedule below. Mileage costs under this Agreement shall be handled in accordance to Section 3.2.

<b><u>Scope of Work</u></b>	<b><u>Fee / Costs</u></b>	<b><u>Date Payable/ Clarifications</u></b>
Commercial Valuation	\$42,000	\$6,300 (15%) payable July 1, 2022 \$10,500 (25%) payable August 1, 2022 \$10,500 (25%) payable September 1, 2022 \$10,500 (25% payable at October 1, 2022 \$4,200 (10% Balance) payable April 1, 2023
Appeals up to 40 (3.00 Hours/appeal). <b><u>(Informal EQ or PUP)</u></b>	Hearings & Prep Hours (3.00 hours for prep & hearing time per appeal included); Mileage for appeals above 40 are charged at County mileage rate with maximum 120 miles/day.	40 appeals for informal (EQ or PUP) using 3.00 hours/appeal for time spent by Contractor on such things as: preparation, field work, hearings and travel to/from Ottawa shall be included. Hearings shall not commence before 8:30 and shall end no later than 4:30. Hearing length shall be agreed upon between Contractor and County.
Appeal Preparation and Hearings >40 appeals (>120 hours) <b><u>(Informal EQ or PUP)</u></b>	\$40/hour plus mileage. Maximum fee for a single day shall be \$300.	Within 30 days of invoice approval; Hours include such things as: hearing preparation, taxpayer discussions, hearings and travel time to/from Ottawa.
Appeal Preparation <b><u>(Formal, Small Claims)</u></b>	\$45/hour plus mileage. Maximum 'preparation charges' for a single appeal shall be \$600.	Within 30 days of invoice approval; Fee shall be based on the number of hours spent on such things as: hearing preparation, discussions with taxpayer, report development, field work, and travel time, if necessary.
Appeal Hearing <b><u>(Formal, Small Claims)</u></b>	\$75 per hearing plus mileage.	Within 30 days of invoice approval; Mileage shall be based upon trip miles from Contractor's home.
Appeal Preparation <b><u>(Formal, BOTA)</u></b>	\$75/hour plus mileage. Maximum 'preparation charges' for a single appeal shall be \$1,200.	Within 30 days of invoice approval; Fee shall be based on the number of hours spent on such things as: hearing preparation, discussions with taxpayer, report development, field work, and travel time, if necessary.
Appeal Hearing <b><u>(Formal, BOTA)</u></b> provided County wishes Contractor to do these hearings	\$400 for half-day or less OR \$125/hour if over 4 hours that day. Maximum fee/day = \$900.	Within 30 days of invoice approval; Mileage is included in fee. A half-day shall be 4 hours or less.
Single property appraisals resulting from KSA 79-1448, 79-1460 or 79-1496	If 'single property' appraisal is necessary, County shall solicit bids for work.	Contractor is not responsible for conducting any 'single property' appraisals for any appeal. If outside 'fee appraisal' is required County shall select a qualified, designated Appraiser.