

**MODIFICATION #1
TO
CONTRACT DGS-180713-HOL
BETWEEN
THE COMMONWEALTH OF VIRGINIA
AND
HOLTZMAN APPRAISAL & CONSULTING SERVICES**

This Modification #1 is an agreement between the Commonwealth of Virginia, hereinafter referred to as "State" or "Commonwealth" or "DGS" (Department of General Services) and Holtzman Appraisal & Consulting Services hereinafter referred to as "Contractor," relating to the Modification of Contract DGS-180713-HOL dated July 13, 2018, as amended, hereinafter referred to as the "Contract" or "Agreement." This Modification #1 is hereby incorporated into and made an integral part of Contract DGS-180713-HOL.

The purpose of this Modification #1 is to document both parties' agreement to extend the Contract. Following the Initial Term this Contract may be renewed upon the written mutual agreement of both parties for three (3) successive one (1) year periods, under the terms of the current Contract and with reasonable (approximately 90 days) written notice given prior to the expirations of the then current term.

Reference: Contract #DGS-180713-HOL, "Special Terms and Conditions B" entitled "Renewal Of Contract". Both above referenced parties hereby agree to modify the contract to extend it for one (1) years from July 13, 2019 through July 12, 2020.

Contract DGS-180713-HOL, "General Terms and Conditions O" entitled "Changes To The Contract" which allows for the addition/deletion of "Services and Pricing Schedule". These changes are effective immediately upon final signature unless otherwise stated herein. Both above referenced parties hereby agree to modify the contract for one (1) year from July 13, 2019 through July 12, 2020.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

PERSONS SIGNING THIS CONTRACT ARE AUTHORIZED REPRESENTATIVES OF EACH PARTY TO THIS CONTRACT AND ACKNOWLEDGE THAT EACH PARTY AGREES TO BE BOUND BY THE TERMS AND CONDITIONS OF THE CONTRACT.

Signature page to follow

HOLTZMAN APPRAISAL &
CONSULTING SERVICES

COMMONWEALTH OF VIRGINIA

By: Stuart D. Holtzman
Signature

By: Niniekwe M. Harris
Signature

Name: Stuart D. Holtzman
Printed Name

Name: Niniekwe M. Harris, VCA
Printed Name

Title: Managing Director

Title: Contracting Officer

Date: 7-17-19

Date: 7-18-19

As defined in the Bid Notes, pricing shall be per Order in response to a solicitation for Appraisal Services specified in a SOW and shall be FOB Destination, and ALL INCLUSIVE for all expenses for a "not to exceed" amount)

Please mark the following chart to indicate those geographic areas in which you would be willing to offer to perform Appraisal Services. You may specify counties, cities or towns to be excluded from an area for which you would be willing to offer to perform Appraisal Services, if you choose to be more specific.



CONTINUED ON NEXT PAGE

SERVICES AND PRICING SCHEDULE

Area(s) where Bidder will provide Appraisal Services. (Mark your selection with an "X" and, if so choosing, identify any excluded locations from the Area by striking through the location listed to the left)	Service		
	Appraisal Report	Appraisal Report Review	Appraisal Consultation
<p>#1 – Bristol Counties: Bland, Buchanan, Dickenson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington, Wise and Wythe Cities: Bristol, Norton Towns: Abingdon, Appalachia, Big Stone Gap, Bluefield, Cedar Bluff, Chilhowie, Cleveland, Clinchco, Clinchport, Clintwood, Coeburn, Damascus, Duffield, Dungannon, Fries, Gate City, Glade Spring, Grundy, Haysi, Honaker, Independence, Jonesville, Lebanon, Marion, Nickelsville, Pennington Gap, Pocahontas, Pound, Richlands, Rural Retreat, Saltville, St. Charles, St. Paul, Tazewell, Troutdale, Weber City, Wise and Wytheville</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ __75__ /Hour	\$ __75__ /Hour	\$ __75__ /Hour
<p>#2 – Salem Counties: Bedford, Botetourt, Carroll, Craig, Floyd, Franklin, Giles, Henry, Montgomery, Patrick, Pulaski and Roanoke Cities: Galax, Martinsville, Radford, Roanoke and Salem Towns: Bedford, Blacksburg, Boones Mill, Buchanan, Christiansburg, Dublin, Fincastle, Floyd, Glen Lyn, Hillsville, Narrows, New Castle, Pearisburg, Pembroke, Pulaski, Rich Creek, Ridgeway, Rocky Mount, Stuart, Troutville and Vinton</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ __75__ /Hour	\$ __75__ /Hour	\$ __75__ /Hour
<p>#3 – Lynchburg Counties: Amherst, Appomattox, Buckingham, Campbell, Charlotte, Cumberland, Halifax, Nelson, Pittsylvania and Prince Edward Cities: Danville, Lynchburg Towns: Altavista, Amherst, Appomattox, Brookneal, Charlotte Court House, Chatham, Dillwyn, Drakes Branch, Farmville, Gretna, Halifax, Hurt, Keysville, Pamplin City, Phenix, Scottsburg, South Boston and Virgilina</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ __75__ /Hour	\$ __75__ /Hour	\$ __75__ /Hour

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	Appraisal Report	Appraisal Report Review	Appraisal Consultation
<p>#4 – Richmond</p> <p>Counties: Amelia, Brunswick, Charles City, Chesterfield, Dinwiddie, Goochland, Hanover, Henrico, Lunenburg, Mecklenburg, New Kent, Nottoway, Powhatan and Prince George</p> <p>Cities: Colonial Heights, Hopewell, Petersburg and Richmond</p> <p>Towns: Alberta, Ashland, Blackstone, Boydton, Brodnax, Burkeville, Chase City, Clarksville, Crewe, Kenbridge, La Crosse, Lawrenceville, McKenney, South Hill and Victoria</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$__75__ /Hour	\$__75__ /Hour	\$__75__ /Hour
<p>#5 – Norfolk</p> <p>Counties: Accomack Isle of Wight, James City, Northampton, Southampton, Surry, Sussex, York and Greensville.</p> <p>Cities: Chesapeake, Emporia, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach and Williamsburg</p> <p>Towns: Accomac, Belle Haven, Bloxom, Boykins, Branchville, Cape Charles, Capron, Cheriton, Chincoteague, Claremont, Courtland, Dendron, Eastville, Exmore, Hallwood, Ivor, Jarratt, Keller, Melfa, Nassawadox, Newsoms, Onancock, Onley, Painter, Parksley, Saxis, Smithfield*, Stony Creek, Surry, Tangier, Wachapreague, Wakefield, Waverly and Windsor</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$__75__ /Hour	\$__75__ /Hour	\$__75__ /Hour
<p>#6 – Fredericksburg</p> <p>Counties: Caroline, Essex, Gloucester, King and Queen, King George, King William, Lancaster, Mathews, Middlesex, Northumberland, Richmond, Spotsylvania, Stafford and Westmoreland</p> <p>Cities: Fredericksburg</p> <p>Towns: Bowling Green, Colonial Beach, Irvington, Kilmarnock, Montross, Port Royal, Tappahannock, Urbanna, Warsaw, West Point and White Stone</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$__75__ /Hour	\$__75__ /Hour	\$__75__ /Hour

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<p>#7 – Culpeper</p> <p>Counties: Albemarle, Culpeper, Fauquier, Fluvanna, Greene, Louisa, Madison, Orange and Rappahannock</p> <p>Cities: Charlottesville</p> <p>Towns: Culpeper, Gordonsville, Louisa, Madison, Mineral, Orange, Remington, Scottsville, Stanardsville, The Plains, Warrenton and Washington</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$__75__ /Hour	\$__75__ /Hour	\$__75__ /Hour
<p>#8 – Staunton</p> <p>Counties: Alleghany, Augusta, Bath, Clarke, Frederick, Highland, Page, Rockbridge, Rockingham, Shenandoah and Warren</p> <p>Cities: Buena Vista, Covington, Harrisonburg, Lexington, Staunton, Waynesboro and Winchester</p> <p>Towns: Berryville, Boyce, Bridgewater, Broadway, Clifton Forge, Craigsville, Dayton, Edinburg, Elkton, Front Royal, Glasgow, Goshen, Grottoes, Iron Gate, Luray, Middletown, Monterey, Mount Crawford Mount, Jackson, New Market, Shenandoah, Stanley, Stephens City, Strasburg, Timberville, Toms Brook and Woodstock</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$__75__ /Hour	\$__75__ /Hour	\$__75__ /Hour
<p>#9 – Northern Virginia</p> <p>Counties: Arlington, Fairfax, Loudoun and Prince William</p> <p>Cities: Alexandria, Fairfax, Falls Church, Manassas and Manassas Park</p> <p>Towns: Clifton, Dumfries, Hamilton, Haymarket, Herndon, Hillsboro, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Quantico, Round Hill and Vienna</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$__75__ /Hour	\$__75__ /Hour	\$__75__ /Hour



COMMONWEALTH OF VIRGINIA

SOLICITATION ~ OFFER ~ AWARD

Non-Professional Services
Sealed Invitation for Bid (IFB) for Appraisal Services
 NIGP Commodity Codes:

91814 ~ APPRIASAL CONSULTING SERVICES • 94615 ~ REAL ESTATE APPRAISAL SERVICES •
96866 ~ RIGHT OF WAY SERVICES

1. Contract #: TO BE ISSUED AT TIME OF AWARD	2. IFB #: TCW-2018-0416	3. Date Issued: April 16, 2018	4. Due Date / Time: May 15, 2018 / 2:00 P.M. EST
5. ISSUING OFFICE: Department of General Services Central Procurement Unit (CPU) 1100 Bank Street, Suite 724 Richmond, Virginia 23219		6. SHIP TO: As indicated on eVA Purchase Order	

SOLICITATION

7. This is an advertised solicitation consisting of (1) the Purpose; (2) Scope of Work; (3) General and Special Terms and Conditions; and other provisions, representations, certifications, or specifications as per attached or incorporated herein by reference. **Sealed bids for furnishing the Services set forth in the schedule must be returned to the Issuing Office (Item #5 above.)** If hand carried, deliver to the CPU located on the seventh floor of the address indicated above. **Complete bids must be received prior to 2:00 P.M. local time on the Date Due/Time (Item #4 above.)** Bids will be publicly opened at 2:10 P.M. (local time), May 15, 2018, in the CPU Conference Room, 1100 Bank Street, Seventh Floor, Suite 724, Richmond, Virginia.

OPTIONAL PRE-BID CONFERENCE: An optional pre-bid conference will be held at 2:00 P.M. EST on April 26, 2018 in the DGS Central Procurement Unit, 1100 Bank Street, Suite 724, Richmond, Virginia 23219. See Section III for additional information related to this optional pre-bid conference.

CLARIFICATION OF TERMS: If any prospective Bidder has questions about the specifications or other solicitation documents, the prospective Bidders must submit questions in writing via email to procurement@dgs.virginia.gov no later than 5:00 P.M. on May 9, 2018. **No questions will be answered by telephone.** Any revisions to the solicitation will be made only by an addendum issued by the Contracting Officer. Please include "IFB #TCW-2018-0416" in the title of the message. The addendum, if necessary, will be posted online at <http://www.eva.virginia.gov>. It is the responsibility of the Bidder to download the addendum.

PERIOD OF CONTRACT: One (1) year Initial Term Contract with four (4) additional successive one (1) year renewal options.

Issued by: Tiffany C. Walker, VCA
 Contracting Officer
 Email at: tiffany.walker@dgs.virginia.gov

Tiffany C. Walker /s/
 Signature

OFFER

In compliance with this Invitation For Bids (IFB) and all conditions imposed in this IFB, the undersigned firm hereby offers and agrees to furnish all goods and services required by this IFB, not to exceed the prices indicated in the Pricing Schedule and the undersigned firm hereby certifies that all information provided below and in any schedule attached hereto is true, correct, and complete.

8. Company Name: <u>Holtzman Appraisal + Consulting Services, Inc</u>	Contractor's TIN: <u>82-5364331</u>
Address: <u>4308 Agnes Drive</u>	eVA Vendor ID or DUNS No.: <u>VS0000247954</u>
City/State/ZIP: <u>Glen Allen, VA 23060</u>	State Corporation Commission No: <u>08307381</u>
Signature: <u>Stuart D. Holtzman</u>	DSBSD Certification No.: <u>Submitting Application</u>
Printed Name: <u>Stuart D. Holtzman</u>	Telephone No.: <u>804-912-4693</u>
Title: <u>Owner / Managing Director</u>	Cell No.: <u>804-525-0948</u>
Date: <u>6/4/18</u>	Email: <u>sholtzman@holtzmanappraisal.com</u>

9. BILL TO: See Section VI: Method of Payment

AWARD

10. ACCEPTED AS TO BID ITEM / CATEGORY NUMBERS: <u>Regions 3, 4, 5, 6, 7, 8, 9</u>	11. AMOUNT: <u>1595000</u>	12. AWARD DATE: <u>7/13/2018</u>
13. COMMONWEALTH'S REPRESENTATIVE: <u>Tiffany Walker</u>	14. COMMONWEALTH OF VIRGINIA By: <u>Tiffany C. Walker</u>	

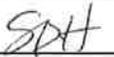
NOTE: This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against a bidder because of race, religion, color, sex, national origin, age, disability, sexual orientation, gender identity, political affiliation, or veteran status or any other basis prohibited by state law relating to discrimination in employment. Faith-based organizations may request that the issuing agency not include subparagraph 1.e in General Terms and Condition C. Such a request shall be in writing and explain why an exception should be made in that Invitation to Bid.

AWARD POSTING: Upon the award or the announcement of the decision to award a Contract as a result of this solicitation, the Commonwealth of Virginia, through the Virginia Department of General Services, Central Procurement Unit (CPU), will publicly post such notice online at <http://www.eva.virginia.gov> for a minimum of ten (10) days.

BID FORM COMPLETION CHECKLIST

This IFB contains several portions, which should be completed and submitted with your bid in order for your bid to be responsive.

Please use the provided checklist below to ensure proper completion of your bid.

Required Items to be Provided with Bid	Bidder Acknowledgement (Initial below when action completed)
1. Contractor Information – Complete Bidder Information on Page 1 (#8 – Cover Page) (State Corporation Commission No. if not a sole proprietor and DSBSD Certification No. if certified). Original signature required.	 <hr/> Initial
2. Authorized Representative – Complete the required information in Special Term and Condition E (Page 17), entitled “Authorized Representatives”	 <hr/> Initial
3. Pricing – Complete Pricing Schedule on Pages 27 - 29. For each area, select whether ALL locations are to be INCLUDED; ALL locations are to be EXCLUDED; or the area is INCLUDED, but locations to be EXCLUDED therefrom have been struck through. Indicate the maximum hourly rate for the services you will provide for each area where services will be provided	 <hr/> Initial
4. State Corporation Commission – Attachment A. Complete required information. Original signature Required	 <hr/> Initial
5. Vendor Data Sheet – Attachment B. Complete required information. Original signature Required	 <hr/> Initial
6. Appraiser Data Sheet Information – Attachment D. Complete required information. Attach a copy of the Real Estate Appraiser Board of the Commonwealth of Virginia issued license and a resume for each appraiser submitting a sheet. Original signature Required	 <hr/> Initial
7. Qualifications – Specify for the Contractor’s principal by initialing to the right possession of the following, as applicable:	
<input checked="" type="checkbox"/> Certified General Real Estate Appraiser license issued by the Real Estate Appraiser Board of the Commonwealth of Virginia	 <hr/> Initial
<input type="checkbox"/> Certified Residential Real Estate Appraiser license issued by the Real Estate Appraiser Board of the Commonwealth of Virginia	<hr/> Initial
<input checked="" type="checkbox"/> “Reviewer experience” for any individual performing appraisal reviews, as defined in the Regulations of the Virginia Real Estate Appraiser Board; possession of their Virginia Certified General Real Estate Appraiser license or Certified Residential Real Estate Appraiser license for a minimum of two years, and; have performed a minimum of twelve (12) appraisal review assignments between January 1, 2015 and March 31, 2018	 <hr/> Initial

COMMONWEALTH OF VIRGINIA

Department of General Services
Director, Central Procurement Unit
1100 Bank Street, Suite 724
Richmond, VA 23219
Email: procurement@dgs.virginia.gov
Web: <http://www.dgs.virginia.gov>

CONTRACTOR

Stuart D. Holtzman, MAI
owner Holtzman Appraisal & Consulting Services, Inc.
4308 Agnes Drive, Glen Allen, VA 23060
Tel.: *804-525-0948*
Fax: *949-743-8967*
Email: *sholtzman@holtzmanappraisal.com*

- F. **CANCELLATION OF CONTRACT:** The purchasing agency reserves the right to cancel and terminate any resulting Contract, in part or in whole, without penalty, upon 60 days written notice to the Contractor. In the event the initial Contract period is for more than 12 months, the resulting Contract may also be terminated by the Contractor, without penalty, after the initial 12 months of the Contract period upon 60 days written notice to the other party. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.
- G. **AWARD:** The Commonwealth reserves the right to make multiple awards as a result of this solicitation. The award(s) will be made to the lowest responsive and responsible bidder(s) meeting the requirements of the solicitation. The Commonwealth reserves the right to conduct any tests it may deem advisable and to make all evaluations. The Commonwealth also reserves the right to reject any or all bids, in whole or in part, to waive informalities and to delete items prior to making the award, whenever it is deemed in the sole opinion of the procuring public body to be in its best interest.
- H. **BANKRUPTCY:** If Contractor becomes insolvent, takes any step leading to its cessation as a going concern, fails to pay its debts as they become due, or ceases business operations continuously for longer than fifteen (15) business days, then the Commonwealth may immediately terminate this Contract on notice to Contractor, unless Contractor immediately gives the Commonwealth adequate assurance of the future performance of this Contract or the applicable order. If bankruptcy proceedings are commenced with respect to Contractor, and if this Contract has not otherwise terminated, then the Commonwealth may suspend all further performance of this Contract until Contractor assumes this Contract and provides adequate assurance of performance thereof or rejects this Contract pursuant to Section 365 of the Bankruptcy Code or any similar or successor provision, it being agreed by the Commonwealth and Contractor that this is an executory Contract. Any such suspension of further performance by the Commonwealth pending Contractor's assumption or rejection shall not be a breach of this Contract, and shall not affect the rights of the Commonwealth to pursue or enforce any of its rights under this Contract or otherwise.
- I. **BID PRICES:** Bid prices shall be in the form of a hourly rate price for each item during the Contract period.
- J. **BREACH:** The Contractor shall be deemed in breach of this agreement if the Contractor:
1. Fails to provide any service by the specified delivery date;

As defined in the Bid Notes, pricing shall be per Order in response to a solicitation for Appraisal Services specified in a SOW and shall be FOB Destination, and ALL INCLUSIVE for all expenses for a "not to exceed" amount)

Please mark the following chart to indicate those geographic areas in which you would be willing to offer to perform Appraisal Services. You may specify counties, cities or towns to be excluded from an area for which you would be willing to offer to perform Appraisal Services, if you choose to be more specific.



CONTINUED ON NEXT PAGE

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	Appraisal Report	Appraisal Report Review	Appraisal Consultation
<p>#1 – Bristol</p> <p>Counties: Bland, Buchanan, Dickenson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington, Wise and Wythe</p> <p>Cities: Bristol, Norton</p> <p>Towns: Abingdon, Appalachia, Big Stone Gap, Bluefield, Cedar Bluff, Chilhowie, Cleveland, Clinchco, Clinchport, Clintwood, Coeburn, Damascus, Duffield, Dungannon, Fries, Gate City, Glade Spring, Grundy, Haysi, Honaker, Independence, Jonesville, Lebanon, Marion, Nickelsville, Pennington Gap, Pocahontas, Pound, Richlands, Rural Retreat, Saltville, St. Charles, St. Paul, Tazewell, Troutdale, Weber City, Wise and Wytheville</p> <p><input type="checkbox"/> Include All of the Area <input checked="" type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ _____/Hour	\$ _____/Hour	\$ _____/Hour
<p>#2 – Salem</p> <p>Counties: Bedford, Botetourt, Carroll, Craig, Floyd, Franklin, Giles, Henry, Montgomery, Patrick, Pulaski and Roanoke</p> <p>Cities: Galax, Martinsville, Radford, Roanoke and Salem</p> <p>Towns: Bedford, Blacksburg, Boones Mill, Buchanan, Christiansburg, Dublin, Fincastle, Floyd, Glen Lyn, Hillsville, Narrows, New Castle, Pearisburg, Pembroke, Pulaski, Rich Creek, Ridgeway, Rocky Mount, Stuart, Troutville and Vinton</p> <p><input type="checkbox"/> Include All of the Area <input checked="" type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ _____/Hour	\$ _____/Hour	\$ _____/Hour
<p>#3 – Lynchburg</p> <p>Counties: Amherst, Appomattox, Buckingham, Campbell, Charlotte, Cumberland, Halifax, Nelson, Pittsylvania and Prince Edward</p> <p>Cities: Danville, Lynchburg</p> <p>Towns: Altavista, Amherst, Appomattox, Brockneal, Charlotte Court House, Chatham, Dillwyn, Drakes Branch, Farmville, Gretna, Halifax, Hurt, Keysville, Pamplin City, Phenix, Scottsburg, South Boston and Virgilina</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ 100_____/Hour	\$ 150_____/Hour	\$ 150_____/Hour

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<p>#7 – Culpeper</p> <p>Counties: Albemarle, Culpeper, Fauquier, Fluvanna, Greene, Louisa, Madison, Orange and Rappahannock</p> <p>Cities: Charlottesville</p> <p>Towns: Culpeper, Gordonsville, Louisa, Madison, Mineral, Orange, Remington, Scottsville, Stanardsville, The Plains, Warrenton and Washington</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricker through as reflected above.</p>	\$ <u>100</u> /Hour	\$ <u>150</u> /Hour	\$ <u>150</u> /Hour
<p>#8 – Staunton</p> <p>Counties: Alleghany, Augusta, Bath, Clarke, Frederick, Highland, Page, Rockbridge, Rockingham, Shenandoah and Warren</p> <p>Cities: Buena Vista, Covington, Harrisonburg, Lexington, Staunton, Waynesboro and Winchester</p> <p>Towns: Berryville, Boyce, Bridgewater, Broadway, Clifton Forge, Craigsville, Dayton, Edinburg, Elkton, Front Royal, Glasgow, Goshen, Grottoes, Iron Gate, Luray, Middletown, Monterey, Mount Crawford Mount, Jackson, New Market, Shenandoah, Stanley, Stephens City, Strasburg, Timberville, Toms Brook and Woodstock</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricker through as reflected above.</p>	\$ <u>100</u> /Hour	\$ <u>150</u> /Hour	\$ <u>150</u> /Hour
<p>#9 – Northern Virginia</p> <p>Counties: Arlington, Fairfax, Loudoun and Prince William</p> <p>Cities: Alexandria, Fairfax, Falls Church, Manassas and Manassas Park</p> <p>Towns: Clifton, Dumfries, Hamilton, Haymarket, Herndon, Hillsboro, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Quantico, Round Hill and Vienna</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ <u>125</u> /Hour	\$ <u>175</u> /Hour	\$ <u>175</u> /Hour

**ATTACHMENT A
VIRGINIA STATE CORPORATION COMMISSION (SCC) FORM**

**Virginia State Corporation Commission ("SCC") Registration must be completed and returned
with the Bid**

The undersigned Offeror:

is a corporation or other business entity with the following SCC identification number: 08307381

-OR-

is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust

-OR-

is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become Contracts, and not counting any incidental presence of the Offeror in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the Contracts by which such goods were sold and shipped into Virginia from Offeror's out-of-state location)

-OR-

is an out-of-state business entity that is including with this proposal an opinion of legal counsel which accurately and completely discloses the undersigned Offeror's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the *Code of Virginia*.

**** NOTE ****

Check this box if you have not completed any of the foregoing options, but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for proposals.*

Signature: Stuart D. Holtzman

Name: Stuart D. Holtzman
(Print)

Title: Owner / Managing Director

Name of Firm: Holtzman Appraisal & Consulting Services, Inc.

Date: 6/4/18

*** THE COMMONWEALTH, IN ITS SOLE DISCRETION, RESERVES THE RIGHT TO DETERMINE
WHETHER TO ALLOW SUCH A WAIVER.**

**ATTACHMENT B
VENDOR DATA SHEET**

Note: The following information is required as part of your response to this bid. Failure to submit all information requested may result in the purchasing agency requiring prompt submission of missing information. The vendor must have the capability and capacity in all respects to fully satisfy all of the contractual requirements.

1. Vendor's Primary Contact:

Name: Stuart D. Holtzman, MA Phone: (804) 525-0948

2. Years in Business: Indicate the length of time you have been in business providing this type of goods or services:

30 Years 3 Months (various companies)

3. Vendor Information:

FIN or FEI Number (If Company, Corporation, or Partnership): 82-5364331

Social Security Number (If Individual): (Stuart Holtzman is sole proprietor)

4. Indicate below a listing of at least three (3) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods and/or services. Include the length of service and the name, address, and telephone number of the point of contact. (retired) (most recent)

a. Company: U.S. Department of Interior (USFWS) Contact: Joseph McCauley / Shirley Milli
 Address: 300 Westgate Center Dr., Hadley, MA (Ms. Milli - 5600 American Bl. W, Bloomington, MN)
 Phone: (413) 253-8590 / (804) 514-5136 Email: current: j.mccauley@chESAPEAKEconservancy.org
 Project: Several, namely in Richmond Co., VA (Bowers, Dictomite, Northern Neck Lumber) Shirley.Milli@ies.doi.gov
 Dates of Service: 6/2011, 11/2014, 8/2015 (see Shirley Milli for 8/2015 - BOWERS) \$ Value: 2,500,000 - 4,700,000

b. Company: Commonwealth of VA, DRES Contact: Hugh Habinger / Lyman Brown
 Address: 1100 Bank St., Richmond, VA (same for Lyman Brown)
 Phone: (804) 225-4011 / 225-4001 Email: hugh.habinger@dgs.virginia.gov / Lyman.brown@dgs.virginia.gov
 Project: James Kranger in S. Chesterfield / Dahlgren Rails to Trails & Jarrell Tract
 Dates of Service: 6/2011, 10/2014 (2) \$ Value: \$12,000 - \$30,000 (5 props) / \$1,300,000

c. Company: Trust for Public Land Contact: Kent Whitehead & Lynda Frost
 Address: 660 Pennsylvania Ave. SE, Washington DC 20003
 Phone: (202) 330-4728 Email: Kent.whitehead@tpl.org
 Project: Steffen Tract Lynda.Frost@tpl.org
 Dates of Service: 4/2013 \$ Value: \$2,300,000

I certify the accuracy of this information.

Signed: Stuart D. Holtzman Title: owner / managing director

d.) RE: Conservation easements.
 David Lionberger, Esquire
 Hirschler Fleischer
 (804) 771-9543
 dlionberger@hf-law.com
 Values: \$850,000 - \$7,000,000

**ATTACHMENT C
SMALL BUSINESS SUBCONTRACTING PLAN**

It is the goal of the Commonwealth that more than 42% of its purchases be made from small businesses. All potential Bidders are required to submit a Small Business Subcontracting Plan.

Small Business: "Small business (including micro)" means a business, which holds a certification as such by the Virginia Department of Small Business and Supplier Diversity (DSBSD) on the due date for bids. This shall also include DSBSD-certified women- and minority-owned businesses when they also hold a DSBSD certification as a small business on the bid due date. Currently, DSBSD offers small business certification and micro business designation to firms that qualify.

Certification applications are available through DSBSD online at www.DSBSD.virginia.gov (Customer Service).

Bidder Name: Holtzman Appraisal & Consulting Services, Inc.
Preparer Name: Stuart D. Holtzman
Date: 6-3-18

Instructions

- A. If you are certified by the DSBSD as a micro/small business, complete only Section A of this form. This includes but is not limited to DSBSD-certified women-owned and minority-owned businesses when they have also received DSBSD small business certification.
- B. If you are not a DSBSD-certified small business, complete Section B of this form. For the Bidder to receive credit for the small business subcontracting plan evaluation criteria, the Bidder shall identify the portions of the Contract that will be subcontracted to DSBSD-certified small business for the initial Contract period in Section B.

Bidders which are small businesses themselves will receive the maximum available points for the small business participation plan evaluation criterion, and do not have any further subcontracting requirements.

Bidders which are not certified small businesses will be assigned points based on proposed expenditures with DSBSD-certified small businesses for the initial Contract period in relation to the Bidder's total price for the initial Contract period.

Points will be assigned based on each Bidder's proposed subcontracting expenditures with DSBSD certified small businesses for the initial Contract period as indicated in Section B in relation to the Bidder's total price.

Section A

If your firm is certified by the Department of Small Business and Supplier Diversity (DSBSD), provide your certification number and the date of certification):

Certification Number: _____ Certification Date: _____

Section B – Plans for Utilization of DSBSD-Certified Small Businesses for this Procurement

Populate the table below to show your firm's plans for utilization of DSBSD-certified small businesses in the performance of this Contract for the initial Contract period in relation to the bidder's total price for the initial Contract period. Certified small businesses include but are not limited to DSBSD-certified women-owned and minority-owned businesses that have also received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc. It is important to note that this proposed participation will be incorporated into the subsequent contract and will be a requirement of the Contract. Failure to obtain the proposed participation percentages may result in breach of the Contract.

Micro/Small Business Name & Address DSBSD Certificate #	Status if Micro/Small Business is also: Women (W), Minority (M)	Contact Person, Telephone & Email	Type of Goods and/or Services	Planned Involvement During Initial Period of the Contract	Planned Contract Dollars During Initial Period of the Contract (\$ or %)
Holtzman Appraisal & Consulting Services Inc.	Micro	Stuart Holtzman *801-525-0948	Commercial R.E. Appraisals	**	Contractor is 100% DSBSD
* Stuart email: sholtzman@holtzmanappraisal.com					
** DSBSD application submitted for micro-business. Approval takes up to 60 days.					
Totals \$					

ATTACHMENT D
Real Estate Appraiser Data Sheet

By my signature below, I hereby certify and warrant to the factual accuracy of the responses in this Attachment D, and to provide Appraisal Services as stipulated in this Contract, and at the accepted Bid pricing.

Signature: Stuart D. Holtzman

Name in which appraiser holds Virginia license: Stuart Darren Holtzman

License Number: 4001014404

License Held (Attach a copy of the active license):

- Certified General Real Estate Appraiser
- Certified Residential Real Estate Appraiser
- Licensed Residential Real Estate Appraiser
- Appraiser Trainee

Business Appraisal License
Holtzman Appraisal & Consulting
Services, Inc.
License #4008001948

1. I certify and warrant that there is no complaint on file or pending against me or my firm with the Virginia Real Estate Appraiser Board that may be grounds for disciplinary action under 18 VAC 130-20-160. (If there is, then Bidder please attach any supporting documentation or information with your Bid about the filing that you would like considered)
2. I certify that there has been no finding by the Virginia Real Estate Appraiser Board, including via a Consent Order, against me or my firm in the past five (5) years, which provided grounds for disciplinary action under 18 VAC 130-20-160. (If there is, then Bidder is to attach a separate sheet identifying the case number(s), the violation(s) and the sanction(s) together with any additional information about the finding that you would like considered)
3. If you would like to be evaluated for performing *appraisal reviews*, do you have "reviewer experience," as defined in the Regulations of the Virginia Real Estate Appraiser Board, and have you held your current Virginia Certified General Real Estate Appraiser license or Certified Residential Real Estate Appraiser license for a minimum of two years and have you performed a minimum of twelve appraisal review assignments between January 1, 2015 and March 31, 2018? No Yes
4. Have you completed training in application of the current edition of UASFLA that was approved for appraiser continuing education credit? No Yes
5. For each appraiser performing services under the Contract please provide a copy of their license and a resume that includes:
 - a. any professional designations held
 - b. education and appraisal related coursework
 - c. Experience with detail of any particular specialty or expertise regarding property type, intended use, specific appraisal guidelines (e.g., UASFLA, Uniform Act), analytical method or other area and of any experience reviewing appraisals. Such description should include the length of time performing such specialty or developing such expertise and the approximate number of the related assignments over an identified period of time.



Department of General Services
Central Procurement Unit
1100 Bank Street
Suite 724
Richmond, VA 23119

May 11, 2018

ADDENDUM NO. 1 TO ALL BIDDERS

Reference – Invitation for Bids: IFB #TCW-2018-0416
Commodity: Appraisal Services
Dated: April 16, 2018
Bids Due: **June 5, 2018 (REVISED)**
Pre-bid Conference: April 26, 2018 (HELD)

The below is hereby changed to read:

1. Reference Cover Page, Due Date/Time, revise to read: “**Due Date/Time: June 5, 2018 – 11:00 A.M. EST.**”
2. Reference Special Term and Condition, Paragraph U, entitled ‘Identification of Bid Envelope’, revise to read:

IDENTIFICATION OF BID ENVELOPE: The **signed** IFB response must be returned in a separate sealed envelope and identified as follows:

Vendor Name	
Street or Box Number	POSTAGE*
City, State, Zip Code	
	Department of General Services ATTN: Tiffany C. Walker, VCA Consolidated Procurement Unit (CPU) 1100 Bank St STE 724 Richmond VA 23219
IFB #: TCW-2018-0416	
IFB Title: Appraisal Services	
Due Date: June 5, 2018	
Time: 11:00 A. M. EST	
DSBSD #: _____	

*If an IFB response is mailed, the Bidder takes the risk that the envelope, even if marked as described above, may be inadvertently opened and the information compromised which may cause the response to be disqualified. IFB responses delivered that require an “Additional Postage Due” payment will not be accepted.



Department of General Services
Central Procurement Unit
1100 Bank Street
Suite 724
Richmond, VA 23119

IFB responses may be hand delivered to the designated location in the office issuing the solicitation.

No other correspondence or other IFB response should be placed in the envelope.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the IFB either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Respectfully,

Tiffany C. Walker /s/
tiffany.walker@dgs.virginia.gov
Contracting Officer

Holtzman Appraisal & Consulting Services, Inc.
Name of Firm

Stuart D. Holtzman, Owner/Managing Director.
Printed Name and Title


Signature

6-4-18
Date

Stuart D. Holtzman, MAI

Experience

Managing Director/Principal – Holtzman Appraisal & Consulting Services, Inc.

Mr. Holtzman has created his own company to continue his career-long specializations appraising complex properties for conservation easements and other IRS purposes, property tax appeals, litigation purposes, and Yellow Book/government entity assignments. Mr. Holtzman continues his work with land holdings and farms, master plans and subdivisions, golf courses, hotels and resort properties, as well as large industrial properties and anything that takes a high level of experience and expertise. Mr. Holtzman has created his own company to serve his specialized clients with superior focus and service.

Director for Integra Realty Resources - Richmond.

Mr. Holtzman specialized in the analysis and valuation of, and litigation support for, complex properties and assignments, including large land holdings, master planned communities and subdivisions, golf courses and resorts, large industrial facilities, conservation easements and government agency work. Mr. Holtzman worked for the Orange County, CA office of Integra Realty Resources from 2000 to 2002 and in 2008, and then for the Richmond office from 2009 to 2018. He has worked extensively in California and Virginia and in other states, as well.

Mr. Holtzman has completed assignments for government and public agencies for a wide variety of work, including feasibility studies, standard fee purchases of large acreages of land, rails to trails assignments, for both fee and easement ownership interest. Mr. Holtzman is proficient in eminent domain work, as well, and his Yellow Book certification is current. *See next page for partial list of government and non-profit agency clients.*

With respect to conservation easements, Mr. Holtzman provides from pre-easement consultation to detailed appraisals to support easement values. Also, reviewed work of other appraisers' work for consistency with applicable appraisal guidelines. He has helped many landowners, attorneys and easement brokers take the most efficient and least risky path in submitting easement applications and is on the Virginia Department of Taxation's short list of approved review appraisers for conservation easement appraisals.

Senior Appraisal Consultant, Virginia Department of Taxation. Mr. Holtzman spent much of 2015 in the public sector, training Board of Equalization members on property tax matters and assisting Commissioners of Revenue and local assessment offices on property tax law. Mr. Holtzman assisted the Land Preservation Tax Credit Unit in writing internal appraisal guidelines for conservation easements and with conservation easement review appraisal work.

Prior to moving to Virginia, Mr. Holtzman served as AVP/Commercial Reviewer for **Fremont Investment & Loan**, where he reviewed appraisals for three years of large, mixed-used and high-value properties in major metropolitan areas throughout the United States. He also worked with the **Main Group/GVI Consulting** performing market studies and valuations for master planned communities, golf courses, resorts, hotels, private fitness clubs, landfills and recycling centers.

While in California, Mr. Holtzman was Principal and Chief Executive Officer of **Prosperity Real Estate Investment, Inc.**, where he directed a real estate investment firm specializing in affordable condominium conversion projects, converting and/or renovating over 600 units in a five-year timeframe.

Since coming to Virginia, Mr. Holtzman founded REI Consulting, Inc. and Destiny Consulting, Inc., partnerships focused on real estate investment in apartment buildings and in single-family homes, for renovation, in North Carolina, Virginia, and Pennsylvania.

Holtzman Appraisal & Consulting
Services, Inc.

Serving all of Virginia

4308 Agnes Drive
Glen Allen, Virginia 23060

T 804-525-0948

F 949-743-8967

sholtzman@holtzmanappraisal.com

Stuart D. Holtzman, MAI

Professional Activities & Affiliations

Member: Appraisal Institute, Virginia Commonwealth Chapter
Member: Appraisal Institute, Southern California Chapter (since retired)
Board of Trustees – Real estate acquisitions, Centers for Spiritual Living
Licensed Prayer Practitioner (4 years of study), Centers for Spiritual Living
Unity Church of Richmond, Prayer Chaplain
Speaker on Appraising for IRS purposes (twice), at California CPA Society of West L.A.
Speaker Chair – Appraisal Institute’s Hotel Seminar, Summer of 1998

Licenses

Virginia, Certified General Real Estate Appraiser, 4001014484, Expires February 2020
Formerly held Certified General License in State of California, since retired

Education

University of California at Berkeley, Berkeley, CA
Bachelor of Arts – International Politics and Economics (December 1983)
Graduated with Honors in the Major

Appraisal Institute

Uniform Appraisal Standards for Federal Land Acquisitions (2018)
Valuation of Conservation Easements (2011, with seminar updates)
All courses and continuing education necessary to obtain and retain the MAI designation, which he has held since 2003.

Numerous other courses and seminars regarding real estate sales and negotiations, real estate appraising, business management, and real estate investing.

Qualified Before Courts & Administrative Bodies

Qualified Expert Witness:

U.S. Bankruptcy Court for the Eastern and Western Districts of Virginia
The Circuit Court for Augusta County
Los Angeles County District Court
Superior Court of California
United States District Court, Western District of Oklahoma

Partial List of Clients for Government and Non-Profit Agencies

Department of Interior (OVS, USFWS, etc.)
Commonwealth of Virginia, Department of Real Estate Services
Department of General Services
Trust for Public Land
Colonial Williamsburg Foundation
Catholic Diocese of Richmond
and a number of private and/or non-profit agencies, through attorneys and landowners, for the preservation of land, such as the Capital Region Land Conservancy, the Virginia Outdoors Foundation, The Nature Conservancy, and others.

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Services, Inc.

4308 Agnes Drive
Glen Allen, Virginia 23060

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F 949-743-8967

sholtzman@holtzmanappraisal.com

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400, Richmond, VA 23233
Telephone: (804) 367-8500

EXPIRES ON
02-29-2020

NUMBER
4001014484

REAL ESTATE APPRAISER BOARD
CERTIFIED GENERAL REAL ESTATE APPRAISER



STUART DARREN HOLTZMAN
4308 AGNES DRIVE
GLEN ALLEN, VA 23060



James W. DeBoer
James W. DeBoer Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400, Richmond, VA 23233
Telephone: (804) 367-8500

EXPIRES ON
05-31-2020

NUMBER
4008001948

REAL ESTATE APPRAISER BOARD
APPRAISAL BUSINESS REGISTRATION

HOLTZMAN APPRAISAL & CONSULTING SERVICES INC
4308 AGNES DRIVE
GLEN ALLEN, VA 23060



James W. DeBorja
James W. DeBorja Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)