

**MODIFICATION #1
TO
CONTRACT NUMBER DGS-180713-RIN
BETWEEN
THE COMMONWEALTH OF VIRGINIA
AND
RINKER DESIGN ASSOCIATES, P.C.**

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 Rinker Design Associates, P.C., hereinafter referred to as Rinker Design Associates, P.C. or "Contractor" relating to Contract #DGS-180713-RIN 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-RIN "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.

RINKER DESIGN ASSOCIATES, P.C.

COMMONWEALTH OF VIRGINIA

BY:

Thomas Blaser

BY:

Niniekwe M. Harris

NAME: Thomas J. Blaser

NAME: Niniekwe M. Harris, VCA

TITLE: Director of Right of Way

TITLE: Contract Officer, OCP

DATE: 07/08/2019

DATE: 7/9/19



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>Rinker Design Associates, P.C.</u>	Contractor's TIN: <u>54-1191817</u>
Address: <u>9385 Discovery Boulevard #200</u>	eVA Vendor ID or DUNS No.: <u>eVA Vendor ID: E33070</u>
City/State/ZIP: <u>Manassas, VA 20109</u>	State Corporation Commission No: <u>02270627</u>
Signature: <u><i>Thomas J. Blaser</i></u>	DSBSD Certification No.: <u>652784</u>
Printed Name: <u>Thomas J. Blaser</u>	Telephone No.: <u>(703) 368-7373</u>
Title: <u>Director of Transportation Services & Right of Way</u>	Cell No.: <u>(540) 316-8239</u>
Date: <u>June 5, 2018</u>	Email: <u>tblaser@rdacivil.com</u>

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

AWARD

10. ACCEPTED AS TO BID ITEM / CATEGORY NUMBERS: <u>Regions 4, 5, 6, 7, 8, 9</u>	11. AMOUNT: <u>\$95,000</u>	12. AWARD DATE: <u>7/13/2018</u>
13. COMMONWEALTH'S REPRESENTATIVE: <u>Tiffany Walker</u>	14. COMMONWEALTH OF VIRGINIA By: <u><i>Tiffany Walker</i></u>	

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

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

BID FORM COMPLETION CHECKLIST

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

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

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

COMMONWEALTH OF VIRGINIA

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

CONTRACTOR

Thomas J. Blaser
Director of Transportation Services and Right of Way
Rinker Design Associates, P.C.
Tel.: (703) 368-7373
Fax: (703) 257-5443
Email: tblaser@rdacivil.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;



2. Authorized Representatives

Rinker Design Associates, P.C. (RDA) acknowledges the following:

This Contract may be modified in accordance with §2.2-4309 of the Code of Virginia. Such modifications may only be made by the representatives authorized to do so denoted below, or their duly authorized designees. No modifications to this Contract shall be effective unless in writing and signed by the duly authorized representative of both parties. No term or provision hereof shall be deemed waived and no breach excused unless such waiver or consent to breach is in writing.

Any Contract issued on a firm fixed price basis may not be increased more than twenty-five percent (25%) or \$50,000, whichever is greater, without the approval of the Governor of the Commonwealth of Virginia or their authorized designee.

Authorized Representatives:

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

Thomas J. Blaser
Director of Transportation Services & Right of Way
9385 Discovery Boulevard, Suite 200
Manassas, VA 20109
Tel: (703) 368-7373
Fax: (703) 257-5443
Email: tblaser@rdacivil.com

Mo Kim, P.E., DBIA
President & COO
9385 Discovery Boulevard, Suite 200
Manassas, VA 20109
Tel: (703) 368-7373
Fax: (703) 257-5443
Email: mkim@rdacivil.com

SERVICES AND PRICING SCHEDULE

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

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>#4 – Richmond</p> <p>Counties: Amelia, Brunswick, Charles City, Chesterfield, Dinwiddie, Goochland, Hanover, Henrico, Lunenburg, Mecklenburg, New Kent, Nottoway, Powhatan and Prince George</p> <p>Cities: Colonial Heights, Hopewell, Petersburg and Richmond</p> <p>Towns: Alberta, Ashland, Blackstone, Boydton, Brodnax, Burkeville, Chase City, Clarksville, Crewe, Kenbridge, La Crosse, Lawrenceville, McKenney, South Hill and Victoria</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ 95 /Hour	\$ 165 /Hour	\$ 130 /Hour
<p>#5 – Norfolk</p> <p>Counties: Accomack Isle of Wight, James City, Northampton, Southampton, Surry, Sussex, York and Greensville.</p> <p>Cities: Chesapeake, Emporia, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach and Williamsburg</p> <p>Towns: Accomac, Belle Haven, Bloxom, Boykins, Branchville, Cape Charles, Capron, Cheriton, Chincoteague, Clarendon, Courtland, Dendron, Eastville, Exmore, Hallwood, Ivor, Jarratt, Keller, Melfa, Nassawadox, Newsoms, Onancock, Onley, Painter, Parksley, Saxis, Smithfield*, Stony Creek, Surry, Tangier, Wachapreague, Wakefield, Waverly and Windsor</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ 95 /Hour	\$ 165 /Hour	\$ 130 /Hour
<p>#6 – Fredericksburg</p> <p>Counties: Caroline, Essex, Gloucester, King and Queen, King George, King William, Lancaster, Mathews, Middlesex, Northumberland, Richmond, Spotsylvania, Stafford and Westmoreland</p> <p>Cities: Fredericksburg</p> <p>Towns: Bowling Green, Colonial Beach, Irvington, Kilmarnock, Montross, Port Royal, Tappahannock, Urbanna, Warsaw, West Point and White Stone</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ 95 /Hour	\$ 165 /Hour	\$ 130 /Hour

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>#7 – Culpeper</p> <p>Area: Albemarle, Culpeper, Fauquier, Fluvanna, Greene, Louisa, Madison, Orange and Rappahannock</p> <p>Cities: Charlottesville</p> <p>Towns: Culpeper, Gordonsville, Louisa, Madison, Mineral, Orange, Remington, Scottsville, Stanardsville, The Plains, Warrenton and Washington</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ <u>95</u> /Hour	\$ <u>165</u> /Hour	\$ <u>130</u> /Hour
<p>#8 – Staunton</p> <p>Counties: Alleghany, Augusta, Bath, Clarke, Frederick, Highland, Page, Rockbridge, Rockingham, Shenandoah and Warren</p> <p>Cities: Buena Vista, Covington, Harrisonburg, Lexington, Staunton, Waynesboro and Winchester</p> <p>Towns: Berryville, Boyce, Bridgewater, Broadway, Clifton Forge, Craigs ville, Dayton, Edinburg, Elkton, Front Royal, Glasgow, Goshen, Grottoes, Iron Gate, Luray, Middletown, Monterey, Mount Crawford, Mount, Jackson, New Market, Shenandoah, Stanley, Stephens City, Strasburg, Timberville, Toms Brook and Woodstock</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ <u>95</u> /Hour	\$ <u>165</u> /Hour	\$ <u>130</u> /Hour
<p>#9 – Northern Virginia</p> <p>Counties: Arlington, Fairfax, Loudoun and Prince William</p> <p>Cities: Alexandria, Fairfax, Falls Church, Manassas and Manassas Park</p> <p>Towns: Clifton, Dumfries, Hamilton, Haymarket, Herndon, Hillsboro, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Quantico, Round Hill and Vienna</p> <p><input checked="" type="checkbox"/> Include All of the Area <input type="checkbox"/> Exclude All of the Area</p> <p><input type="checkbox"/> Include the Area, But Exclude Localities stricken through as reflected above.</p>	\$ <u>95</u> /Hour	\$ <u>165</u> /Hour	\$ <u>130</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: 02270627

-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: Thomas J. Blaser
(Print)

Title: Director of Transportation Services & Right of Way

Name of Firm: Rinker Design Associates, P.C.

Date: June 5, 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: Thomas J. Blaser Phone: (703) 368-7373

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

36 Years 4 Months

3. Vendor Information:

FIN or FEI Number (If Company, Corporation, or Partnership): 54-1191817

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: Prince William County DOT Contact: Mr. Rick Canizales

Address: 5 County Complex Court, Prince William, VA 22192

Phone : (703) 792-6825 Email: rcanizales@pwcgov.org

Project: Minnieville Road Widening

Dates of Service: 2016 \$ Value: 1,900,000 (design)

b. Company: Stafford County DPW Contact: Mr. Alex Owsiak, P.E.

Address: 1300 Courthouse Road, Stafford, VA 22554

Phone : (540) 658-4593 Email: aowsiak@staffordcountyva.gov

Project: Garrisonville Road Improvements

Dates of Service: 2014-2015 \$ Value: 1,585,400 (design)

c. Company: City of Manassas, VA Contact: Mr. Ryan Foster

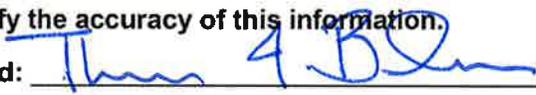
Address: 8500 Public Works Drive, Manassas, VA 20110

Phone : (703) 257-8475 Email: vdindigal@manassasva.gov

Project: Prince William Street Improvements

Dates of Service: 2017 \$ Value: 175,000 (design)

I certify the accuracy of this information.

Signed:  Title: Director of Transportation Services & Right of Way

**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: Rinker Design Associates, P.C.

Preparer Name: Spencer Harris

Date: 05 June, 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: 652784 Certification Date: 9/12/2006

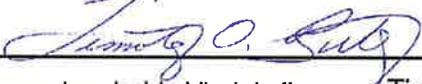
Section B – Plans for Utilization of DSBSD-Certified Small Businesses for this Procurement

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 %)
Totals \$					

ATTACHMENT D
Real Estate Appraiser Data Sheet

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

Signature: 

Name in which appraiser holds Virginia license: Timothy O Butler

License Number: 4001001792

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.



Tim Butler, MAI, SR/WA

Relevant Experience

VDOT Central Office Richmond, VA: Program Manager responsible for ROW project certification and scheduling to advance project to advertisement. Evaluated statuses of VDOT ROW acquisition and utilities relocations for VDOT-administered projects by meeting with Division managers and senior management to ensure on-time delivery of property rights. Oversaw the Division's budget and evaluated actual-to-budget performance while planning the fiscal year budget. Administered Division Freedom of Information Act (FOIA) responses. Performed Division quarterly metrics reporting and analyzed Division performance for review with the management team. Evaluated complex real estate appraisals upon request and made recommendations for their advancement to negotiations. Negotiated for the acquisition of property rights (including once eminent domain has been exercised). Assisted with relocating displacees. Provided justification to reach administrative settlements above the appraised value of a property. Assisted with responding to requests to review proposed law and federal changes in regulation to determine impacts on VDOT policies related to ROW and utilities. Evaluated proposed legislation in the General Assembly related to ROW and utilities and assisted with impact statement development. (Prior positions at VDOT include: ROW Team Leader, Eminent Domain Appraisal Coordinator, Assistant Appraisal Program Manager, and Appraisal Systems Analyst.)

Integra Realty Resources, Glen Allen, VA: Analyst (Independent Contractor) responsible for completing commercial real estate property valuations within predetermined deadlines.

U.S. Route 1 Widening, Prince William County, VA: Appraisal Manager responsible for coordinating appraisals and review appraisals for 70 commercial parcels, utilizing staff and contract appraisers to meet predetermined deadlines. Project scope consists of the widening of U.S. Route 1 from four to six lanes from Featherstone Road to Mary's Way.

Sidewalk Projects, Fairfax County, VA: Appraisal Manager responsible for appraising an office site, as well as land acquired from five residential properties converted to business use, within predetermined deadlines on several projects.

Loudoun County Firing Range, Loudoun County, VA: Appraisal Manager responsible for overseeing the appraisal of three residential parcels to acquire property rights necessary to complete intersection improvements at Shreve Mill Road and Evergreen Mills Road.

Rappahannock Electric Cooperative, Warren County, VA: Appraised a proposed substation site with two potential locations on site in Warren County, VA to assist with facilitating acquisition discussions with the property owner.

Resume

Rinker Design Associates, P.C.

Role

Appraisal Review

Years of Experience

16 (1.5 with RDA)

Education

BA, Concentration in Real Estate and Urban Land Development, 1990, Virginia Commonwealth University; Post Baccalaureate Certificate, Real Estate & Urban Land Development, 1988, VCU; BS, Business Administration and Management, 1983, VCU

Professional Registrations

Designated MAI: Appraisal Institute; Designated Senior ROW Agent (SR/WA): IRWA; CGREA: VA, #4001 01792, 1992; IRWA Member

Qualifications

Mr. Butler has 16 years of experience in the field of ROW, including 14 with VDOT's ROW Section, where he was involved with completing appraisals for eminent domain purposes, reviewing appraisals for negotiations approval, reviewing expert appraisers' work product for litigation, and assisting with policy development. He also evaluated proposed legislation and developed impact statements. Mr. Butler worked with the State ROW Manager to help oversee design-build project compliance with law, regulation, and VDOT ROW policy. While doing so, he served as a technical ROW expert reviewing Statements of Qualifications and attending proprietary meetings to address ROW concerns for DB projects. Mr. Butler is experienced in appraising for eminent domain, lending, asset management, and real estate consulting purposes to establish market values. He has served the ROW industry at both the local and national level through his membership on both Chapter and National Boards of Directors of the Appraisal Institute and as President of Chapter 52 of the IRWA.



Tim Butler, MAI, SR/WA

Relevant Coursework

VDOT Courses

VDOT: Appraisal Workshop	2018
VDOT: Appraisal Workshop	2017
VDOT: National USPAP Update	2017

IRWA Courses

Integrating Appraisal Standards	2018
Problems in the Valuation of Partial Acquisitions	2016

Appraisal Institute (AI) Courses:

Review Theory - General	2017
Supervisory Appraiser/Trainee Appraiser Course	2015
Online Search Strategies	2014
Spotlight on USPAP: Extraordinary Assumptions and Hypothetical Conditions	2014
Marketability Studies: Six-Step Process & Basic Applications	2014
7-hour National USPAP Course	2013
General Demonstration Report Writing	2012
General Demonstration Report – Capstone Program	2012
Appraising the Appraisal: Appraisal Review General	2011
Sales Comparison Valuation of Small Mixed-Use Properties	2011
Business Practices and Ethics	2011
Condemnation Appraising: Principles and Applications	2009
Tenant Credit Analysis	2009
General Demonstration Report Writing Seminar	2009
Federal Agency Update	2009
Case Studies in Commercial Highest and Best User	2008
Appraising Environmentally Contaminated Properties	2008
Land Valuation Adjustment Procedures	2008



COMMONWEALTH of VIRGINIA

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

EXPIRES ON
09-30-2018

NUMBER
4001001792

REAL ESTATE APPRAISER BOARD

CERTIFIED GENERAL REAL ESTATE APPRAISER



TIMOTHY O BUTLER
925 DISPATCH RD
QUINTON, VA 23141



July W. DeBorja
July W. DeBorja, Director

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

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: Christopher S Calamos

License Number: 4001012863

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.



Christopher Calamos, CRREA

Relevant Experience

Mountain View Road (Route 627) and Poplar Road (Route 616) Safety Improvements, Stafford County, VA: Negotiator responsible for preparing the offer packages (included all the necessary documents to make a bona fide offer), meeting with property owners (to explain the overall project and its specific impact to their property), negotiating agreements between the County and the property owners, and preparing justification letters for increased settlement amounts.

Truslow Road (Route 652) Realignment and Safety Improvements PPTA/Design-Build, Stafford County, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally-administered project consisting of 27 parcels. Project scope consists of making safety improvements as well as the realignment of a portion of Truslow Road. Tasks include coordination with the Designer and utility coordinator to address landowners' concerns, coordinating with fee appraiser to complete appraisal assignments, coordination with the title company, presentation and justification of counter offers to the County for review and consideration, and overseeing staff negotiators.

Route 1 Widening, Prince William County, VA: Relocation Project Manager. Project consists of 70 parcels, including 52 commercial relocations and one residential relocation. Project scope consists of the widening of Route 1. Tasks include preparing negotiation offer packages, negotiating with landowners, preparation of relocation documents, overseeing the relocations on the project, and directly handling relocations of both commercial and residential displaces on the project. Negotiations and relocation assistance are ongoing.

Northfax Intersection and Drainage Project, City of Fairfax, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally-administered project consisting of 23 parcels (including 8 business & 2 personal property relocations). Project scope consisted of the improving the intersection of Fairfax Blvd and Chain Bridge Road as well as addressing drainage issues along Fairfax Blvd. Tasks include coordination with the designer and utility coordinator to address landowners' concerns, coordinating with fee appraiser to complete appraisal assignments, coordination with the title company, presentation and justification of counter offers to the City for review and consideration, negotiation, and relocation of the impacted businesses.

VDOT Middle Ground Boulevard Improvements Design-Build (City of Newport News, VA: Appraisal Manager responsible for appraising the acquisitions needed from the various properties (which were primarily commercial in nature) for this road improvement project for VDOT, which involved the extension of Middle Ground Boulevard. The acquisition areas involved were fee ROW and permanent and temporary easements as well as third party utility easements.

Resume

Rinker Design Associates, P.C.

Role Appraisals

Years of Experience
15 (6 with RDA)

Education
BA, Business Administration, 1997,
Radford University

Professional Registrations
Certified Residential Real Estate
Appraiser (CRREA): VA (2007
#4001012863); Real Estate Board,
Salesperson License: VA (1998 #0225
047944); International ROW
Association (IRWA): member

Qualifications
Mr. Calamos joined RDA in 2011 with 10 years of experience with VDOT's ROW Section, where he was involved with all aspects of the ROW process including completing appraisals for Eminent Domain purposes, establishing values for surplus property as well as developing market studies, generating sales brochures, and developing project estimates. Additional duties included negotiating with landowners for property needed for highway projects, providing relocation assistance for displaced landowners for both residential and commercial properties, and the sale of surplus state-owned property to the public. Mr. Calamos is a licensed real estate appraiser with experience appraising for lending purposes, estate planning, government agencies, and establishment of market values. He is also a licensed real estate agent with experience in both residential and commercial sales and leasing, which involved market analysis of properties to establish marketing value, marketing campaign development, negotiation of sales and lease agreements, and analysis of contracts and lease agreements. Mr. Calamos is a member of the International ROW Association (IRWA) and an approved appraiser on VDOT's approved fee appraiser panel.



Christopher Calamos, CRREA

Relevant Coursework

Appraisal Institute Courses:

Marketability Studies: Six-Step Process & Basic Applications	2014
7 Hour National USPAP Update Course	2012
7 Hour National USPAP Equivalent Course	2011
Residential Challenge: Declining Markets & Sales Concessions	2011
Online Real Estate Appraisal Operations	2011
Financial Reform Legislation: Appraisal and Real Estate Impa.	2010
FHA and the Appraisal Process	2009
Appraising Distressed Commercial Real Estate: Here We Go Again	2009
Business Practices and Ethics	2009
7 Hour USPAP Update Course	2009
Valuation of Easements	2008
Local Cost Seminar	2008
Valuation of Conservation Easements Certificate Program	2008
Office Building Valuation: A Contemporary Perspective	2008
7 Hour USPAP Update Course	2007
Subdivision Valuation	2007
Valuation of Wetlands	2007
Market Analysis and Site to Do Business	2006
Highest and Best Use and Market Analysis	2005
Condemnation Appraising: Basic Principles & Applications	2005
Advanced Sales Comparison & Cost Approaches	2005
Land Valuation Adjustment Procedures	2005
Separating Real & Personal Property from Intangible Business Assets	2004
Advanced Income Capitalization	2004
General Applications	2004
Basic Income Capitalization	2002
Appraisal Principles	2001

Additional Training:

VDOT Fee Appraiser Workshop	2014
Mold, Pollution and the Appraiser	2013
Construction Details and Trends	2013
VDOT Fee Appraiser Workshop	2013
FHWA-Intro to Federal-Aid Right of Way Requirements for Local Public Agencies	2012
Intro to Federal-Aid Right of Way Requirements for Local Public Agencies	2009
FHA Appraisal: Federal Requirements & Procedures	2008
VDOT Specific Appraisal Topics & Case Studies in Eminent Domain	2006
VDOT EDAS Software Update, Appraiser Roundtable Dis., AQB & ASB Presentation	2005
VDOT Case Studies in Appraisal for Eminent Domain	2005
VDOT Right of Way & Utilities Appraisal Seminar	2004



COMMONWEALTH of VIRGINIA

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

EXPIRES ON

11-30-2019

NUMBER

4001012863

REAL ESTATE APPRAISER BOARD

CERTIFIED RESIDENTIAL REAL ESTATE APPRAISER



CHRISTOPHER S CALAMOS
PO BOX 7907
FREDERICKSBURG, VA 22404-7907



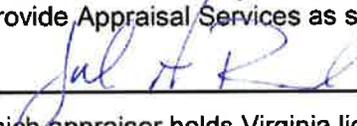
Jan W. DeBoer
Jan W. DeBoer, Director

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

(SEE REVERSE SIDE FOR PRIVILEGES AND RESTRICTIONS)

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: Julia Adele Reed

License Number: 4001007323

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.



Julia Reed, CRREA

Relevant Experience

Prince William Street Improvements, City of Manassas, VA: Appraisal responsible for completing narrative and abbreviated appraisals (AAs) for five residential and commercial properties. This locally-administered roadway improvement project, consisting of 47 total parcels, included the widening of Prince William Street from Grant Avenue to Wellington Road as well as the installation of sidewalks (to improve pedestrian safety and traffic flow), curb and gutter, and storm drainage (to improve safety and drainage issues).

Nokesville Road (Route 28) Widening, Prince William County, VA: Appraiser responsible for completing narrative and AAs for 14 residential and commercial properties. This locally-administered roadway improvement project, consisting of 56 total parcels, will widen Route 28 to a six-lane urban divided section from Linton Hall Road to Realigned Fitzwater Drive. From Realigned Vint Hill Road to Fitzwater Drive, Route 28 will be widened from its existing two-lane configuration to a four-lane divided section. Following ROW authorization, plans were separated into two packages to allow for phased construction based on funding availability.

Minnieville Road Widening, Prince William County, VA: Appraiser responsible for completing AAs for 15 residential and commercial properties. This locally-administered roadway improvement project, consisting of 57 total parcels, widened Minnieville Road from a two-lane undivided roadway to a four-lane divided urban minor arterial in accordance with VDOT standards.

Battlefield Parkway Widening, Town of Leesburg, VA: Appraiser responsible for completing four AA appraisals for residential properties for this locally-administered roadway improvement project to extend Battlefield Parkway from Evergreen Mills Road to South King Street.

VDOT I-64 Capacity Improvements Segment II Design-Build, City of Newport News, York County, and James City County, VA: Appraiser responsible for completing three AA appraisals for commercial property along I-64. This \$138.8-million design-build project will widen and reconstruct over seven miles of I-64 from 1.05 miles west of Route 199 (Humelsine Parkway/Marquis Center Parkway, near exit 242) to where the Segment I project ends (0.54 miles east of Route 238 (Yorktown Road, near exit 247)). The widening occurs in the median of the existing interstate, limiting the amount of right of way required to construct the project and avoiding impacts to existing interchanges. These improvements will increase capacity, bring portions of the interstate up to current design standards, provide more lanes for evacuation, and improve safety by reducing congestion and improving vehicular level of service.

Resume

Rinker Design Associates, P.C.

Role

Appraisals

Years of Experience

14 (4 with RDA)

Education

N/A

Professional Registrations

Certified Residential Real Estate Appraiser (CRREA): VA (2003 #4001 007323); International Right of Way Association (IRWA): member

Qualifications

Ms. Reed joined RDA in 2013 with 10 years of experience in the residential appraisal industry. She has managed all aspects of the appraisal process for estimating fair market value on homes up to \$3 million in value throughout the Hampton Roads/Tidewater area. She has also completed appraisals for many lending institutions. Ms. Reed is highly experienced in conducting eminent domain appraisals for VDOT and various federal, state, county, and city jurisdictions/entities. Her expertise also includes assisting with the technical review of BARS and offer packages.



Julia Reed, CRREA

Relevant Coursework

Real Estate and Appraisal Courses:

Uniform Standards of Professional Appraisal Practice Update	2015
Land Valuation Techniques	2013
Mortgage Fraud: Avoiding the Conspiracy	2013
FHA Appraisal Update	2013
7-Hour National Update Course Land Valuation Techniques	2013
National USPAP Update	2013
Stigmatized Property Appraisal	2013
FHA Appraisal Update	2013
USPAP Update Course	2013
National USPAP Course	2013
Principles of Real Estate Update for 2011	2013
Appraising FHA Today	2011
Current Issues in Appraising	2011
2008-2009 USPAP Update Equivalent	2009
Appraisal Trends	2009
Principles of Real Estate	2009
National USPAP Course	2009
Professionals Guide to the Uniform Residential Appraisal	2007
National USPAP Course	2007
The FHA and its Appraisal Process	2005
Two to Four Family Residential, Appraising Multi-Family Properties	2004

IRWA Courses:

Communication: The Key to Right-of-Way Success	2015
Right-of-Way Seminar	2015
Course 901: Engineering Plan Development and Application	2014
Course 431: Problems in the Valuation of Partial Acquisitions	2014
Course 421: The Valuation of Partial Acquisitions	2013

Additional Training:

VDOT Appraisal Workshop	2014
VDOT: An Introduction to VDOT Appraisal Work	2013
VDOT: Basic Workshop for Appraisers	2013



EXPIRES ON 09-30-2019	COMMONWEALTH of VIRGINIA Department of Professional and Occupational Regulation 9960 Mayland Drive, Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	NUMBER 4001007323
REAL ESTATE APPRAISER BOARD CERTIFIED RESIDENTIAL REAL ESTATE APPRAISER		
	JULIA ADELE REED 8610 BEACONTREE LANE #3 HENRICO, VA 23294	  Jay W. DeBor, Director
<small>Status can be verified at http://www.dpor.virginia.gov</small>		

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: Patricia J. Nalley
Name in which appraiser holds Virginia license: Patricia Jane Nalley

License Number: 4001016064

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.



Patricia Nalley, CRREA

Relevant Experience

Prince William Street Improvements, City of Manassas, VA: ROW Agent responsible for conducting the negotiations of three residential properties. She was also responsible for conducting a tenant relocation, who also received Section 8 housing benefits. Adhered to the laws and regulations found in 49 CFR Part 24, the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970. Worked closely with the tenant's Section 8 Case Worker and other assistance program providers the tenant received to not hinder any benefits or assistance the tenant had received.

Garrisonville Road, Stafford County, VA: ROW Agent responsible for negotiating 20 residential and commercial properties. Met with property owners, negotiated agreements between the County and the owners, and met the codes of Virginia. Also a Relocation Agent responsible for conducting relocations of two tenant occupied residential properties and two commercial, business relocations; one personal property only move for a Landscaping Company and one Restaurant. Completed the two tenant relocations along this project and abided by the laws and regulations found in 49 CFR Part 24, the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, to ensure maximum extent possible, the timely relocation of the tenants and reestablishment of businesses.

Minnieville Road Widening, Prince William County, VA: Appraiser responsible for completing AAs for 15 residential and commercial properties. This locally-administered roadway improvement project, consisting of 57 total parcels, widened Minnieville Road from a two-lane undivided roadway to a four-lane divided urban minor arterial in accordance with VDOT standards.

Northfax Drainage Improvements, City of Fairfax, VA: Relocation Agent responsible for conducting relocations of six commercial businesses. Three of these businesses are commercial car dealership lots and consists of personal property moves only. One is a Baskin Robbins, a Barber Shop, and a Memorabilia Shop. Adhering to the laws and regulations found in 49 CFR Part 24, the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970. Several of the businesses have chosen to take an in lieu of moving expense payment, therefore responsible for obtaining their past two years' tax returns and verifying a maximum amount owed to the business owner.

Temple Avenue Design-Build, City of Colonial Heights, VA: Relocation Agent responsible for conducting an owner-occupied relocation. Adhered to the laws and regulations found in 49 CFR Part 24, the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970. Provided relocation advisory services to the landowner to include; conducting relocation interviews to determine the relocation needs, preferences, and intentions of the owner, explaining the relocation process and relocation eligibility requirements and procedures to obtain such assistance, provided current and continuing information on available listings and rentals, and provided all required relocation forms to the displaced person.

Resume

Rinker Design Associates, P.C.

Role

Appraisals

Years of Experience

11 (4 with RDA)

Education

Germanna Community College,
Associates Degree in Business
Management

Professional Registrations

Certified Residential Real Estate
Appraiser (CRREA): VA (#4001
016064); 21 hours of continuing
education – every two years for
license re-certification; International
Right of Way Association (IRWA):
member

Qualifications

Ms. Nalley joined RDA as a Right of
Way Agent in 2014 after 7 years in
the Real Estate industry. Previously,
She was an Appraiser II for
Spotsylvania County's Assessment
Office and was responsible for
appraising in a mass valuation, over
10,000 residential properties. She
provides a variety of negotiations as
well as residential and business
relocations on state and local projects
including VDOT, Prince William
County, City of Fairfax, Stafford
County, and Colonial Heights.

Ms. Nalley has completed IRWA
classes in both Residential and
Business Relocations and ROW
Negotiations. She also continues to
meet her Certified Residential Real
Estate Appraisers continuing
education requirements by
completing numerous Real Estate
Appraiser courses and the mandatory
7-hour USPAP course. Along with
being a licensed Real Estate
Appraiser, she has become an
experienced Relocation Agent,
conducting business and residential
relocations.



Patricia Nalley, CRREA

Relevant Coursework

VDOT, Eminent Domain Appraisal Orientation Seminar	2016
VDOT, 7-Hour National USPAP Update Course	2017
IRWA, Residential Relocation Assistance, Course C-501	2017
McKissock, The Income Approach: An Overview	2017
McKissock, National USPAP Update (2014-2015)	2015
McKissock, Land and Site Valuation	2015
McKissock, Residential Appraisal Review	2015
McKissock, Residential Report Writing: More than Forms	2015



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

EXPIRES ON
09-30-2018

NUMBER
4001016064

REAL ESTATE APPRAISER BOARD
CERTIFIED RESIDENTIAL REAL ESTATE APPRAISER


PATRICIA JANÉ NALLEY
6805 SILVERBROOK DR
SPOTSYLVANIA, VA 22553



Jan W. DeBorja
Jan W. DeBorja, Director

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



Thomas Blaser

Relevant Experience

Property Acquisition: Responsible for the property acquisition of the hundreds of properties necessary for Prince William County's significant public improvement program. While hundreds of private parcels were necessary for program delivery, less than 1% of those acquisitions required the use of condemnation. This was performed through professional real estate research, fair and reasonable initial offers, and thoughtful, open-minded negotiation with property owners.

Capital Projects: Responsible for the design and construction of Prince William County's \$500M+ Capital Infrastructure Program. Project scopes ranged from highly complex and controversial projects including major arterials (such as Prince William Parkway and Sudley Manor Drive) to interstate highway systems and local neighborhood projects that included bikeways and pedestrian paths. Outstanding track record for on-time delivery, within budget, and limited controversy through extensive public outreach.

Planning and Programming: Responsible for the planning and delivery of Prince William County's infrastructure program using a variety of revenue sources. While collaborating with elected leaders and their constituents, he established transportation priorities for the community. After priorities were established, he identified appropriate funding sources for project eligibility. The program utilized local bond proceeds, state secondary and primary funds, VDOT's Revenue Sharing program, CMAQ, RSTP, and a variety of federal grant programs administered through various agencies including the Metropolitan Washington Council of Governments. Projects included funding for access to parks, federal lands, airports, rail stations, and commuter lots.

Neighborhood Traffic Safety: Led the Commonwealth with the development and maintenance of a traffic safety program that addressed neighborhood concerns in a growing Prince William County community. One of the first jurisdictions to develop implementation policies to allow for traffic control devices such as advance speed warning detection signals, traffic humps/bumps, and roundabouts.

Resume

Rinker Design Associates, P.C.

Role

Project Manager

Years of Experience

35 (1 with RDA)

Education

MS, Urban and Environmental Planning, 2002, University of Virginia

BS, Urban Geography/ Political Science, 1979, Frostburg State University

Qualifications

Mr. Blaser has over 35 years of experience in transportation project delivery at the local government level in Virginia and has extensive experience working with VDOT and local officials on urban and rural roadway projects. Prior to his association with RDA, he served as the Director of Transportation for Prince William County (PWC), Virginia. In that role, he directed a 50+ person department charged with the project delivery of a \$500M Capital Improvement Program as well as implementing all County and VDOT regulatory responsibilities. In recent years, many these roadway projects have been administered as part of VDOT's LAP manual. He is experienced in all phases of project delivery, including preliminary engineering, utility relocation, public involvement, right-of-way acquisition and on time/under budget performance. He has directed and managed the successful completion of over 100 local roadway projects from major arterial to minor rural collectors.



James Street

Relevant Experience

Route 29 Solutions Design-Build, Albemarle County, VA: ROW Agent responsible for negotiations on two phases of this project, consisting of approximately seven properties across the Route 29/Rio Road grade-separated intersection (GSI) and the widening of Route 29 (Seminole Trail).

Nokesville Road (Route 28) Widening, Phase 2, Prince William County, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally administered project consisting of 56 parcels (including two residential relocations). Project scope consists of the widening of Route 28 to four lanes from Nokesville to Vint Hill Road. Tasks included negotiating with five contentious landowners, coordinating with the designer and utility coordinator to address landowners' concerns, and presenting and justifying counter offers to the County for review and consideration. Negotiations were completed on schedule with an 80% acceptance rate.

Commerce Road Improvements, City of Richmond, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally administered project consisting of 6 parcels. Project scope consisted of the widening of Commerce Road, installing sidewalks, and drainage improvements. Duties included obtaining titles, coordinating with the Project Designer, Appraiser, and Negotiator. Negotiations were completed on schedule with a 75% acceptance rate.

East Riverfront Improvements, City of Richmond, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally administered project consisting of 10 parcels. Project scope consisted of relocation of Dock Street, installation of a traffic circle, and drainage improvements. Duties include obtaining titles, coordinating with the Project Designer, Appraiser, and Negotiator. Negotiations were completed on schedule with a 66% acceptance rate.

Minnieville Road (Route 640) Improvements, Prince William County, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally-administered project consisting of 62 parcels (including one residential relocation). Project scope consists of the widening of Minnieville Road from its intersection with Route 234 to Spriggs Road. Tasks include coordination with the designer and utility coordinator to address landowners' concerns, presentation and justification of counter offers to the County for review and consideration, and negotiation of the advanced acquisition and relocation of the occupants. Negotiations were completed on schedule with a 92% acceptance rate.

Prince William Street, City of Manassas, VA: ROW Project Manager responsible for coordinating the acquisition of land and easements for this locally administered project consisting of 47 parcels (including one residential relocation). Project scope consists of widening Prince William Street from Wellington Road to Grant Avenue. Tasks included coordination with the designer and utility coordinator to address landowners' concerns as well as the presentation and justification of counter offers to the County for review and consideration. Because this was the first road project handled by the City of Manassas, additional guidance and consultation with the City was required. Negotiations are ongoing with a present 77% acceptance rate.

Resume

Rinker Design Associates, P.C.

Role QA/QC

Years of Experience
42 (5 with RDA)

Qualifications

Mr. Street joined RDA as a Senior ROW Agent after having worked for VDOT in varying capacities for 37 years, starting as a Drafting Technician in the Fredericksburg Location and Design Section in September 1973. He transferred to the Fredericksburg ROW Section as a ROW Technician in April 1976 and became a ROW Agent in Fredericksburg in 1978. Working mainly in the Negotiations and Legal fields, he has been responsible for all title work and recordings done in the Fredericksburg District since 1980. He eventually became a Senior ROW Agent and has negotiated throughout the Fredericksburg District for acquisitions from developing commercial and residential properties encumbered by proffers, properties involving limited access on interstate projects, properties owned by churches and/or nonprofit organizations, properties owned by corporations, limited liability companies, partnerships, and trusts as well as rural properties involving livestock, timber and/or crop production. Mr. Street has experience preparing BAR valuations and has testified as the Negotiator and/or title examiner in eminent domain and property ownership disputes throughout the Fredericksburg District and has testified as to value in uncontested cases when requested. At VDOT, he took on additional responsibilities in Project Management, Consulting coordination, and scheduling as well as coordinating and providing guidance to Consultants working on Route 17 in Stafford County. He was actively involved in the Project Development Schedule as well as the ROW Project Delivery Schedule for the Fredericksburg Region.



Peter O'Donnell

Relevant Experience

Garrisonville Road (Route 610) Improvements PPTA/DB. Stafford County, VA: Negotiator responsible for preparing the offer packages (included all the necessary documents to make a bona fide offer), meeting with property owners (to explain the overall project and its specific impact to their property), negotiating agreements between the County and the property owners, and preparing justification letters for increased settlement amounts.

Minnieville Road (Route 640) Improvements. Prince William County, VA: Negotiator responsible for preparing the offer packages (included all the necessary documents to make a bona fide offer), meeting with property owners (to explain the overall project and its specific impact to their property), negotiating agreements between the County and the property owners, and preparing justification letters for increased settlement amounts.

Commerce Road Improvements. City of Richmond, VA: Negotiator responsible for preparing the offer packages (included all the necessary documents to make a bona fide offer), meeting with property owners (to explain the overall project and its specific impact to their property), negotiating agreements between the City and the property owners, and preparing justification letters for increased settlement amounts.

East Riverfront Project (Main St. and Dock St.) Improvements. City of Richmond, VA: Negotiator responsible for preparing the offer packages (included all the necessary documents to make a bona fide offer), meeting with property owners (to explain the overall project and its specific impact to their property), negotiating agreements between the City and the property owners, and preparing justification letters for increased settlement amounts.

Route 1 Widening, Prince William County, VA: Relocation Project Manager. Project consists of 70 parcels, including 52 commercial relocations and one residential relocation. Project scope consists of the widening of Route 1. Tasks include preparing negotiation offer packages, negotiating with landowners, preparation of relocation documents, overseeing the relocations on the project, and directly handling relocations of both commercial and residential displacees on the project. Negotiations and relocation assistance are ongoing.

Route 1 Widening (Jefferson Davis Highway) Improvements. Prince William County, VA: Unlicensed appraisal trainee responsible for Landowner and representative contacts, site inspections, photos, price quotations for improvements and other activities related to processing a commercial appraisal. ROW Agent, Negotiator responsible for preparing the offer packages (included all the necessary documents to make a bona fide offer), meeting with property owners (to explain the overall project and its specific impact to their property), negotiating agreements between the County and the property owners, and preparing justification letters for increased settlement amounts.

Resume

Rinker Design Associates, P.C.

Role

Right of Way Technician

Years of Experience

23 (3 with RDA)

Education

N/A

Professional Registrations

Notary Public for the Commonwealth of Virginia 2015

Qualifications

Mr. O'Donnell joined RDA in 2015 with 20 years of experience with private sector contract negotiations. His current duties include negotiating with landowners for property needed for highway projects, document preparation and review as well as appraisal duties as needed while working on multiple projects concurrently. Mr. O'Donnell is a member of the International Right of Way Association (IRWA) as well as a Notary Public in the Commonwealth of Virginia.



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.

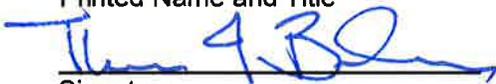
Note: A signed acknowledgment of this addendum must be received at the location indicated on the IFB either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Respectfully,

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

Rinker Design Associates, P.C.
Name of Firm

Thomas J. Blaser, Director of Transportation Services & Right of Way
Printed Name and Title


Signature

June 5, 2018
Date