MODIFICATION #1
TO
CONTRACT NUMBER DGS-180713-INT
BETWEEN
THE COMMONWEALTH OF VIRGINIA
AND
INTEGRA REALTY RESOURCES

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 Integra Realty Resources, hereinafter referred to as Integra Realty Resources, or "Contractor" relating to Contract #DGS-180713-INT 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 the Agreement. Except as specifically modified, all other terms and conditions of the Contract remain unchanged.

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 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 expiration of then current term.

Reference: Contract #DGS-180713-INT "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.

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.

INTEGRA REALTY RESOURCES	COMMONWEALTH OF VIRGINIA
BY:	BY:
NAME: Kenneth L. Brown	NAME: Ninikiekwe M. Harris, VCA
TITLE: Sr. Managing Director - Richmond	TITLE: Contract Officer, OCP
DATE: 7-9-19	DATE: 7/9/19

DEPARTMENT OF GENERAL SERVICES

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 #:	2. IFB #:	3. Date Issued:	4. Due Date / Time:
TO BE ISSUED AT TIME OF AWARD	TCW-2018-0416	April 16, 2018	May 15, 2018 / 2:00 P.M. EST

5. ISSUING OFFICE:	6. SHIP TO:
Department of General Services Central Procurement Unit (CPU) 1100 Bank Street, Suite 724 Richmond, Virginia 23219	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: Integra Realty Resources-Richmond
Address: 7110 Forest Ave, Ste 202
City/State/ZIP: Richmond VA 23226
Signature: [signature]
Printed Name: Kenneth L. Brown
Title: Senior Managing Director
Date: 6-5-18

Contractor's TIN: 56-1895335
eVA Vendor ID or DUNS No.: 081014214
State Corporation Commission No: T0745991
DSBSD Certification No.: Not applicable
Telephone No.: 804-346-2600 x209
Cell No.:
Email: KBrown@IRR.com

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

AWARD

10. ACCEPTED AS TO BID ITEM / CATEGORY NUMBERS:	11. AMOUNT:	12. AWARD DATE:
All Regions	$45,600	7/13/2018
13. COMMONWEALTH'S REPRESENTATIVE:	**14. COMMONWEALTH OF VIRGINIA**	
Tiffany Walker	By: Tiffany C. Walker	

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.	Initial
2. **Authorized Representative** – Complete the required information in Special Term and Condition E (Page 17), entitled "Authorized Representatives"	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	Initial
4. **State Corporation Commission** – Attachment A. Complete required information. Original signature Required	Initial
5. **Vendor Data Sheet** – Attachment B. Complete required information. Original signature Required	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	Initial
7. **Qualifications** – Specify for the Contractor's principal by initialing to the right possession of the following, as applicable:	
☐ **Certified General Real Estate Appraiser** license issued by the Real Estate Appraiser Board of the Commonwealth of Virginia	Initial
☐ **Certified Residential Real Estate Appraiser** license issued by the Real Estate Appraiser Board of the Commonwealth of Virginia	Initial
☐ ***"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	Initial

COMMONWEALTH OF VIRGINIA	**CONTRACTOR**
Department of General Services	Integra Realty Resources - Richmond
Director, Central Procurement Unit	7100 Forest Avenue Ste 202
1100 Bank Street, Suite 724	Richmond VA 23226
Richmond, VA 23219	Tel.: 804.346.2600 x209
Email: procurement@dgs.virginia.gov	Fax: 804.747.9140
Web: http://www.dgs.virginia.gov	Email: Rbrown@IRR.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.

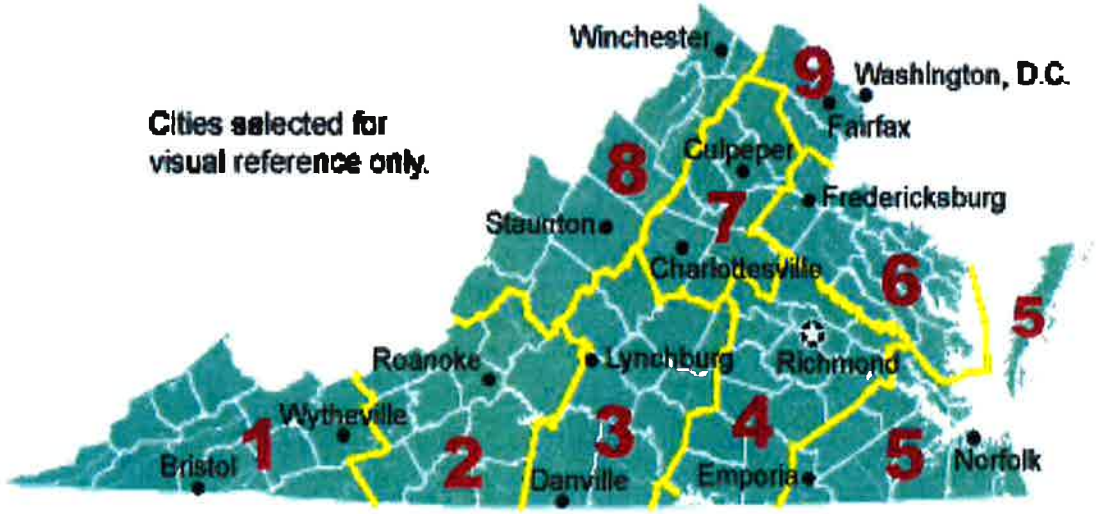
I. **BID PRICES:** Bid prices shall be in the form of a hourly rate price for each item during the Contract period.

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

SERVICES AND PRICING SCHEDULE

Area 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
#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 ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour
#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 ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour
#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 ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour

Area 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
#4 – Richmond **Counties:** Amelia, Brunswick, Charles City, Chesterfield, Dinwiddie, Goochland, Hanover, Henrico, Lunenburg, Mecklenburg, New Kent, Nottoway, Powhatan and Prince George **Cities:** Colonial Heights, Hopewell, Petersburg and Richmond **Towns:** Alberta, Ashland, Blackstone, Boydton, Brodnax, Burkeville, Chase City, Clarksville, Crewe, Kenbridge, La Crosse, Lawrenceville, McKenney, South Hill and Victoria ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour
#5 – Norfolk **Counties:** Accomack Isle of Wight, James City, Northampton, Southampton, Surry, Sussex, York and Greensville. **Cities:** Chesapeake, Emporia, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach and Williamsburg **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 ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour
#6 – Fredericksburg **Counties:** Caroline, Essex, Gloucester, King and Queen, King George, King William, Lancaster, Mathews, Middlesex, Northumberland, Richmond, Spotsylvania, Stafford and Westmoreland **Cities:** Fredericksburg **Towns:** Bowling Green, Colonial Beach, Irvington, Kilmarnock, Montross, Port Royal, Tappahannock, Urbanna, Warsaw, West Point and White Stone ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour

Area 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
#7 – Culpeper **Counties:** Albemarle, Culpeper, Fauquier, Fluvanna, Greene, Louisa, Madison, Orange and Rappahannock **Cities:** Charlottesville **Towns:** Culpeper, Gordonsville, Louisa, Madison, Mineral, Orange, Remington, Scottsville, Stanardsville, The Plains, Warrenton and Washington ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour
#8 – Staunton **Counties:** Alleghany, Augusta, Bath, Clarke, Frederick, Highland, Page, Rockbridge, Rockingham, Shenandoah and Warren **Cities:** Buena Vista, Covington, Harrisonburg, Lexington, Staunton, Waynesboro and Winchester **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 ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 150 /Hour	$ 150 /Hour	$ 225 /Hour
#9 – Northern Virginia **Counties:** Arlington, Fairfax, Loudoun and Prince William **Cities:** Alexandria, Fairfax, Falls Church, Manassas and Manassas Park **Towns:** Clifton, Dumfries, Hamilton, Haymarket, Herndon, Hillsboro, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Quantico, Round Hill and Vienna ☑ Include All of the Area ☐ Exclude All of the Area ☐ Include the Area, But Exclude Localities stricken through as reflected above.	$ 200 /Hour	$ 200 /Hour	$ 300 /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: T0742991

-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: _____

Name: Kenneth L. Brown
(Print)

Title: Manager

Name of Firm: Integra Realty Resources - Charlotte LLC dba Integra Realty Resources - Richmond

Date: 6-5-18

✱ 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: Ken Brown Phone: 804.344.2600

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

   60+ Years _____ Months

3. Vendor Information:

   FIN or FEI Number (If Company, Corporation, or Partnership): 56-1892335

   Social Security Number (If Individual): _____

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.

   a. Company: Union Bank & Trust Contact: Robert O. Rochester
   Address: 3900 Celestine Parkway, Ste 203, Richmond, VA 23233
   Phone: (804) 553-7807 Email: robert.rochester@bankatunion.com
   Project: Real estate appraisal services
   Dates of Service: 1/2/17-5/31/18 $ Value: $10,000

   b. Company: Williams Mullen Contact: Shane Smith
   Address: 999 Waterside Dr. Ste 1700, Norfolk VA 23510
   Phone: (757) 629-0706 Email: ssmith@williamsmullen.com
   Project: Real estate appraisal services
   Dates of Service: 1/2/17-5/31/18 $ Value: 37,400

   c. Company: Village Bank Contact: Lisa Robinson
   Address: 13319 Midlothian Tpk., Midlothian, VA 23113
   Phone: (804) 419.1470 Email: LRobinson@villagebank.com
   Project: Real estate appraisal services
   Dates of Service: 1/2/17-5/31/18 $ Value: $5,500

I certify the accuracy of this information.

Signed: _____ **Title:** Sr. Managing Director

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 and 42% of its plan on the bid due date. Currently, DSBSD offers small business certification to submit a small business designation to firms that qualify.

Certification applications are available through DSBSD online (Department of Small Business and Supplier Diversity Customer Service).

Bidder Name: _____

Preparer Name: _____

Date: _____

Instructions

A. If you are certified by the DSBSD as a 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 Contract that will be subcontracted to DSBSD-certified small business for this 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 goal of the Commonwealth.

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 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: _____

Attachment C-1 of C-2
IFB #TCW-2018-0416
Appraisal Services

Not Applicable

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 [illegible]nesses as part of joint ventures, partnerships, subcontractors, suppliers, etc. It is impo[illegible] to note that this proposed participation will be incorporated into the subsequent con[illegible] be a requirement of the Contract. Failure to obtain the proposed particip[illegible] 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	[illegible]	[illegible]ed Contract Dollars [illegible]uring Initial Period of the Contract ($ or %)
			[illegible]tus [illegible] Micr[illegible] Small Busine[illegible] is a[illegible] Wom[illegible] (W), Mi[illegible]rity (M)	[illegible]ct Pe[illegible] Teleph[illegible] F	
		[illegible]te #			
				Totals $	

[illegible]ate [illegible] tab[illegible] [illegible]sinesses in the [illegible] bidde[illegible]s to[illegible]l pric[illegible] limit[illegible]d to [illegible]SP [illegible]ceiv[illegible]d th[illegible] pa[illegible] of joi[illegible] [illegible] requi[illegible] [illegible]

Not Applicable

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: _____

Name in which appraiser holds Virginia license: Kenneth L. Brown

License Number: 4001-001436

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

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.

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: Brian Korach

Name in which appraiser holds Virginia license: Brian Korach

License Number: 4001016717

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

X Certified General Real Estate Appraiser

_____ Certified Residential Real Estate Appraiser

_____ Licensed Residential Real Estate Appraiser

_____ Appraiser Trainee

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? X No _____ Yes
4. Have you completed training in application of the current edition of UASFLA that was approved for appraiser continuing education credit? X 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.

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: M. Alexander Bates

Name in which appraiser holds Virginia license: Malcolm Alexander Bates

License Number: 4001017054

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

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.

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: Nancy B Tritt

Name in which appraiser holds Virginia license: Nancy B Tritt

License Number: 4001 011765

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

X Certified General Real Estate Appraiser

_____ Certified Residential Real Estate Appraiser

_____ Licensed Residential Real Estate Appraiser

_____ Appraiser Trainee

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 X Yes

4. Have you completed training in application of the current edition of UASFLA that was approved for appraiser continuing education credit? _____ No X 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

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
   City, State, Zip Code

   POSTAGE*

   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

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

Interra Realty Resources - Richmond
Name of Firm

Kenneth L. Brown, Sr. Managing Director
Printed Name and Title

Signature

6-5-18
Date

Kenneth L. Brown, MAI, FRICS, CCIM

Integra Realty Resources
Richmond

7110 Forest Avenue, Suite 202
Richmond, VA 23226

T 804-346-2600
F 804-747-9140

irr.com

Experience

Senior Managing Director of Integra Realty Resources - Richmond.

Commercial Real Estate Appraiser, Integra Realty Resources - Richmond/Rountrey & Associates, Inc., 1996 to present, and Appraisal Group, Inc., 1990-1996. Prepared appraisal and consultative reports on retail, office, industrial, multi-family, special purpose, institutional, mixed-use, and subdivision properties and vacant land located in Virginia, North Carolina, and Tennessee.

Graduate Research Assistant, Virginia Real Estate Research Center, 1988 to 1990. Responsibilities included the research for and writing of Major Real Estate Markets In Virginia and other center publications. Assisted center director with research, surveys, and tutoring of various real estate topics.

Intern, Robert B. Miller and Associates, 1988. Assisted reassessment team with the appraisal and reassessment of residential, agricultural, and commercial properties located in Louisa County, Virginia.

Trust Specialist, Sovran Bank, N.A., 1984 to 1988. Developed and implemented reconciliation procedures for various Trust Department accounts.

Professional Activities & Affiliations

Member: Appraisal Institute - MAI, Virginia Commonwealth Chapter
Member: The Royal Institution of Chartered Surveyors - RICS #1273016
Member: CCIM Institute, DC-Maryland-Virginia Chapter
Member: National Association of Realtors, CCIM Institute Affiliate
Member: Virginia Association of Realtors
Member: Circle of Excellence, Virginia Commonwealth University
Member: Association of Real Estate Alumni, Virginia Commonwealth University, Charter Member

Licenses

Virginia, Certified General Real Estate Appraiser, 4001001436, Expires March 2020

Education

Virginia Commonwealth University, Master of Science in Business with concentration in Real Estate and Urban Land Development, 1989

University of Richmond, Bachelor of Arts in Economics, 1982

Appraisal Institute
Uniform Appraisal Standards for Federal Land Acquisitions (2012)
Fundamentals of Separating Real Property, Personal Property and Intangible Business Assets (2012)

Various other Appraisal Institute and CCIM courses and seminars

kbrown@irr.com - 804-346-2600 x209

COMMONWEALTH of VIRGINIA

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

EXPIRES ON
03-31-2020

NUMBER
4001001436

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

KENNETH L BROWN
8010 CAMERON ROAD
RICHMOND, VA 23229

DPOR

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

Jay W. DeBoer, Director

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

Andrew Cable, MAI

Experience

Senior analyst with Integra Realty Resources-Raleigh. Began appraisal career in June 2009, working for Springside Partners, LLC in Charlotte, NC assisting with appraisal reviews. Began conducting appraisals in February 2011 with HCP Advisors, Inc. in Austin, TX.

Experienced in valuation of a wide variety of property types including vacant land, industrial, single and multi-tenant retail properties, general and medical offices, subsidized and market rent multifamily properties, mixed-use developments, and several various special purpose properties.

Professional Activities & Affiliations

Appraisal Institute, Member (MAI) , September 2016

Licenses

North Carolina, General Appraiser, A7810, Expires June 2019
Virginia, General Appraiser, 4001017015, Expires April 2020

Education

Bachelor of Arts Degree, History; Davidson College Davidson, NC (2009)

Appraisal courses completed are as follows:

Basic Appraisal Principles
Basic Appraisal Procedures
Residential Market Analysis & Highest and Best Use
General Appraiser Market Analysis & Highest and Best Use
USPAP, Uniform Standards of Professional Appraisal Practice
General Appraiser Site Valuation and Cost Approach
Real Estate Finance Statistics and Valuation Modeling
General Appraiser Sales Comparison Approach
General Appraiser Income Capitalization I
General Appraiser Income Capitalization II
Commercial Appraisal Review
Advanced Income Capitalization
Advanced Market Analysis and Highest & Best Use
Advanced Concepts & Case Studies
Quantitative Analysis

Integra Realty Resources
Raleigh

8382 Six Forks Rd.
Suite 200
Raleigh, NC 27615

T 919.847.1717
F 919.847.1714

irr.com

acable@irr.com - 919.847.1717

NORTH CAROLINA APPRAISAL BOARD

APPRAISER QUALIFICATION CARD

Expires June 30, 2019

REGISTRATION / LICENSE / CERTIFICATE HOLDER

18 ANDREW W CABLE 19

A7810	G	Y
APPRAISER NUMBER	TYPE	NATIONAL REGISTRY

A. Cable

APPRAISER'S SIGNATURE

EXECUTIVE DIRECTOR

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone (804) 367-8500

EXPIRES ON 04-30-2020

NUMBER 4001017015

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

ANDREW WATSON CABLE
103 PINE LANE
CHAPEL HILL, NC 27514

DPOR

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

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

Brian A. Korach, MAI

Integra Realty Resources
Richmond

7110 Forest Avenue, Suite 202
Richmond, VA 23226

T 804.346.2600
F 804.747.9140

irr.com

Experience

Director for Integra Realty Resources – Richmond. Prepares commercial real estate appraisal and consultative reports. Over 10 years of commercial real estate appraisal and consulting experience throughout Virginia, Maryland, Washington, DC, North Carolina, and West Virginia.

Joseph J. Blake & Associates, 2017-18, Richmond, VA and Washington, DC
IRR-Richmond, 2015-17, Richmond, VA, Senior Analyst
CBRE, Inc., 2007-2015, McLean, VA and Richmond, VA
Fairfax County, Department of Tax Administration, 2005-2007, Fairfax, VA
First Guaranty Mortgage Corporation, 2004-2005, McLean, VA
Madison Investment Fund, REIT Analyst, 2001-2003, Harrisonburg, VA

Assignments span a wide variety of properties including but not limited to retail, industrial, flex, conventional and LIHTC apartments, manufactured housing, student housing, hotels, offices, automobile dealerships, adaptive reuse, mixed-use, self-storage, special purpose properties and vacant land.

Professional Activities & Affiliations

Member: Appraisal Institute and Virginia Commonwealth Chapter
Attendee: 2009 Appraisal Institute Leadership & Advisory Council

Licenses

Virginia, Certified General Real Estate Appraiser, 4001016717, Expires July 2019
Maryland, Certified General Real Estate Appraiser, 40032837, Expires January 2020

Education

James Madison University, Harrisonburg, VA
Bachelor of Science Degree in Economics

University of British Columbia
Diploma Program in Urban Land Economics and Real Property Assessment
Courses 811 and 821

Appraisal Institute:
Successfully completed all of the necessary courses, comprehensive exams, the demonstration of knowledge, and the specialized experience requirement needed to qualify for the MAI Designation.
International Association of Assessing Officers
Fundamentals of Real Property Appraisal
Northern Virginia Association of Realtors
Completed all residential salesperson pre-licensing education

bkorach@irr.com - 804-346-2600 x202

COMMONWEALTH of VIRGINIA

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

EXPIRES ON
07-31-2019

NUMBER
4001016717

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

BRIAN ANDREW KORACH
5324 OLDE MILBROOK DRIVE
GLEN ALLEN, VA 23060

DPOR

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

Jay W. DeBoer, Director

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

Chris R. Morris, MAI, FRICS

Integra Realty Resources
Raleigh

8382 Six Forks Road
Suite 200
Raleigh, NC 27615

T (919) 847-1717
F 919.847.1714

irr.com

Experience

Senior Managing Director of Integra Realty Resources-Raleigh. Mr. Morris has been actively engaged in real estate since 1986. He joined Integra after 11 years as a Principal with Shaw Boykin & Morris. Prior to becoming Principal, he was a Staff Appraiser for 6 years with Shaw/Boykin & Associates. Before joining Shaw/Boykin & Associates, Mr. Morris worked as a Staff Appraiser and Utilities Agent for the N.C. Department of Transportation. Mr. Morris has a broad range of experience in valuation and analysis of many types of real estate.

Professional Activities & Affiliations

Member: International Right of Way Association, October 2010
Board of Director: NC Chapter Appraisal Institute, January 2008 - December 2010
Member: Appraisal Institute, June 1992
Royal Institute of Chartered Surveyors, Fellow (FRICS) , June 2012

Licenses

North Carolina, State Certified General Real Estate Appraiser, A266, Expires June 2019
North Carolina, State Licensed Real Estate Broker, 084603, Expires June 2018
South Carolina, State Certified General Real Estate Appraiser, CG 6958, Expires June 2020
Virginia, State Certified General Real Estate Appraiser, 4001 015036, Expires August 2018

Education

Phillips Academy, Andover, MA (1979)

B.A. Degrees, Economics and Organizational Behavior & Management, Brown University, Providence, RI (1984)

Real Estate courses completed are as follows:

Report Writing and Valuation Analysis
Standards of Professional Practice
Case Studies in Real Estate Valuation
Capitalization Theory & Techniques, Part B
Capitalization Theory & Techniques, Part A
Residential Valuation
Basic Valuation Procedures
Real Estate Appraisal Principles
Principles of Real Estate Management
Commercial Real Estate Finance
Commercial/Industrial Real Estate
Cost Estimating
Construction Methods and Materials
Real Estate Brokerage Operations
Real Estate Finance
Real Estate Law
Fundamentals of Real Estate

cmorris@irr.com - (919) 847-1717 x101

NORTH CAROLINA APPRAISAL BOARD

APPRAISER QUALIFICATION CARD

Expires June 30, 2019

REGISTRATION / LICENSE / CERTIFICATE HOLDER

18 CHRISTOPHER R MORRIS 19

A266	G	Y
APPRAISER NUMBER	TYPE	NATIONAL REGISTRY

APPRAISER'S SIGNATURE

EXECUTIVE DIRECTOR

BCD1272569

State of South Carolina
Department of Labor, Licensing and Regulation
Real Estate Appraisers Board

CHRISTOPHER R MORRIS

Is hereby entitled in practice as a:

Certified General Appraiser

License Number: **6958**

Expiration Date: 06/30/2020
OFFICE COPY

Laura L. Smith
Administrator

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

Telephone: (804) 367-8500

EXPIRATION 08-31-2018

NUMBER 4301015036

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

CHRISTOPHER R MORRIS
8382 SIX FORKS ROAD
SUITE 200 - INTEGRA REALTY RESOURCES
RALEIGH, NC 27615

DPOR

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

John D. Scott, Jr., MAI, MRICS

Integra Realty Resources
Charlotte

214 W. Tremont Avenue
Suite 200
Charlotte, NC 28203

T 704-376-0295
F 704-342-3704

irr.com

Experience

Managing Director of Integra Realty Resources - Charlotte. Began appraising in May 1993 with Stout-Beck & Associates and in June 1998, became a North Carolina State-Certified General Real Estate Appraiser. In 1994 became a North Carolina Real Estate Salesman.

Appraised a wide variety of property types including but not limited to: vacant land, industrial, manufacturing and distribution facilities, single and multi-tenant retail properties, general and medical offices, subdivision analyses, gas marts, multi-family apartment and condominium complexes, proposed mixed-use developments, and special purpose properties.

Professional Activities & Affiliations

Committee: Metrolina Branch Chapter of The Appraisal Institute, January 2002
Committee: Metrolina Branch Chapter of The Appraisal Institute, January 2003
Member: Appraisal Institute LDAC Participant, January 2003 - December 2005
Vice President: Metrolina Branch Chapter of The Appraisal Institute, January 2004
President: Metrolina Branch of The Appraisal Institute, January 2005
Director: NC Chapter of The Appraisal Institute, January 2005 - January 2007
Associate Guidance Chair: NC Chapter of The Appraisal Institute, January 2006 - January 2008

Royal Institute of Chartered Surveyors, Member (MRICS) , December 2007
Secretary: NC Chapter of The Appraisal Institute, January 2007 - January 2008
Vice President: NC Chapter of The Appraisal Institute, January 2008 - January 2009
President Elect: NC Chapter of The Appraisal Institute, January 2009 - January 2010
President: NC Chapter of The Appraisal Institute, January 2010 - January 2011

Licenses

North Carolina, Certified General Real Estate Appraiser, A4175, Expires June 2019
North Carolina, Real Estate Broker, 148584, Expires June 2018
South Carolina, State Certified General Real Estate Appraiser, CG5147, Expires June 2020
Georgia, Certified General Real Property Appraiser, 368269, Expires February 2019
Virginia, Certified General Real Estate Appraiser, 4001017475, Expires November 2018

Education

B.A. Degree, English, Wofford College, Spartanburg, SC (1993)

Appraisal courses completed are as follows:
110 Appraisal Principles (R-1 equivalent)
R-2, Valuation Principles and Procedures
R-3, Applied Residential Property Valuation
G-1, Introduction to Income Property Appraisal
G-2, Advanced Income Capitalization Procedures
G-3, Applied Income Property Valuation
410/420, Standards of Professional Practice, Part A and B
510, Advanced Income Capitalization
520, Highest and Best Use and Market Analysis
530, Advanced Sales Comparison and Cost Approach

jscott@irr.com - 704.206.8258

John D. Scott, Jr., MAI, MRICS

Education (Cont'd)

540, Report Writing
550, Advanced Applications

Articles and Publications

"Small-Market Valuations," Commercial Investment Real Estate, August 2013

Qualified Before Courts & Administrative Bodies

North Carolina State Property Tax Commission

NORTH CAROLINA APPRAISAL BOARD
APPRAISER QUALIFICATION CARD
Expires June 30, 2019

18 JOHN D SCOTT JR 19

A4175 | G | Y

State of South Carolina
Department of Labor, Licensing and Regulation
Real Estate Appraisers Board
JOHN D SCOTT Jr
Is hereby entitled in practice as a:
Certified General Appraiser
License Number: 5147
Expiration Date: 06/30/2020
OFFICE COPY
Administrator

JOHN DEADERICK SCOTT, JR
368269
Status ACTIVE
CERTIFIED GENERAL REAL PROPERTY APPRAISER

ORIGINALLY LICENSED
02/26/2016
END OF RENEWAL
02/28/2019

THIS LICENSE EXPIRES IF YOU FAIL TO PAY RENEWAL FEES OR IF YOU FAIL TO COMPLETE ANY REQUIRED EDUCATION IN A TIMELY MANNER.

State of Georgia
Real Estate Commission
Suite 1000 - International Tower
229 Peachtree Street, N.E.
Atlanta, GA 30303-1605

LYNN DEMPSEY
Real Estate Commissioner

14401502

jscott@irr.com - 704.206.8258

Integra Realty Resources
Charlotte

214 W. Tremont Avenue
Suite 200
Charlotte, NC 28203

T 704-376-0295
F 704-342-3704

irr.com

COMMONWEALTH of VIRGINIA

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

EXPIRES ON
11-30-2018

NUMBER
4001017475

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

JOHN DEADERICK SCOTT JR
214 W TREMONT AVENUE
SUITE 200
CHARLOTTE, NC 28203

DPOR

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

M. Scott Smith, MAI

Integra Realty Resources
Raleigh

8382 Six Forks Rd.
Suite 200
Raleigh, NC 27615

T (919) 847-1717
F 919.847.1714

irr.com

Experience

Director with Integra Realty Resources - Raleigh. Began appraisal career in September, 2007, working for Integra Realty Resources - Charlotte after employment as a mortgage loan officer.

Specializes in multifamily valuation but has appraised a wide variety of property types including but not limited to: vacant land, agricultural properties, industrial, manufacturing and distribution facilities, single and multi-tenant retail properties, general and medical offices, subdivision analyses, gas marts, proposed and existing mixed use developments, and several various special purpose properties. Additionally, he developed the greenhouse nursery and container nursery template utilized nationally by Integra Realty Resources.

Professional Activities & Affiliations

Appraisal Institute, Member (MAI) , August 2014

Licenses

North Carolina, State Certified General Real Estate Appraiser, A7627, Expires June 2018
Virginia, State Certified General Real Estate Appraiser, 4001 016353, Expires October 2018

Education

B. S. Degree, Agriculture Business Management, NC State, Raleigh, NC (2004)

Appraisal courses completed are as follows:

R-1 Introduction to Real Estate Appraisal
R-2, Valuation Principles and Practices
R-3, Applied Residential Property Valuation
USPAP, Uniform Standards of Professional Appraisal Practice
Statistics, Modeling and Finance
Argus Discounted Cash Flow Software
General Appraiser Sales Comparison Approach
General Appraiser Site Valuation and Cost Approach
General Appraiser Report Writing and Case Studies
General Appraiser Income Approach, Part I
General Appraiser Income Approach, Part II
General Appraiser Market Analysis and Highest and Best Use
Expert Witness for Commercial Appraisers
Commercial Appraisal Review
Business Practices and Ethics
Advanced Income Capitalization
Advanced Market Analysis and Highest and Best Use
Quantitative Analysis
Advanced Concepts and Case Studies

ssmith@irr.com - (919) 847-1717

NORTH CAROLINA APPRAISAL BOARD

APPRAISER QUALIFICATION CARD

Expires June 30, 2018

REGISTRATION / LICENSE / CERTIFICATE HOLDER

17 **M SCOTT SMITH** 18

A7627	G	Y
APPRAISER NUMBER	TYPE	NATIONAL REGISTRY

APPRAISER'S SIGNATURE — EXECUTIVE DIRECTOR

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON	NUMBER
10-31-2018	4001016353

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

MATTHEW SCOTT SMITH
8382 SIX FORKS RD ST 200
RALEIGH, NC 27615

DPOR

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

VOID

Fitzhugh L. Stout, MAI, CRE

Integra Realty Resources
Charlotte

214 W. Tremont Avenue
Suite 200
Charlotte, NC 28203

T 704.376.0295
F 704.342.3704

irr.com

Experience

Senior Managing Director of Integra Realty Resources - Charlotte. Actively engaged in real estate since 1975 in the fields of real estate valuation and consulting as well as development and ownership of investment real estate. Mr. Stout has a broad range of experience in valuation and analysis of all types of real estate including apartments; business parks; hotels/motels; offices; medical offices; adaptive reuse projects; manufacturing facilities; warehouses; bulk distribution facilities; mini-warehouses; shopping centers; residential subdivisions; planned unit developments; vacant land; golf courses; churches; restaurants; marinas and special purpose properties. Other services include consultation, market studies, feasibility studies, condemnation, tax appeals and expert court testimony. Areas of specialty include adaptive reuse and mixed-use, urban infill valuation and consulting.

Professional Activities & Affiliations

Affiliate: National Association of Realtors
Chairman: N.C./S.C. CRE Chapter, January 2001
President: NC Chapter of Appraisal Institute, January 1996
Member: Appraisal Institute, October 1982
Member: The Counselors of Real Estate, April 1999
Member: Charlotte Region Commercial Board of Realtors
Member: Lamda Alpha International, an Honorary Land Economics Society
Member: The Greater Charlotte Hospitality and Tourism Alliance
Royal Institute of Chartered Surveyors, Fellow (FRICS) , December 2007 - February 2017

Licenses

North Carolina, Appraiser, A1093, Expires June 2019
South Carolina, State Certified General Real Estate Appraiser, CG 1790, Expires June 2018
Virginia, Appraiser, 4001017499, Expires January 2019
Georgia, Certified General Real Property Appraiser, 380327, Expires July 2018

Education

B.S. Degree, N.C. State University (1972).

Successfully completed numerous real estate related courses & seminars sponsored by the Appraisal Institute.

Currently certified by the Appraisal Institute's voluntary program of continuing education for its designated members.

Qualified Before Courts & Administrative Bodies

United States Federal Bankruptcy Court, Charlotte, North Carolina
Mecklenburg County District Court, Charlotte, North Carolina
North Carolina Superior Court
Mecklenburg County Board of Equalization and Review
Wilkes County Board of Equalization and Review
North Carolina State Property Tax Commission

fstout@irr.com - 704.206.8254

Fitzhugh L. Stout, MAI, CRE

Qualified Before Courts & Administrative Bodies (Cont'd)

Cabarrus County Board of Equalization and Review
Lincoln County Board of Equalization and Review

NORTH CAROLINA APPRAISAL BOARD
APPRAISER QUALIFICATION CARD
Expires June 30, 2019

REGISTRATION / LICENSE / CERTIFICATE HOLDER

18 FITZHUGH L STOUT 19

A1093	G	Y
APPRAISER NUMBER	TYPE	NATIONAL REGISTRY

APPRAISER'S SIGNATURE — EXECUTIVE DIRECTOR

BCD 1158457

State of South Carolina
Department of Labor, Licensing and Regulation
Real Estate Appraisers Board

FITZHUGH L STOUT

Is hereby entitled in practice as a:

Certified General Appraiser

License Number: **1790**

Expiration Date: 06/30/2018
POCKET CARD

Laura L. Smith
Administrator

FITZHUGH LEE STOUT

#	380327
Status	ACTIVE

END OF RENEWAL
07/31/2018

CERTIFIED GENERAL REAL PROPERTY APPRAISER

THIS LICENSE EXPIRES IF YOU FAIL TO PAY RENEWAL FEES OR IF YOU FAIL TO COMPLETE ANY REQUIRED EDUCATION IN A TIMELY MANNER.

State of Georgia
Real Estate Commission
Suite 1000 - International Tower
229 Peachtree Street, N.E.
Atlanta, GA 30303-1605

LYNN DEMPSEY
Real Estate Commissioner

8273117

Integra Realty Resources
Charlotte

214 W. Tremont Avenue
Suite 200
Charlotte, NC 28203

T 704.376.0295
F 704.342.3704

irr.com

fstout@irr.com - 704.206.8254

COMMONWEALTH of VIRGINIA

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

EXPIRES ON
01-31-2019

NUMBER
4001017499

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

FITZHUGH LEE STOUT
214 W TREMONT AVENUE
SUITE 200
CHARLOTTE, NC 28203

DPOR

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

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (05/2015)

Nancy Tritt, MAI, SRA, FRICS

Integra Realty Resources
Greensboro

5411-A Friendly Avenue
Greensboro, NC 27410

T 336.676.6033
F 336.676.6025

irr.com

Experience

Senior Managing Director of Integra Realty Resources - Greensboro. Nancy has been engaged in real estate appraisal since 2003. She joined Integra after 8 years at McNairy & Associates. She has appraised a wide variety of property types including but not limited to: vacant land, industrial, manufacturing and distribution facilities, single and multi tenant retail properties, general and medical offices, subdivision analyses and special purpose properties.

Professional Activities & Affiliations

NC Chapter Appraisal Institute - Associate Guidance Committee Chair, January 2011 - December 2012

NC Chapter Appraisal Institute - Admissions Committee Chair, January 2011 - December 2012

NC Chapter Appraisal Institute - Development and Retention Committee Co-Chair, January 2011 - December 2012

The North Carolina Appraisal Board - Experience Review Workshop, May 2010
The Appraisal Institute - Demonstration Report Grading Panel, May 2010 - December 2017
The Appraisal Institute - Leadership & Development, March 2005
NC Chapter Appraisal Institute - Newsletter Columnist, December 2005
NC Chapter Appraisal Institute - Associates Program Chair, January 2006 - December 2006
NC Chapter Appraisal Institute - Associates Recording Chair, January 2007 - December 2007

NC Chapter Appraisal Institute - Associates Vice Chair, January 2008 - December 2008
NC Chapter Appraisal Institute - Candidate Committee Chair, May 2010 - December 2013
Member: The Appraisal Institute, June 2009
Royal Institute of Chartered Surveyors, Fellow (FRICS) , June 2012

Licenses

North Carolina, Certified General Appraiser, A6036, Expires June 2018
South Carolina, State Certified General Real Estate Appraiser, CG5779, Expires June 2018
Virginia, Certified General Appraiser, 4001-011765, Expires October 2018
West Virginia, Certified General Appraiser, CG472, Expires September 2018

Education

B.S. Degree, Economics, University of North Carolina - Greensboro, Greensboro, NC (1988)

Real Estate courses/seminars completed are as follows:
Appraising Small Subdivisions
Land Valuation
Rates & Ratios
Market Analysis & Site To Do Business
Valuing Convenience Stores
Forecasting Revenues
Valuing Office Buildings: A Contemporary Approach
Valuing Small Hotels and Motels
Valuing Subdivisions
USPAP Update
Business Ethics and Practices

ntritt@irr.com - 336.676.6033

Nancy Tritt, MAI, SRA, FRICS

Education (Cont'd)

Advanced Income Capitalization
Market Analysis & Highest and Best Use
Advanced Sales Comparison & Cost Approach
Advanced Applications
Condemnation Appraising: Principles and Applications
Valuing Historic Preservation Easements
Introduction to Business Valuation
Uniform Appraisal for Federal Land Acquisitions

Integra Realty Resources
Greensboro

5411-A Friendly Avenue
Greensboro, NC 27410

T 336.676.6033
F 336.676.6025

irr.com

NORTH CAROLINA APPRAISAL BOARD
APPRAISER QUALIFICATION CARD
Expires June 30, 2018

REGISTRATION / LICENSE / CERTIFICATE HOLDER

17 **NANCY BONSALL TRITT** 18

A6036	G	Y
APPRAISER NUMBER	TYPE	NATIONAL REGISTRY

APPRAISER'S SIGNATURE — EXECUTIVE DIRECTOR

BCD1157861

State of South Carolina
Department of Labor, Licensing and Regulation
Real Estate Appraisers Board

NANCY B TRITT

Is hereby entitled to practice as a:

Certified General Appraiser

License Number: 5779

Expiration Date: 06/30/2018

OFFICE COPY — Administrator

ntritt@irr.com - 336.676.6033

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON
10-31-2018

NUMBER
4001011765

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER

NANCY B TRITT
3501 REYNOLDA ROAD
WINSTON-SALEM, NC 27106

DPOR

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

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (05/2015)

State of West Virginia

1992 Real Estate Appraiser Licensing & Certification Board

This is to certify that

NANCY B TRITT
5411 W. FRIENDLY AVE. #A
GREENSBORO NC 27410
CERTIFIED GENERAL CG472

Board Chairman

M. Kyle Winters, MAI, ASA

Integra Realty Resources
Charlotte

214 W. Tremont Avenue
Suite 200
Charlotte, NC 28203

T 704-376-0295
F 704-342-3704

irr.com

Experience

Director with Integra Realty Resources - Charlotte. Been engaged in real estate appraisal since 2005, and in April 2008 became a North Carolina State-Certified General Real Estate Appraiser.

Has appraised a variety of property types including, but not limited to: vacant land, industrial, manufacturing and distribution facilities, single and multi-tenant retail properties, general and medical offices, mixed-use developments, subdivision analyses, multifamily apartments, hotels, golf courses, and special purpose properties.

Has completed no less than four (4) going concern appraisals on special use properties within the last 36 months.

Professional Activities & Affiliations

American Society of Appraisers (ASA) , March 2014
Appraisal Institute, Member (MAI) , January 2013

Licenses

North Carolina, Certified General, A6825, Expires June 2018
North Carolina, Real Estate Broker, 237979, Expires June 2018
South Carolina, State Certified General Real Estate Appraiser, CG 6622, Expires June 2018
Virginia, Certified General, 4001017222, Expires March 2019

Education

B.S. Degree, Finance, Virginia Tech, Blacksburg, VA (2001)

Appraisal courses completed are as follows:

R1-Introduction to Real Estate Appraisal
R2-Valuation Principles & Procedures
R3-Applied Residential Property Values
R4-USPAP
G1-Introduction to Income Property Appraisal
G2-Advanced Income Capitalization Procedures
G3-Applied Income Property Valuation
Advanced Income Capitalization (formerly 510)
General Market Analysis & Highest and Best Use (formerly 520)
Advanced Sales Comparison & Cost Approach (formerly 530)
Subdivision Valuation
Advanced Applications (formerly 550)
Report Writing and Valuation Analysis (formerly 540)
General Comprehensive Exam (October 2010)

kwinters@irr.com - 704.206.8256