

**MODIFICATION #1
TO
CONTRACT NUMBER DGS-180713-MGM
BETWEEN
THE COMMONWEALTH OF VIRGINIA
AND
MGM MILLER VALUATIONS**

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 MGM Miller Valuations, hereinafter referred to as MGM Miller Valuations, or "Contractor" relating to Contract #DGS-180713-MGM 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 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 expiration of the then current term.

Reference: Contract #DGS-180713-MGM "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.

MGM MILLER VALUATIONS

COMMONWEALTH OF VIRGINIA

BY: Patrice Fishel

BY: Niniekwe M. Harris

NAME: Patrice Fishel

NAME: Niniekwe M. Harris, VCA

TITLE: Office Administrator

TITLE: Contract Officer, OCP

DATE: 07-08-2019

DATE: 7/8/19



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>MG MILLER RICHMOND RESIDENTIAL</u>	Contractor's TIN: <u>36-4621675</u>
Address: <u>5316 PATTERSON AVE</u>	eVA Vendor ID or DUNS No.: <u>828286661</u>
City/State/ZIP: <u>RICHMOND, VA 23226</u>	State Corporation Commission No.: <u>S241903-6</u>
Signature: <u>Alex J. Uminski</u>	DSBSD Certification No.: <u>717433</u>
Printed Name: <u>ALEX J. UMINSKI</u>	Telephone No.: <u>(804) 288-9583</u>
Title: <u>MANAGER</u>	Cell No.: <u>(804) 339-7196</u>
Date: <u>5-14-2018</u>	Email: <u>ALEXU@MG.MILLER.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>\$95000</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>	

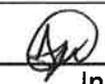
NOTE: This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against a bidder because of race, religion, color, sex, national origin, age, disability, sexual orientation, gender identity, political affiliation, or veteran status 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.	 _____ 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:	 _____ Initial
<input type="checkbox"/> Certified General Real Estate Appraiser license issued by the Real Estate Appraiser Board of the Commonwealth of Virginia	_____ Initial
<input type="checkbox"/> Certified Residential Real Estate Appraiser license issued by the Real Estate Appraiser Board of the Commonwealth of Virginia	_____ Initial
<input 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	 _____ 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>

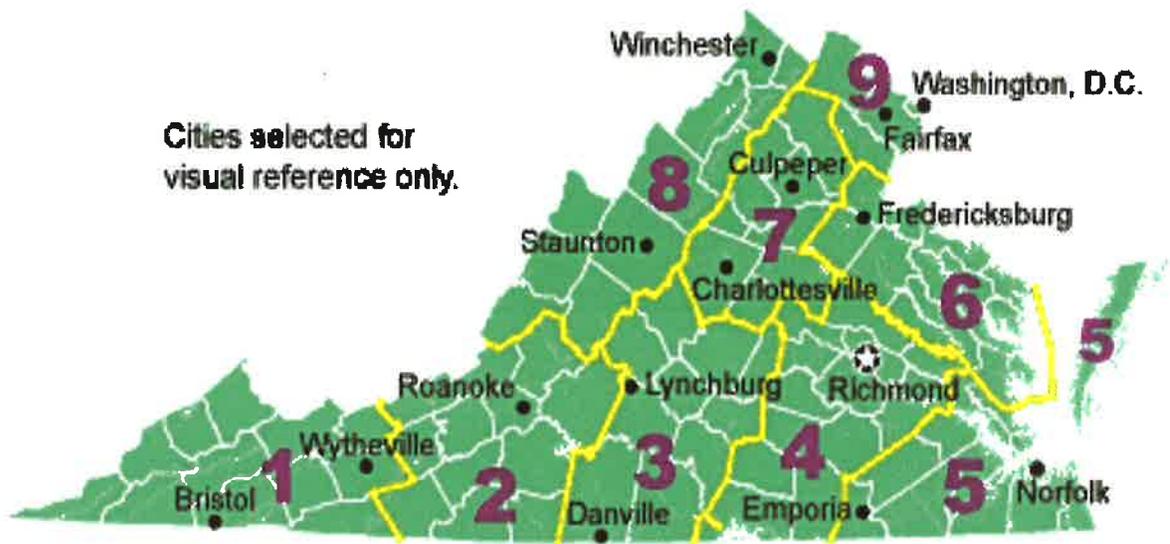
CONTRACTOR

MG MILLER RICHMOND RESIDENTIAL LLC
5316 PATTERSON AVE
RICHMOND, VA 23236
Tel.: 804-288-9583
Fax: 804-288-3355
Email: ALEX.U@MGIMILLER.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
<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, Chillhowie, 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 type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ _____/Hour	\$ _____/Hour	\$ _____/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 type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ _____/Hour	\$ _____/Hour	\$ _____/Hour
<p>#3 – Lynchburg Counties: Amherst, Appomattox, Buckingham, Campbell, Charlotte, Cumberland, Halifax, Nelson, Plittsylvania 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 type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</u> /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 <input type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</u> /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, Cherlton, 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 <input type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</u> /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 <input type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</u> /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 <input type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</u> /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, Eikton, 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 <input type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</u> /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 <input type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area <input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.	\$ <u>200</u> /Hour	\$ <u>200</u> /Hour	\$ <u>200</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: S241903-6

-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: Alex Uminski

Name: ALEX UMINSKI
(Print)

Title: MANAGER

Name of Firm: MGMILLER RICHMOND RESIDENTIAL LLC

Date: 5-14-2018

*** 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: ALEX UMINSKI Phone: 804-339-7196

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

27 Years 6 Months

3. Vendor Information:

FIN or FEI Number (If Company, Corporation, or Partnership): 36-4621675

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: VIRGINIA COMMONWEALTH BANK Contact: IVANA NICHOLS

Address: 100 S MAIN ST KILMARNOCK, VA 22482

Phone: (804) 435-4149 Email: IVANA.NICHOLS@VCB.BANK

Project: SEVERAL

Dates of Service: 3-1-2015 TO PRESENT \$ Value: \$1,000,000+

b. Company: TOWNEBANK Contact: JOEL TAYLOR

Address: 6001 HARBOUR VIEW BLVD SUFFOLK, VA 23435

Phone: (757) 638-6824 Email: JOEL.TAYLOR@TOWNEBANK.NET

Project: SEVERAL

Dates of Service: 3-1-2015 TO PRESENT \$ Value: \$1,000,000+

c. Company: DOMINION ENERGY Contact: PHILIP BENNINGHOVE

Address: ONE JAMES RIVER PLAZA 12TH FLOOR 701 E. CARY ST RICHMOND, VA

Phone: (804) 771-6072 Email: PHILIP.W.BENNINGHOVE@DOMINIONENERGY.COM

Project: 567 LINE REPLACEMENT (CHARLES CITY COUNTY)

Dates of Service: 8-23-17 TO 12-3-17 \$ Value: 15,000

I certify the accuracy of this information.

Signed: Alex Uminski Title: MANAGER

**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: MGMILLER RICHMOND RESIDENTIAL LLC

Preparer Name: ALEX UMINSKI

Date: 5-14-2018

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: 717433 Certification Date: 9/29/2015

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 %)
717433	SMALL BUS	ALEX UMINSKI	APPRAISAL	100%	100%
Totals \$					

THIS WILL BE KEPT IN HOUSE
WE WILL NOT BE USING SUB CONTRACTORS.

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: Alex Uminski

Name in which appraiser holds Virginia license: ALEX UMINSKI

License Number: 4001 001450

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.



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

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

MG MILLER VALUATIONS RICHMOND RESIDENTIAL LLC
Name of Firm

ALEX UMNINSKI
Printed Name and Title

Alex Umninski
Signature

6/14/2018
Date

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

4001001450

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER



ALEX JOHN UMINSKI
13211 DRAKEWOOD RD
MIDLOTHIAN, VA 23113



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

Jan W. DeBoer
Jan W. DeBoer, Director

(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
05-31-2019

NUMBER
4008001841

REAL ESTATE APPRAISER BOARD
APPRAISAL BUSINESS REGISTRATION



MGMILLER VALUATIONS RICHMOND RESIDENTIAL LLC
P O BOX 8667
RICHMOND, VA 23226



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

Jay W. DeBoer
Jay W. DeBoer, Director

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)



2018 CITY OF RICHMOND BUSINESS LICENSE

POST IN PUBLIC VIEW

The person, firm or corporation named below is granted this license pursuant to the provision of the City Code of Ordinances to engage in, carry on or transact the business, trade, calling, profession, exhibition or occupation described below for the period indicated. **It is the responsibility of the applicant/licensee to ensure that his/her business complies with all applicable City codes and the City zoning ordinance. In the event it is determined that the business does not comply, the business license may be revoked by the City.** This license is nontransferable. Please note that it is your responsibility to renew and update this license annually.

No. 13028

SHALL BE RENEWED BY:

March 01, 2019

Name: MGMILLER VALUATIONS.RICHMOND RESIDENTIAL

Business Address: 5316 PATTERSON AVE RICHMOND, VA 23226

Business Description: REAL ESTATE CONSULTANT

Owner: MGMILLER VALUATIONS RICHMOND RESIDENTIAL

Account Number: 1010235



CITY OF RICHMOND • 900 E. BROAD STREET, ROOM 103 • RICHMOND, VA 23219 • www.richmondgov.com

ALEX J. UMINSKI, SRA, AI-RRS
QUALIFICATIONS

Experience: SUPERVISORY RESIDENTIAL APPRAISER/MANAGER: MG Miller Valuations Inc. Richmond, VA. Appraises agricultural, commercial, multifamily and residential properties throughout Virginia. As Supervisory Appraiser, specializes in unique, complex and rehabilitated residential properties. Full time appraising since 1986. Received SRA designation in 1993. Manages eight appraisers for the firm and assists them in problem solving.

FHA COMPLIANCE INSPECTOR: MG Miller Valuations Inc. Richmond, VA. Makes property inspections to assure compliance with FHA minimum property standards on both new construction and existing homes. Received FI number in 1995.

FHA 203K CONSULTANT: MG Miller Valuations Inc. Richmond, VA. Performs feasibility studies to determine if the property can utilize FHA 203K financing. Writes and assembles the work write up that is required for FHA 203K financing. Assembles rehabilitation costs and architectural exhibits. Performs draw and final inspections. Received consultant status in 1994.

CONSTRUCTION CONSULTANT: MG Miller Valuations Inc. Richmond, VA. Reviews and analysis construction cost estimates and plans. Performs draw inspections for both residential and commercial construction. Specializes in church construction and renovation.

LEAD APPRAISER for Dominion Virginia Power: MG Miller Valuations Inc. Richmond, Va. Performed appraisals, reviewed appraisals, gave court testimony, and coordinated a team of appraisers for the 60 mile Carson to Suffolk Transmission Line.

Employment with Michael G. Miller and Associates: August 1, 1991 to Present.

EXECUTIVE VICE PRESIDENT: Niess and Associates, Inc. Reviewed and appraised agricultural, commercial, multifamily and residential properties throughout central Virginia. Performed inspections for clients. Performed cost estimates for new construction and renovations. Managed an office of 6 full time appraisers from July 1, 1987 to July 31, 1991. Employment with Niess and Associates, Inc.: July 1, 1986 to July 31, 1991

STRUCTURAL ENGINEER: Hanson and Associates. Designed and worked on projects from single family homes to fifteen story hotels to sports facilities. Performed inspections to verify compliance to the project's specifications and the actual structure. Worked with BOCA, CABO, OSHA and Municipal Codes. From 1984 to 1986.

Education: Old Dominion University, Norfolk, VA
 B.S. Degree in Civil Engineering Technology
 Courses included: Structures, Environmental Engineering, Surveying, Engineering Economics.
 Received E.I.T. in October, 1981

Society of Real Estate Appraisers:
- Course 101-Introduction to Appraising Real Property, 1987
- Course 102-Applied Residential Property Valuation, 1988
- Standards of Professional Practice, 1989
- Narrative Writing Seminar, 1990

Appraisal Institute:
- Standards of Professional Practice and Uniform Standards, 1992, 1998, 2004,2014
- Complex Residential Appraisal Seminar, 1993
- Virginia Appraisal Law Seminar 1993, 1995, 1998
- New URAR Appraisal Seminar, 1993
- Residential Roundtable Seminar, 1993

- Understanding Limited Scope Appraisal Seminar, 1994
- Passed Appraisal Institute 310 Examination
- FHA and the Appraisal Process, 1999
- Advanced Income Capitalization, 2001
- Passed Appraisal Institute 510 Examination, 2001
- Valuation for Financial Report Purposes, 2003
- Economics of Residential Appraisal, 2003
- Relocation Issues, 2003
- Breaking Away for Residential Form Reports, 2004
- Critical Thinking A critical Skill for an Uncertain Environment, 2004
- Beating the Clock and Increase Your Billing, 2004
- Professionals Guide to the New URAR, 2005
- Appraisal Institute Conference, Seattle, 2005
- Appraising Manufactured Housing, 2005
- National USPAP Equivalent Course, 2006
- Copyright for Professional Appraisers, 2007
- Uniform Standards of Appraisal Practice Update, 2007
- Analyzing Distressed Real Estate, 2008
- Extraordinary vs. Hypothetical Assumptions, 2008
- Report Writing and Valuation Analysis, 2008
- Right of Way Seminar, 2009
- National USPAP Required Update – 2010
- Advanced Application, Spring 2010
- Appraising Contaminated Properties, 2010
- Fannie Mae – Uniform Appraisal Dataset Requirements, 2011
- National USPAP Required Update – 2011
- Highest and Best Use/6 Step Approach – 2012
- Distinctions Between Real Assets and Business Assets - 2012
- Certified Green Appraisal Class – 2013
- Practical Regression Using Microsoft Excel -2013
- 2013 National Appraisal Institute Conference – July 2013
- Business Practices and Ethics – December 2013
- Review Theory – Residential – January 2014
- Introduction to High Energy Efficient Buildings – April 2014
- Residential Case Studies – “Green Homes” – April 2014
- Supervisor/Trainee Class – September 2015
- Solar Valuation for Residential/Commercial – October 2015
- National USPAP Required Update – 2016
- AI National Conference - July 2016
- Business Practices and Ethic, December 2016
- Leader Development and Assessment, Washington DC, May 2017
- Hot Topics and Myths regarding Appraiser Liability, October 2017
- Valuation of Easements, November 2017
- National USPAP Required Update – December 2017

Virginia Commonwealth University:

- BUS 431 Advanced Real Estate Appraisal, Spring, 1994

Association Membership:

- Appraisal Institute - Residential Member SRA designation - September 16, 1993
- Appraisal Institute – Residential Review Specialist AI-RRS designation – April 30, 2014
- Appraisal Institute – Commonwealth Chapter 2013 Chapter President
- Appraisal Institute- Certified “Green” Appraiser
- Appraisal Institute – Reviewer of “Green” Home Study- Washington DC

Appraisal Institute – Virginia Commonwealth Chapter President 2013
 Appraisal Institute – Virginia Commonwealth Chapter Public Relations Director 2016
 Virginia Coalition of Appraisers – Treasurer -2014 to 2016
 Appraisal Institute – Professional Practice Compliance and Enforcement Committee 2016, 2017, 2018
 Appraisal Institute – Region V Chapter Services Chair 2017, 2018
 Appraisal Institute – Residential Appraiser Project Team 2017

Richmond Board of Realtors
 Licensed Sales Person – February 2010
 Licensed Associate Broker – January 2015
 Appraiser Member of the Central Virginia Region MLS – 2015 & 2016

Certified Green Appraiser 2013 by Earth Advantage Institute

Author of State Law Allowing Appraisers to perform Evaluations in the Commonwealth of Virginia
 Signed by Governor McAuliffe June 2017

November 13, 2017 – Lobbied Congress to Prevent FNMA and FHLMC actions of issuing Property Waiver

State Certified, General Appraiser, Virginia License Number: 4001-001450
 North Carolina Number: A7163

Qualified as Expert Witness, City of Richmond, County of Henrico, County of Chesterfield, County of Goochland, County of Prince George, County of Dinwiddie, County of Hanover, County of Southampton, City of Suffolk, County of Isle of Wight

Federal Court Case	5/11/2007	Richmond Dist – Fire Insurance Dispute – Midkiff, Muncie, and Ross
Court Case	6/6/2008	Count of Chesterfield – Divorce Case – Clifford and Duke
Court Case	6/9/2008	Court Case Henrico – Divorce Case – Owen and Owens
Depositions	7/30/2008	Builder/Homeowner Dispute – Rothenburg, Streeter, Tluchak
Court Case	9/26/2008	County of Hanover – Divorce Case – Barnes and Deihl
Court Case	10/20/2008	City of Petersburg – Partition Suit – Thompson McMullen
Court Case	12/19/2008	County of Goochland – Builder/Homeowner Disput – Rothenburg, Streeter, Tluchak
Court Case	1/13/2009	County of Nottoway – Partition Suit – Thompson McMullen
Arbitration	3/19/2009	County of Caroline – Partition Suit – Larry D. Catlett and Associates
Court Case	8/31/2009	County of Henrico – Divorce Case – Rice & Everhart
Appraisal Process	9/16/2009	City of Norfolk – Markel Insurance – Midkiff, Muncie, and Ross
Court Case	11/6/2009	County of Chesterfield – Divorce Case – Jennings and Jennings
Court Case	4/27/2010	County of Prince George – Eminent Domain – Dominion Power
Court Case	5/13/2010	County of Southampton – Eminent Domain - Dominion Power
Court Case	1/11/2011	City of Richmond – Divorce Case – Batzli Wood and Stiles, PC
Court Case	4/12/2011	County of Isle of Wight – Petition Suit – Dominion Power
Court Case	4/22/2011	County of Henrico – Petition Suit – Thompson and McMullin
Court Case	5/12/2011	City of Suffolk – Petition Suit – Dominion Power
Court Case	5/31/2011	City of Richmond – Divorce Case – Batzli Wood and Stiles, PC
Court Case	7/18/2011	County of Sussex – Petition Suit – Dominion Power
Court Case	10/11/2011	County of Prince George – Petition Suit – Dominion Power
Court Case	12/19/2011	County of Prince George – Petition Suit – Dominion Power
Court Case	2/15/2012	City of Hopewell – Petition Suit – Thompson and McMullin
Mediation	3/6/2012	County of Henrico – Divorce Case – Sharon Jacobs
Court Case	3/8/2012	City of Richmond – Petition Suit – Thompson and McMullin
Court Case	3/30/2012	County of Chesterfield – Divorce Case – Jamie Sexton
Court Case	4/17/2012	City of Suffolk – Petition Suit – Dominion Power
Court Case	9/25/2012	County of Henrico – Adverse Possession – Curry vs. Lucas

Depositions	2/25/2013	County of Chesterfield – Divorce Case – Barnes & Diehl, PC
Court Case	3/25/2013	County of Henrico – Divorce Case – Smith and Strong
Court Case	6/19/2013	County of Chesterfield-Divorce Case-Barnes & Diehl, PC
Court Case	9/27/2013	County of Henrico-Property Settlement-Harold and Chambliss
Court Case	10/15/2013	County of Lunenburg – Petition Suit – Thompson and McMullin
Depositions	11/6/2013	County of Henrico – Divorce Case – Hall and Hall
Court Case	03/31/2014	County of Henrico – Petition Suit – Thompson and McMullin
Court Case	4/30/2014	City of Richmond – Petition Suit – Thompson and McMullin
Court Case	8/22/2014	Town of Farmville – Divorce Case – Lock & Quinn PC
Court Case	10/22/2014	Chesterfield County – Property Settlement – Barnes & Diehl
Court Case	9/14/2015	City of Richmond – Petition Suit – Thompson and McMullin
Court Case	6/20/2016	County of Henrico – Divorce Case – Freidman Law Firm
Court Case	7/5/2016	County of Henrico – Divorce Case – Barnes & Diehl, PC
Court Case	11/07/2016	County of Hanover – Divorce Case – Law Offices of Deanna Cook
Court Case	11/08/2016	County of Chesterfield – Divorce Case – Duty, Duty, and Landry
Court Case	7/26/2017	County of Henrico – Property Boundary Dispute – Richard Knapp
Appraisal Process	9/25/2017	City of Richmond – Virginia Property Insurance Association
Court Case	12/11/2017	County of Albemarle – Divorce Case – Owen and Owens



CRUM & FORSTER

EST. 1822 A FAIRFAX COMPANY

Policy Number: 924-226403-4

305 Madison Avenue Morristown, NJ 07962

North River Insurance Company

**MISCELLANEOUS PROFESSIONAL LIABILITY
PLATINUM MANAGEMENT PROTECTION**

NOTICE: THIS IS A CLAIMS MADE AND REPORTED POLICY. EXCEPT AS OTHERWISE PROVIDED HEREIN, THIS POLICY PROVIDES COVERAGE FOR **CLAIMS** FIRST MADE AGAINST THE **INSUREDS** AND REPORTED TO THE **INSURER** DURING THE **POLICY PERIOD**. **DEFENSE EXPENSES** ARE INCLUDED WITHIN THE LIMIT OF LIABILITY AND REDUCE THE LIMIT OF LIABILITY. PLEASE READ CAREFULLY. WORDS AND PHRASES WHICH ARE PRINTED IN **BOLD ITALIC TYPEFACE** HAVE SPECIFIC MEANING AND ARE DEFINED IN SECTION IV. OF THE POLICY.

Item 1.	Named Insured & Street Address: MMiller Valuations – Richmond Residential, LLC 5316 Patterson Avenue Richmond, Virginia 23226
Item 2.	Policy Period: From September 29, 2017 (Effective) To September 29, 2018 (Expiration) (12:01 a.m. local time at the address shown in Item 1)
Item 3.	Limit of Liability: \$ 1,000,000 each Claim and in the Policy Aggregate inclusive of Defense Expenses
Item 4.	Deductible: \$ 10,000 each Claim inclusive of Defense Expenses
Item 5.	Premium: \$ 11,323
Item 6.	Professional Services: Solely in the performance of professional services as a residential real estate appraiser, agent and broker for others for a fee.
Item 7.	Prior Acts Date: April 20, 1990
Item 8.	Extended Reporting Period: (a) <u>12</u> Months (b) Additional Premium: 100% of the annual premium
Item 9.	The following endorsements, if any, are made a part of this policy at issuance: <ul style="list-style-type: none">• IL P 001 01 04 U.S. Treasury Department's OFAC Advisory Notice to Policyholders• MI 07 002 01 15 Signature Page• MEO-AMEND-VA (08/08) Virginia Amendatory Endorsement• MEO-E-173 (10/11) Appraisal & Consulting Endorsement• MEO-E-151 (04/10) Specific Entity Exclusion Endorsement

These Declarations, the application, and the policy with endorsements attached thereto, constitute the entire agreement between the **Insurer** and the **Insured**.

Countersigned (if required by law):  Date: September 22, 2017