

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH INTEGRITY APPRAISAL SERVICES, INC. FOR REVALUATION APPRAISAL SERVICES, AUDITOR

WHEREAS, David Thomas, Ashtabula County Auditor has presented a Professional Services Agreement for the approval of the Board, to-wit:

Provider: Integrity Appraisal Services, Inc., 5211 Mahoning Ave., Suite 230, Austintown, OH 44515

Scope: appraisal and revaluation for assessment purposes of all taxable real property and exempt real property situated within the boundaries of Ashtabula County. This encompasses the critical and detailed work plan for 2026 revaluation Ashtabula County, Ohio.

Cost: **Not to Exceed, \$1,018,400.00**

Term: effective as of date of signing until February 28, 2027 now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Professional Services Agreement noted above is approved in accordance with the copy now on file in this office.

BE IT FURTHER RESOLVED, that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2024-219

April 23, 2024

**RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH
INTEGRITY APPRAISAL SERVICES, INC. FOR REVALUATION APPRAISAL
SERVICES, AUDITOR**

Upon the motion of Casey R. Kozlowski, seconded by Kathryn L. Whittington.

VOTE:

**Kathryn L. Whittington
J.P. Ducro IV
Casey R. Kozlowski**

**Aye
Absent
Aye**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

PROFESSIONAL SERVICES AGREEMENT

This Agreement is entered into this 23rd day of April 2024, by and between Integrity Appraisal Services, Inc. ("CONSULTANT") and Ashtabula County Board of Commissioners ("ASHTABULA COUNTY" or "County"), for professional and related services to be provided to ASHTABULA COUNTY.

I. SCOPE OF SERVICES

CONSULTANT shall provide to ASHTABULA COUNTY services as set forth in Exhibit A, "Scope of Services," attached hereto (the "Services"), which upon acceptance by ASHTABULA COUNTY shall be governed by the terms of this agreement.

II. FEES FOR SERVICES

For services provided by CONSULTANT to ASHTABULA COUNTY pursuant to this Agreement, ASHTABULA COUNTY shall pay CONSULTANT in accordance with the rates and charges set forth in Exhibit B, "Fees for Services," attached hereto.

III. BILLING AND PAYMENT

CONSULTANT shall submit a monthly statement to ASHTABULA COUNTY setting forth the amount due for services and itemizing amounts due for expenses. ASHTABULA COUNTY shall pay the full amount of such statement within thirty (30) days after receipt.

IV. INDEPENDENT CONTRACTOR

CONSULTANT shall provide services to ASHTABULA COUNTY as an independent contractor, not as an employee of ASHTABULA COUNTY. CONSULTANT shall not have or claim any right arising from employee status.

V. TERM

The term of this Agreement shall begin on date set forth above and continue until February 28, 2027. In the event that CONSULTANT for any reason is unable to complete the Services by the end of the term, then CONSULTANT shall immediately notify ASHTABULA COUNTY and shall appear before ASHTABULA COUNTY to explain, under oath, the reason or reasons it is unable to start the appraisal.

VI. TERMINATION OF AGREEMENT

Notwithstanding any other provision of this Agreement, ASHTABULA COUNTY may terminate this Agreement at any time with or without cause by giving thirty days' written notice to CONSULTANT.

Upon termination of this Agreement, CONSULTANT shall have no further obligation to provide services to ASHTABULA COUNTY. If the Agreement is terminated prior to completion of the services to be provided hereunder, CONSULTANT immediately shall cease incurring project costs and shall render a final bill for services to ASHTABULA COUNTY.

VII. WARRANTY

CONSULTANT warrants that (a) it and each of its employees, consultants and subcontractors, if any, that it uses to provide and perform the Services has the necessary knowledge, skills, experience, qualifications, and resources to provide and perform the Services in accordance with this Agreement; and (b) the Services will be performed in a good, diligent, workmanlike manner in accordance with industry standards.

VIII. INSURANCE

(a) **General Liability Coverage.** CONSULTANT shall maintain commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence.

ASHTABULA COUNTY, its elected officials and employees, shall be named as additional insureds with respect to all activities under this Agreement.

(b) **Automobile Liability Coverage.** CONSULTANT shall maintain automobile liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for owned, hired and non-owned automobiles.

(c) **Workers' Compensation.** CONSULTANT shall maintain workers' compensation coverage as required by Ohio law.

(d) **Professional Liability.** CONSULTANT shall maintain professional errors and omissions liability insurance with a limit of not less than \$2,000,000 each occurrence.

(e) **Proof of Insurance.** Prior to the commencement of any work under this Agreement, CONSULTANT shall furnish the ASHTABULA COUNTY with properly executed certificates of insurance for all insurance required by this Agreement. Certificates of insurance shall provide that such insurance shall not be cancelled without 30 days' prior written notice to ASHTABULA COUNTY. CONSULTANT will replace certificates for any insurance expiring prior to completion of work under this Agreement.

IX. LIABILITY

(a) CONSULTANT shall indemnify and hold harmless ASHTABULA COUNTY, its directors, officers, partners, agents, and employees from and against any and all liability, claims, demands, damages, losses, and expenses, including but not limited to attorney's fees, for which CONSULTANT is determined to be legally liable resulting from negligent acts, errors, or omissions by CONSULTANT, its directors, officers, agents, and employees in performance of services pursuant to this Agreement.

X. CONFIDENTIALITY

Any information and materials disclosed by or on behalf of ASHTABULA COUNTY to CONSULTANT in connection with this Agreement that is reasonably considered to be confidential ("Confidential Information") should be kept in confidence and used by the CONSULTANT only for the purpose of this Agreement. Unless required by court order, law or regulation, CONSULTANT agrees not to disclose the ASHTABULA COUNTY's Confidential Information to third parties except as necessary for the performance of this Agreement and under an agreement by which the third party is to be bound by the obligations of this confidentiality clause. This provision shall survive termination of this Agreement.

XI. AMENDMENT

All changes or modifications to this Agreement shall be in writing and signed by both parties.

XII. GOVERNING LAW

This Agreement shall be construed and interpreted according to, and the rights of the parties shall be governed by, the laws of the State of Ohio.

XIII. DISPUTE RESOLUTION

If any dispute or difference of any kind (a "Dispute") arises between the Parties in connection with, or arising out of, this Agreement, the Seller and Purchaser within 30 days shall attempt to settle such Dispute in the first instance through discussions. The designated representatives of CONSULTANT and ASHTABULA COUNTY shall promptly confer and exert their best efforts in good faith to reach a reasonable and equitable resolution of such Dispute. If the representatives are unable to resolve the Dispute within fifteen (15) Business Days, the Dispute shall be referred within two (2) Business Days of the lapse of the fifteen (15) Business Day period to the responsible senior management of each party for resolution. Neither party shall seek any other

means of resolving any Dispute arising in connection with this Agreement until the responsible senior management of Parties have had at least an additional fifteen (15) Business Days to resolve the Dispute following referral of the Dispute to them. The Courts of Ashtabula County shall retain exclusive jurisdiction to resolve any disputes between the parties to the extent in which the parties cannot resolve their disputes within a reasonable amount of time. This agreement does not prohibit the parties from seeking mediation before litigation. During the pendency of any mediation or litigation the Parties shall continue to perform their obligations under this Agreement subject to Court Order.

XIV. ENTIRE AGREEMENT

This Agreement constitutes the complete and final expression of the agreement of the parties and is intended as a complete and exclusive statement of the terms of their agreements and supersedes all prior and contemporaneous offers, promises, representations, negotiations, discussions, communications, and agreements which may have been made in connection with the subject matter hereof.

XV. MISCELLANEOUS

This Agreement shall be binding on, and inure to the benefit of, each party's successors in interest, including their heirs, legatees, assignees, and legal representatives. Any waiver at any time by either party of its rights with respect to a default under this Agreement, or with respect to any other matters arising in connection with this Agreement, shall not be deemed a waiver with respect to any subsequent default or other matter. Except where specifically stated in this Agreement to be otherwise, the duties, obligations, and liabilities of the parties are intended to be several and not joint or collective. Nothing contained in this Agreement shall be construed to create an association, trust, partnership, or joint venture or impose a trust or partnership duty, obligation, or liability on or with regard to either party. Each party shall be individually and severally liable for its own obligations under this Agreement. If any provision of this Agreement is found or deemed by a court of competent jurisdiction to be invalid or unenforceable, it shall be considered severable from the remainder of this Agreement and shall not cause the remainder to be invalid or unenforceable. In such event, the parties shall reform this Agreement to replace such stricken provision with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

XVI. NOTICES

(a) Any notice, demand, information, invoice, report, or item otherwise required, authorized, or provided for in this Agreement, unless otherwise specified herein, shall be deemed properly given if delivered in person, sent by United States Mail, First Class postage prepaid, or delivered by commercial delivery service:

To CONSULTANT: Integrity Appraisal Services, Inc.
5211 Mahoning Ave.
Suite 230
Austintown OH 44515

To ASHTABULA COUNTY: Ashtabula County
Attn: Ashtabula County Auditor
25 West Jefferson Street
Jefferson, Ohio 44047

cc: Ashtabula County
Attn: Ashtabula County Prosecutor's Office
25 West Jefferson Street
Jefferson, Ohio 44047


(b) All notices shall be deemed effective upon receipt by the party to whom such notice is given.

XVII. SIGNATURE CLAUSE


The signatories hereto represent that they are authorized to enter into this Agreement on behalf of the party for whom they sign.

ASHTABULA COUNTY:

By:  Date: 4-23-24
Kathryn Whittington
President, Board of County Commissioners

By:  Date: 4/22/24
David Thomas
Ashtabula County Auditor

INTEGRITY APPRAISAL SERVICES, INC.:

By:  Date: 04/22/2024

Its: President

Matrix Matter No. 2024-CON-0040
Reviewed by Matthew J. Hebebrand, Esq.

Approved as to Legal Form Only:

By: _____ Date: _____

Colleen M. O'Toole
Ashtabula County Prosecutor

Exhibit A

Scope of Services

Consultant shall provide the services as described below and as set forth in the "Critical Work Plan for 2026 Revaluation Ashtabula County, Ohio," the "Detailed Work Plan for 2026 Revaluation Ashtabula County, Ohio" and "Quality Control for 2026 Revaluation Ashtabula County, Ohio," attached hereto and incorporated as if fully set forth herein, and subject to the additional terms and conditions below:

1. DIRECTION OF REVALUATION PROGRAM

It is the intent of this agreement to provide for the appraisal and revaluation for assessment purposes, of all taxable real property and exempt real property situated within the boundaries of the County.

It is specifically agreed that in such reappraisal and revaluation of the properties covered by this agreement, all decisions as to final assessed valuation, procedures followed, and forms used shall be approved by the Auditor or his designee (as approved by the Division of Tax Equalization); the Auditor acting and serving as Appraiser-in-Chief.

The Consultant agrees that the officers, appraisers, and field staff employed by the Consultant engaged in the collection of data and in the valuation of such taxable, exempt and public utility properties, where names will be furnished to the County Auditor by the Consultant, the Consultant's employees must first meet with the Auditor's approval and, then, the approved employees shall be deputized.

It is explicitly understood that officers, appraisers, and field staff, as well as any other individuals under the direction of the Consultant in this agreement, are Consultant employees, paid by the Consultant, including unemployment and Workers' Compensation. It is the Consultant's recommendation that individuals hired within the County have a background check made before employment. Any background checks made shall be at the Consultant's expense.

Each Consultant employee engaged in field work shall be provided with a proper identification card provided by the County Auditor. All automobiles used by field personnel shall be registered with the County Auditor's Office and the local police jurisdiction, filing license number, make, model, year, and color of vehicle.

2. DEVELOPMENT OF UNIT COSTS

The Consultant shall make a careful investigation of building construction costs in the County. Prices of construction materials in various quantities and qualities from the local market area shall be carefully analyzed. Wage scales for the various trades and

classes of work will be carefully investigated. These materials and labor costs shall be of such tax lien date as designated under of Ohio Revised Code Section 5715.01.

After careful analysis of the data, the Consultant shall generate Analyzed Unit Costs for the various materials, erected in place. These Unit Costs are to include contractors' overhead and profit, and architects' and engineers' fees on the classes of work requiring such services.

All replacement cost schedules and rates for all classes of property (residential, commercial, industrial, agricultural and exempt), buildings and structures, shall be based upon the cost of labor and materials in the County prevailing during the year immediately preceding the tax lien date of the year the appraisal is to be effective for tax purposes. The Consultant will then adjust the appraisal software cost system to reflect proper changes in building costs.

Before being used in the actual appraisal of buildings, all unit prices are to be tested and checked by the Consultant for accuracy by the test appraisal of buildings of known cost in the County, and presented to the Auditor for his written approval.

The Consultant shall compile a report on actual building in place construction costs that have occurred in the County. The data required for analysis shall be recorded on forms and shall include the following:

- Parcel identification
- Property class
- Construction type
- Date of construction
- Reported actual cost and source of information
- Average for various property class groupings, construction types, etc.

3. COUNTY AUDITOR APPROVAL

Throughout this agreement there are instances requiring written County Auditor approval. In some cases, prompt reply is required to keep a schedule, allowing for a timely completion of this project. When written approval is required, the number of days to reply shall also be noted.

4. PREPARATION OF APPRAISAL SCHEDULES

The above Unit Costs are to be utilized in the generation of Appraisal Schedules for all property classes reflecting current building practices. These schedules shall consist of Unit Base Prices, based upon definite base specifications for structures of various types and grades of construction quality. The specifications shall reflect the building customs and practices prevailing in the community.

The Schedules shall be complete for the various story heights of buildings and shall cover a range of ground areas adequate for the valuation of all types and sizes of improvements and are to include Tables of Additions and Deductions for variations from base specifications established for various classes and types of properties.

4. APPRAISAL FORMS

- A. The Consultant shall utilize the existing property record cards and appraisal forms that were designed to implement the County's CAMA System. All property record cards, forms, documents, and reports required to execute and operate the County's CAMA System in a correct and efficient manor shall be supplied by the Consultant
- B. The Consultant will imprint certain data on the appraisal forms from the County's data base, including but not limited to owner's name, taxing district name and code number, parcel number, map and routing number, legal description, property address, class of property, most recent appraised value of land, building, and total property characteristics, and all appraisal information required to execute the revaluation program.

5. NEIGHBORHOOD DELINEATION/PROFILES

During the period of land valuation, the Consultant shall review, modify where necessary, and establish new (if required) delineated neighborhoods that will reflect a high degree of homogeneity in governmental, social, economic, and physical characteristics, usually but not necessarily, outlined by boundaries, either natural or man-made, creating large areas of homogenous groupings of properties providing the County the ability to develop neighborhood profiles and unique neighborhood identification numbers which will ultimately be recorded as a characteristic for each parcel situated therein. Neighborhood delineations shall be approved by the Auditor.

A neighborhood may be defined as the immediate environment of a subject property which exerts a direct impact on its value.

The Consultant shall determine neighborhood delineations throughout the County and collect and record specific data for each neighborhood so delineated, providing a unique neighborhood profile including, but not necessarily limited to, the following:

- Identification
- Characteristics
- Amenities
- Restrictions

The Consultant shall review the following characteristic profile indicating descriptions:

- Location – referring to the specific area in the County such as inner city, urban, suburban, village, and rural;
- Trend – referring to a position in the life cycle of the area which is most characteristic such as declining, transitional, static, and improving;
- Desirability- referring to the composite judgment of overall desirability based on the conditions of agreeable amenities arising from the location such as poor, fair, average, good, and very good;

- Type – referring to the general description classification such as single family, two family, residential/apartments, and residential/commercial;
- Amenities – such as acceptability in terms of distance to such things as regional and community shopping center, expressway interchanges, central business districts, schools, etc.;
- Stratification of residential property value ranges and quality grade factors.

A list of parcels with neighborhood delineation changes will be provided to the County for the updating of their Geographical Information System (GIS) and/or the County's Pictometry application.

6. SALE DATA, VERIFICATION, AND ANALYSIS

The Consultant shall work in conjunction with the County Auditor to analyze all sales data that occurs from January 1, 2023 through December 31, 2025. The Auditor and Consultant will determine the validation of sale information by researching data through Conveyance Forms standards set forth by the State of Ohio defining useable and non-useable deeds or instrument types (DTE 100), the County Transfer list and the Multiple Listing Services (MLS). Unless otherwise directed by the Auditor, the determination of "Valid Sales" will exclude:

- Family Sale
- Part Interest Sale
- Auctions
- Sheriff Sale
- Estate Sale
- Bank Sale
- Short Sale

7. FIELD SEQUENCE PLAN

The Consultant shall develop a field sequence plan to best achieve value uniformity. The plan shall outline the field work by area, defining the benefits to be realized by such sequence. In the development of this plan, consideration shall be given to overall project requirements, weather cycle, area trends, qualify of value uniformity, and project efficiency.

8. VALUATION OF LAND

All factors affecting the market value of lots and parcels, such as location, size, topography, new developments, and other factors shall be carefully considered in Consultant's final field inspection and review. All land shall be appraised at its true value in money as of tax lien date of the year in which the reappraisal is made, including the appraisal of un-platted land. Standard depth tables shall be developed for platted residential and platted commercial land. Special tables shall be developed for the appraisal of residential acreage tracts and rural home sites.

The Consultant shall work on a County-wide basis in order to ensure uniform appraisal of agricultural lands throughout the County. All farm acreage shall be priced using a base rate with adjustments being made due to size, shape, topography, etc. These adjustments shall be made to identify property strengths and deficiencies that may be reflected in market value. Land values shall be derived and supported by comparative sales and/or rents of comparable units of land that have exchanged in the open market. Land values shall be established from an analysis of:

- The market data (comparative) approach – Sales of similar vacant parcels are analyzed, compared, and adjusted to derive an indication of value for the land being appraised.
- The allocation (abstraction) procedure – Sales of improved properties are analyzed, and the prices are allocated between land and improvements. This allocation is used either:
 - a. To establish a typical ratio of land value to total value (allocation) which may be applicable to a property being appraised.
 - b. To derive from the portion of the sale price allocated to land, a land value estimate for use as a comparable land sale (abstraction).
- The anticipated use (development) procedure - Underdeveloped land is assumed to be subdivided, developed, and sold. Development and incentive costs and carrying charges are subtracted from the estimated proceeds of sale, and the net income projection is discounted over the estimated period required for market absorption of the developed Sites to derive an indication of value for the land being appraised.
- The land residual procedure - The land is assumed to be improved to its highest and best use, and the net income imputable to the land after all expenses of operation and return attributable to the other agents in production is capitalized to derive an estimate of land value.

During the land valuation process, the Consultant will implement the appropriate land valuation technique depending on the type of property, utilizing the County's software.

9. DATA VERIFICATION AND OMITTED PROPERTY

Data verification shall be executed on all property types throughout the County by a combination of Eagleview sketch inspect, Oblique photography, Ortho photography, Field visitations and the use of the Multiple Listing Service (MLS).

Field data Verification shall include verification of address, type of structure, measurements to the sketch, interior and exterior features, accessory buildings and sales data shown on the property record cards of residential, agricultural, commercial, industrial and exempt buildings. The date of inspection will be noted on the property record.

Properties with Data corrections will be returned to the office for data entry, ensuring data and values will be recorded to accurately reflect the property and its characteristics.

Matrix Matter No. 2024-CON-0040
Reviewed by Matthew J. Hebebrand, Esq.

The Consultant will notify the Auditor of all omitted property, time period and valuation for final tax determination as soon as practical.

10. RESIDENTIAL VALUATION

The Consultant's Data Collectors/Reviewing Appraisers shall visually verify measurements to the sketch shown on the County's CAMA System and the property record card for each house, garage, and other buildings on each lot, in circumstances where information appears faulty, the Data Collectors/Reviewing Appraisers will physically verify measurements and collect pertinent data to appraise such properties. Notation as to the type of construction and other data will be carefully recorded.

The Consultant shall inspect the exterior of each house. Data Collectors/Reviewing Appraisers shall also visually verify all other information recorded on the property record cards relating to houses, garages, and other buildings.

A field inspection and review of each residential property shall be made by the appraisers to establish a final conclusion of value taking into consideration all the data presented to the appraiser. This review is to be made property-by-property in appraisal map-routing sequence to eliminate judgement, mechanical, and data errors which might have occurred and to ensure the accuracy and quality of grading classification of the improvements. Data shall be corrected on the appraisal review form during this phase of the operation.

In arriving at the final value conclusions on all property appraised within the County, the Consultant shall use the cost approach to value integrated within the market and income approaches as they are applicable. Upon completion of the review phase the appraisal review forms shall be returned to the Consultant office for the final value encoding to the computer.

As part of this agreement, the Consultant will appraise "travel trailers" and "park models" that are classified real property and have been attached to the land by additions, porches, decks, etc. These structures will be appraised in the same manner as conventional residential property to establish market uniformity.

11. "LIKE REAL" MANUFACTURED HOMES VALUATION

The Consultant's Data Collectors/Reviewing Appraisers shall make an appraisal of each manufactured/mobile home classified as "Like Real" for 2027.

The appraisal of these properties will be executed in the same manner as residential properties as previously stated in section 12.

Final values for these properties will be provided to the County on or before November 1, 2026. The Consultant agrees to furnish all the forms required to complete this project.

The County agrees to provide site address records for properties to be appraised and a copy of all pertinent information regarding all existing manufactured/mobile homes.

12. AGRICULTURAL PROPERTY VALUATION

During the data verification phase the Consultant's Data Collectors/Reviewing Appraisers shall visually measurements to the sketch shown on the County's CAMA System and the property record card for each house, garage, and other buildings on each parcel, in circumstances where information appears faulty, the Data Collectors/Reviewing Appraisers will physically verify measurements and collect pertinent data to appraise such properties. Notation as to type of construction and other data will be carefully recorded.

The Consultant shall inspect the exterior of each house. Data Collectors/Reviewing Appraisers shall also visually verify all other information recorded on the property record cards relating to houses, garages, agricultural and other buildings.

All farm dwellings and home sites will be appraised in the same manner as rural residential properties. The area of land used for residential purposes shall be verified during the data collection phase.

Also, it is understood that properties where structures and agricultural building are not drawn on the property record card sketch area, shall be noted on a separate general location diagram. A number or symbol shall be used to show approximate location of these improvements relative to the dwelling.

A final field inspection and review of each agricultural property shall be made by the appraisers to establish a final conclusion of value taking into consideration all the data presented to the appraiser.

In arriving at the final value conclusions on all property appraised within the County, the Consultant shall use the cost approach to value integrated with the market and income approaches as they are applicable. Upon completion of the review phase the appraisal review forms shall be returned to the Consultant office for the final encoding to the computer.

13. COMMERCIAL, INDUSTRIAL, APARTMENT AND PUBLIC UTILITY VALUATION

It is expressly understood that this agreement shall cover the inspection and appraisal of Commercial, Industrial, Apartment and Public Utility properties including land, building and fixed machinery classified as real estate in the County.

The data collection phase shall include a physical inspection of properties including verification of measurements, if needed, and gathering of any/all data available that is pertinent to the appraisal of these classes of real estate. Upon completion of the data collection of all Commercial, Industrial, and Public Utility properties in the field, by the commercial and industrial data collectors, the property record cards shall be returned to the Consultant office where they shall be checked for completeness and accuracy of information.

A final field inspection and review of each Commercial, Industrial, and Public Utility property shall be made by the Commercial and Industrial Appraisers of the Consultant. Where applicable, the three traditional approaches to value will be used in the appraisal of these properties. These are the cost approach, the income approach, and the comparative sales approach. Before valuing the property by these three approaches, a separate value for the land will be developed from a comparative analysis of recent land sales.

The Consultant will investigate current leases in the County and compile, classify, and document lease data to support the development of guidelines for estimating net income potential of properties on the open market

At the Auditors request, direction and expense, the Consultant will attempt to collect specific lease data on leased properties by income and expense disclosure mailers. The data will be collected and recorded on income and expense disclosure forms designed to accommodate different property classification groupings.

The income and expense disclosure form information will serve as an additional data base from which to select comparable rents and from which to extract, classify, and analyze general data required to develop stabilized income and expense guidelines for various representative property models.

In developing income and expense guidelines, the data obtained through specific income and expense disclosures and recorded leases will be supplemented with general data obtained through the study and analysis of actual experience reported in national publications, as well as through interviews with local investors, property managers, real estate brokers, and appraisers. All data compiled will be referenced to source and documented in support of the guidelines developed.

Special use properties including Sanifill of Ohio (landfill), Pinney Dock and Transport, Corrections Corporations of Americas (Prison), Sure Fire Group, LLC (Mall) and Geneva Owner, LLC (SPIRE) shall be data collected and given special consideration in their respective appraisals.

14. INTEGRATED APPROACHES TO VALUE

In the commercial and industrial property valuation phase, the Consultant proposes to use the integrated cost, market, and income approaches to value, with the cost approach used on all properties and correlated with the comparative sales and/or income approach whenever applicable. All provisions and procedures established to correlate cost approach values with the comparative sales and/or income approach shall apply during the initial establishment of value and continue through any value adjustments through the informal hearings, formal hearings, and appeal process.

Estimate of land value based on the analysis of market data of comparable properties incorporating the proper adjustments for variable features or, in cases of insufficient sales but known capital investments for improvements, the capitalization of the residual net income imputable to land.

Estimate the replacement cost new for all improvements.

Estimate of total accrued depreciation as a measure of effective age and estimated remaining economic life.

Deterioration and normal obsolescence based upon observed condition relative to age for improvement with various economic life span and (or obsolescence as determined by the capitalization of potential net income of the subject property substantiated by the economic rent and operating expense experience of comparable properties and/or the loss of value indicated from recent leases of comparable properties.

15. APPLICATION OF APPROACHES

Correlation of the cost approach with the comparative sales approach based on the analysis of selling prices as compared to projected economic gross rents as translated into gross rent multipliers applicable to types of properties for which a sufficient number of sales are applicable.

Correlation of the cost approach with the capitalization of estimated economic net income applicable to properties generally associated with real estate investment market or properties for which a sufficient number of economic rents are available.

- The larger multi-family residential complexes.
- Multipurpose and single purpose commercial and office facilities.
- Hotel and motel accommodations.
- Service type industrial properties.
- Multipurpose industrial properties.
- Single purpose and special purpose commercial and industrial facilities able to through conversion and redevelopment, compete in the rental market.

The Consultant shall develop capitalization rates and/or select a proper rate based on economic criteria. The technique generally used is the processing of net income through the use of an overall rate obtained from the market that reflects the motivations of typical purchases in the marketplace for this type of property and in its market area.

Correlation of the cost approach with the comparative sales approach based upon the analysis of comparable sales, incorporating adjustments for variable features applicable to types of properties for which a sufficient number of sales are available.

- Vacant and unused land.
- Single purpose and special purpose industrial and commercial properties that have more or less exhausted their economic usefulness for which they were created and, therefore, made available to the market for acquisition and redevelopment.
- Cost approach incorporating the value of the land based upon selling prices and capital investments in comparable sites, plus the depreciated value of improvements based on replacement cost new and estimated remaining economic Life applicable to those single purpose and special

purpose commercial and industrial properties which have not exhausted their economic usefulness for which they were created and for which, because of their special economically inconvertible design, lack sufficient numbers of representative sales or economic rents required to an income or market data approach to value.

- Medium to heavy single purpose manufacturing and processing facilities.
- Special purpose testing, manufacturing, processing, and related administrative and service facilities. Fast food restaurants.
- Service stations.
- Subsidized multi-family residential properties.
- Funeral homes.
- Owner occupied banks.

Note that in these instances, correlating the cost approach with the capitalization of estimated economic net income may be done, but does not really constitute a second approach to value in that the economic rent is predicated on the initial capital investment required rather than a product of the competitive action of investors.

16. EXEMPT IMPROVEMENT VALUATION

The Consultant agrees to place a true market value on all Exempt property in the County. Such valuations shall be based on all three approaches if applicable to value in the same manner as other real estate properties.

It is agreed that the detailed information provided in the appraisal of exempt properties shall be adequate for the preparation of an abstract of exempt properties as may be required by the Commissioner of Taxation.

The Consultant shall inspect and appraise all exempt, abated and TIF properties in the County in the same manner as other commercial property. The data collector shall make an exterior inspection of all structures on the parcel, except that if permission to inspect the exterior of the structure(s) is denied, then the data collector shall estimate the data and shall record the fact of and reason for the estimation.

A final inspection and review of each Exempt property shall be made by the Commercial and Industrial Appraisers of the Consultant. Where applicable, the three traditional approaches to value will be used in the appraisal of these properties. These are the cost approach, the income approach, and the comparative sales approach. Before valuing the property by these three approaches, a separate value for the land will be developed from a comparative analysis of recent land sales.

County personnel will be responsible for maintenance of the abatement, TIF, split listing and exemption information during the project and the recalculation of abatements, TIF's, split-listing, and exemptions at the conclusion of the project. Each exempt parcel will be analyzed by the Consultant for use of its exempt status. Any questions arising with these properties will be presented to the County for final determination of status.

17. DATA ENTRY AND DATA MAINTENANCE

After final review is complete, the documents shall be returned to the Consultant's project office where changes shall be entered by the Consultant into the County's CAMA system. The Consultant shall be responsible for all data entry required as part of this agreement. The Consultant shall provide the computer time and equipment to complete this work, as well as all reports.

18. SALES RATIO STUDY

Using the County's software, the Consultant shall provide to the County an appraisal-to sales ratio study. The study, supplied by the Consultant, shall include a list of sales considered to be valid by the Consultant, occurring within the County for the three (3) years preceding Tax Lien Date. The listing shall include parcel identification number, month and year of sales, (by year), property classification, selling price by sales price increment, appraised value of land and building, (if applicable), total appraised value, ratio to appraised value to selling price, mean ratio and standard deviation expressed in percentage. A summary by taxing district shall include number of sales, vacant and improved, by sales price increment, aggregate total selling price by class, average selling price, aggregate total appraised value, aggregate ratio, mean ratio: standard deviation, average deviation, and coefficient of dispersion. This will be supplied in an effort to assist the Auditor and the Consultant in supporting their values with the Ohio Department of Taxation, Tax Equalization Division (TED), and the taxpayer.

19. PROPERTY CLASS CODING

The Consultant shall determine on each parcel its use code according to Rule 5703-25-10, and shall record the property class on the property record card. This will be accomplished during field inspection/verification and final review.

20. PREPARATION OF ABSTRACT OF APPRAISED VALUES

The Consultant agrees to enter the data changes required into the County's revaluation file, including, but not limited to, land rates and gross land values, building characteristic changes and required component rate changes, summary of improvement rates and quality grades, all building and improvement depreciations, along with property address, property class/land use codes and neighborhood code changes, which will enable the County Auditor to generate an Abstract of Appraised Values through the County's computer system.

21. PREPARATION OF PARTIAL VALUE REPORT

The Consultant agrees to furnish the County Auditor a hard copy partial value report. Such report shall include a list in parcel number sequence of those parcels that have been indicated to be partial value. This shall be supplied in an effort to assist the County Auditor during new construction the following year.

22. PREPARATION OF NEW CONSTRUCTION REPORT

The Consultant agrees to furnish the County Auditor a hard copy new construction report. Such report shall include a listing by district of the parcel identification number, property class, one hundred percent (100%) value, and the thirty-five percent (35%) value.

A summary page shall also be produced for each district listing by class the total number of parcels and the one hundred percent (100%) and thirty-five (35%) values. This summary page shall also show a district total and a County grand total value. This report shall aid the County Auditor in the calculation of the new tax rates.

23. INTERACTION WITH THE OHIO DEPARTMENT OF TAXATION

Under the terms of the agreement, the Consultant shall, upon reasonable request and at no additional cost to the County, assist the County in the preparation and/or represent the County at any informal or formal meetings and/or hearings involving the Ohio Department of Taxation, or divisions thereof, relative to the Revaluation.

24. USE OF RECORDS, MAPS AND INFORMATION

Use of the Consultant's laptop/tablets is conditioned on the electronic capability to access GIS maps of the cities, villages, and townships of the County for use by the Consultant's Appraisers in making their field inspection and appraisal. This data should have splits and new subdivisions as current to real time as practical. This data will be utilized by the Consultant for recording land value rates and locating parcels in the field. It shall be the County's responsibility to provide the Consultant on a monthly basis of all changes to said data as a result of parcel splits, parcel combinations, new subdivisions and surveys.

25. SALES INFORMATION

The County shall, on a monthly basis provide all sales information available to it with respect to transfer of parcels occurring 36 months prior to the tax lien date. Sales validation shall be determined by the utilization the Multiple Listing Service (MLS), property owner interviews and cross-referencing Conveyance form standards set forth by the State of Ohio defining useable and non-useable deeds or instrument types (DTE 100).

26. OFFICE SPACE AND FILES

The Consultant agrees to furnish, in connection with the revaluation and appraisal work, office space and utilities necessary in the operation of the Consultant's project office. The Consultant shall provide furniture, phone, office equipment, and the necessary files to facilitate the project.

27. SOFTWARE SUPPORT

It is the Consultant's intent to maximize the iasWorld software features in conjunction with the County and its software provider. The County shall provide expectations and support to the Consultant for the iasWorld software to ensure a unified understanding of the CAMA systems operations.

28. SUPPORT OF VALUES

Qualified representatives of the Consultant shall be present for Informal Hearings following the completion of the above work to provide an independent review of the values placed upon the various specified properties by the Consultant's appraisers. The Consultant's project manager shall be present at all informal hearings to assist in the settlement of disputes and to defend estimates of value. Support days listed in this agreement pertain to the 2026 sexennial reappraisal

A. INFORMAL HEARINGS

Consultant personnel shall have an informal discussion with the taxpayer or agent who request the same during the specified inspection period at a location designated by the County. At such discussion, a Consultant representative shall consider such information provided that may indicate an error in the Consultant's data, judgment, or computations, which would affect the appraisal.

The Consultant, as a part of this agreement, is providing for Fifty (50) person-days allocated to informal hearings. The Consultant shall be compensated for each person-day involved over the above Fifty (50) person-days, based upon a fee of Five Hundred Dollars (\$500.00) per person-day or Two Hundred Fifty Dollars (\$250.00) per half day. Person-day is defined as "each work day spent on informal hearings." Days will be billed with a half day minimum charge. A half day being defined as any work performed for less than or up to four hours, and a full day being defined as any work performed for more than four hours and less than or equal to eight hours.

The Consultant shall notify the County of the changes recommended by the Consultant as a result of the informal hearings by the Consultant's appraisers. The Consultant will also upon completion of the informal hearing

provide a summary report to the County. The County shall be responsible for giving any notice to the taxpayers as it deems necessary as the result of changes due to the informal hearings.

B. FORMAL HEARINGS

A responsible representative of the Consultant shall be present at the request of the County for the official meetings of the County Board of Revision, Ohio Board of Tax Appeals or the Court Of Common Pleas. The representative, as approved by the Auditor, shall be a licensed appraiser who qualifies as an expert as defined by the Ohio Board of Tax Appeals and has personally inspected the real property and is prepared to give his own opinion of true value of the property involved on the complaint.

Within ten (10) days after filing of a notice of appeal from a decision of the County Board of Revision in any valuation complaint, the Consultant or individual appraiser shall be notified by the County Auditor that such notice has been filed, and the Consultant shall see that a competent witness is well prepared to give proper evidence and testimony of his own opinion of the true value of the property at such time as the appeal is heard by either the Board of Tax Appeals or the Court of Common Pleas, and the witness must be one who can qualify as an expert and who has personally inspected the property in litigation and has made their independent written appraisal thereof. The Consultant as a part of this agreement has provided for twenty (20) person-days involving the County Board of Revision, State of Ohio Board of Tax Appeals, and/or the Court of Common Pleas. The Consultant shall further be compensated for each work day over and above the twenty (20) person-days based upon a fee of Five Hundred (\$500.00) per person day or Two Hundred Fifty Dollars (\$250.00) per half day.

Days will be billed with a half day minimum charge. A half day being defined as any work performed for less than or up to four hours, and a full day being defined as any work performed for more than four hours and less than or equal to eight hours.

29. PROJECT PERSONNEL

Consultant shall provide all the appraisal staff and clerical personnel required to perform the work proposed herein. Consultant agrees to assign to the project only the personnel who meet the qualification standards and experience requirements set forth by the Auditor.

Each Consultant employee engaged in fieldwork shall be provided with a proper identification card signed by the County Auditor. All automobiles used by field personnel shall be registered with the County Auditor's Office and the local police jurisdiction, including license number, make, model, year, and color of vehicle. Also, all automobiles will have proper signage.

Matrix Matter No. 2024-CON-0040
Reviewed by Matthew J. Hebebrand, Esq.

Since the Consultant's project staff is an integral component for the overall success of the project, assigned Consultant project staff will remain assigned to the project until completion unless their performance is unacceptable to the County Auditor. Any changes in assigned Consultant project staff to the project are to be communicated immediately in writing to the County Auditor.

30. PUBLIC RELATIONS

The Consultant shall cooperate with the County Auditor in the development of a public relations program to acquaint the citizens of the community with the purposes and objectives of the reappraisal program.

31. CRITICAL PATH WORK PLAN

Exhibit II outlines the 2026 Ashtabula sexennial reappraisal preliminary work plan. A finalized work plan and personnel allocation chart will be provided to the Auditor by the Consultant within twenty (20) days after the award of the contract, indicating the starting and completion dates of various phases of the project.

32. PROGRESS REPORTS

The Consultant shall provide a monthly project progress report in letter form that reflects the variation of actual progress from the planned progress schedule. This shall allow management to adjust staffing and scheduling to achieve activity completion in accordance with the overall project plan. The County Auditor and the County Real Estate Manager shall be able to review the Consultant's progress with the project manager and monthly basis during all project phases.

32. QUALITY CONTROL

The Consultant believes that it is important to provide the highest quality product possible. It believes that, to gain the acceptance of the taxpayers, it must provide a thorough quality control plan for all phases of the project. The Consultant's quality control plan is provided in Exhibit I.

33. START AND COMPLETION

The Consultant agrees to commence and complete the work, as directed by the Auditor, following the execution of this agreement and shall begin no less than thirty (30) days after the approval of the Tax Commissioner in time for the orderly preparation of the tentative 2026 abstract (market value) and the final 2026 abstract (assessed value) by the Auditor. The date for completion shall be on or before March 31, 2026. In

the event that the Consultant for any reason, is unable to start or complete the reappraisal on the dates set in the contract, then the Consultant shall immediately notify the Tax Commissioner, in writing. The Consultant shall then immediately explain, under oath, the reason or reasons it is unable to start or complete the 2026 reappraisal. If the Consultant maintains that this agreement could not be completed within the time set in the contract because of an Act of God; untimely or lack of performance by the County, or because of elements not within the control of the Consultant such as riots, war, or organized work stoppage, then the Tax Commissioner shall hear the matter and the Commissioner's opinion shall be final.

34. PROJECT MANAGER

In compliance with H.B. 487 and Section 5713.01 of the Ohio revised Code, John M. Paventi who has successfully completed class 300- Fundamentals of Mass Appraisal will be the qualified designated project manager for the Ashtabula County, Ohio 2026 Sexennial Reappraisal project.

35. MODIFICIATIONS TO SERVICES

Modifications to services to be provided as specified in this agreement shall be requested in writing by the County and/or Company. Should such request be agreed upon by each party, there shall also be a compensation adjustment agreeable to each party. Such modifications shall be subject to Tax Commissioner approval.

36. RELATIONSHIP OF PARTIES

The relationship of the Company to the County shall be that of an independent contractor and no principal-agent or employer-employee relationship is created by this agreement. The Company shall not subcontract any work under contract without written approval of the Auditor and the Tax Commissioner.

39. AMENDMENT TO CONTRACT

No amendment or modification of the terms or conditions of this Agreement shall be effective without first the written approval of the Tax Commissioner of the State of Ohio and the approval of the Auditor and the Company.

40. COMPLIANCE

The Company agrees to comply with all applicable federal, state, and local laws in the conduct of work thereunder. The Company accepts full responsibility for payment of all Unemployment Compensation insurance premiums, Workers' Compensation premiums, all income tax deductions, pension deductions, and any and all other taxes or

payroll deductions required for the Company and all employees engaged by the Company for the performance of the work authorized by this agreement.

41. COMPANY LIMITATION OF LIABILITY

The Company's maximum liability for any and all claims arising directly or indirectly from the performance of the work or otherwise relating to the Project, whether resulting from the Company's negligence or otherwise, and whether based on contract, indemnity or tort, shall not in the aggregate exceed the amount of the fee stated in the compensation section hereof, or the amount of the insurance whichever is greater.

IN NO EVENT SHALL THE COMPANY BE LIABLE TO THE COUNTY OR ANY THIRD PARTY FOR THE LOSS OF BUSINESS OR PROFITS OR ANY OTHER ECONOMIC LOSS, OR FOR ANY INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES.

42. APPROVAL OF TAX COMMISSIONER

This agreement shall not be effective until it is approved by the Tax Commissioner.

Exhibit B Fees for Services

In consideration of the performance of such services as set forth above in connection with the appraisal and revaluation of property as outlined in this agreement, the Consultant shall receive a fee of One Million Eighteen Thousand Four Hundred Dollars (\$1,018,400.00).

Payment of such sum to the Consultant shall be made in monthly payments based upon such portion to the fee as the percentage of project completed during the preceding month shall bear to the entire project. The percentage of the project completed during the preceding month shall be set forth by the Consultant submitted as a part of its billing. Actual dates set shall be based upon beginning time. Progress reports shall be made as determined and requested by the Tax Commissioner of the Ohio Department of Taxation, Division of Tax Equalization Form 108, and to the Auditor on a monthly basis.

The Auditor shall have the right to review with the Consultant its report of progress. Upon receipt of the billing to the Auditor, payment representative of the portion of the work completed shall be made to the Consultant within thirty (30) days.

The County will withhold ten percent (10%) of each monthly payment pending completion of the entire project. Upon completion and delivery of the 2026 tax bills, the County will pay the Consultant eighty percent (80%) of the hold back. Such remaining fee of two percent (2%) shall be paid to the Consultant upon the completion of all work required under section entitled "Support of Values" of the agreement.

The services rendered under this Agreement with the exception of the provision regarding "Support of Values" are to be completed in time to use the values of the real property in connection with the tax duplicate for the collection of taxes for the year in which the work is completed. In the event that all such services covered by the Agreement, except as related to "Support of Values" are not completed upon the date of completion agreed to in this Agreement; all payments under this Agreement are to be suspended at that time and withheld by the County Auditor until there has been full compliance with the terms of the Agreement by the Consultant.

In addition, thereto, a penalty of Five Hundred (\$500.00) per day as liquidated damage shall begin on the day following the date of completion agreed to in this Agreement and the penalty shall apply for each and every day. Saturdays, Sundays and holidays excepted, thereafter to the date of full and complete compliance by the Consultant of the terms of this Agreement.

In the event that is necessary for the County Auditor to suspend all payments under this Agreement on the date of completion agreed to herein, no further payments shall be made to the Consultant under this Agreement without the approval of the County Prosecuting Attorney and the Tax Commissioner of the Department of Taxation, Division of Tax Equalization, being first obtained.

EXHIBIT I

**QUALITY CONTROL PLAN
FOR
2026 REVALUATION
ASHTABULA COUNTY, OHIO**

Quality Control

To maintain public support for the revaluation, the County must be able to demonstrate to property owners that the project is being conducted in a highly professional manner. For that purpose, Integrity Appraisal Services, Inc. will implement specific and general quality control procedures during the project.

GENERAL:

All significant phases of the office, field and data entry portions of the project have written instructions and/or visual aids. These instructions outline general procedures and specific steps to be followed to implement that phase correctly. These guidelines are also formatted in a step-by-step manner to avoid missing or incorrect data.

All field, office and data entry staff are trained and assisted by a supervisor and/or other experienced personnel for each new project phase. The amount of time spent with each person will depend on whether the person is a new employee or experienced one, and also how quickly the person masters the phase requirements.

SPECIFIC-DATA COLLECTION PROCEDURES:

Each data collector, in addition to the initial training time, will be monitored as to quality of work by a field supervisor.

A field supervisor will recollect the data and measurements for twenty-five (25) of the first residential parcels collected by each new data collector. This will be done within ten (10) days of the initial inspection date.

In addition, a field supervisor will recollect the ten (10) of the first agricultural parcels collected by each new data collector. This will be done within ten (10) days of the initial inspection date.

Each parcel recollected will be documented on a "Data Collection Quality Control Form." The form assigns point values to various items involved on a data collected property that may be in error and/or omitted. The field supervisor will rate each parcel and total the points and percentage correct. Aggregate scores of less than 90% correct for either characteristics data or measurements data (3A on form) is unsatisfactory.

All completed Quality Control Forms will be reviewed with the data collector for remedial action, and with the project manager.

In all cases where an individual or group of data collectors is collecting data erroneously due to lack of skills, the collector(s) shall be recalled for intensified retraining or termination. The work of those collectors who have been retrained will be recollected at a frequency of two (2) out of every five (5) parcels for the next twenty-five (25) parcels. This will be done within five (5) days of the initial inspection date.

Continued failure to collect data properly after retaining shall constitute cause for dismissal of the data collector. In all cases where the reason for collection differences is based on failure of a data collector to carry out the assigned duties, that data collector will be promptly terminated.

In addition to field recollection, the clerical staff calculates all square footages, checks to insure the measurements balance, checks that all characteristics areas are filled out correctly and outbuildings have the correct data for pricing. A further control is at the date/sketch entry phase. Missing or incorrect data cannot be entered. All parcels with omitted or incorrect data are flagged for the data collector to correct and/or re-measure, if necessary.

SPECIFIC-CLERICAL/DATA ENTRY PROCEDURES:

Each clerical/data entry position, in addition to initial training time, will be monitored as to quality of work.

For the first two (2) days that a person is engaged in a new office phase, each parcel will be checked for errors and omissions. Incorrect parcels will be flagged and returned to that person for correction. If, after two (2) days, the errors and omissions rate is greater than 1%, retraining will be done, and each parcel done will be monitored for two (2) days for that person or persons retrained.

Beyond the first two (2) days of monitoring, the clerical/data entry work will be checked for accuracy at a rate of once weekly for clerical operations and every three (3) days for data entry functions. Value conclusions entry is key verified on a parcel by parcel basis.

As all office/data entry functions build upon previous data worked with, each phase is a further check on the last phase, particularly from field to clerical, then to data entry.

In all cases where an individual or group is making errors or omissions due to lack of skills, the office person(s) will be recalled for intensified retraining or termination. The work of those who have been retrained will be monitored on a parcel by parcel basis after retraining for one (1) week.

Continued failure to produce accurate work after retraining shall constitute cause for dismissal of the clerical/data entry person. In all cases where the reason for errors and omissions is based on failure of the clerical/data entry person to carry out the assigned duties, that clerical/data person will be promptly terminated.

SPECIFIC-FIELD REVIEW PROCEDURES:

Each field reviewer will be monitored as to quality of work.

A field supervisor will be responsible for monitoring all reviewers, to insure they are in compliance with field review procedures, which include, but are not limited to:

- A value that is representative of the property's market value.
- Consistency within the neighborhood and similar properties.
- Accuracy of visible physical characteristics that further insure value and consistency.

Sales of properties already reviewed will be checked on a parcel by parcel to further validate proper values.

In addition, when it becomes possible for the company to do so, values will be checked electronically to further verify accuracy and consistency of values.

All monitoring of field reviewers will be done as an ongoing part of the field review phase.

In all cases where an individual or group of field reviewers is producing erroneous values due to lack of skills, the reviewer(s) will be recalled for intensified retraining or termination. The work of those reviewers who have been retrained will be monitored daily, parcel by parcel for one week after retraining.

Continued failure to review properly after retraining will constitute cause for dismissal of the field reviewer. In all cases where the reason for inaccurate or inconsistent values is based on failure of a field reviewer to carry out the assigned duties, that field reviewer will be terminated.

QUALITY CONTROL FORM

Appraiser/DC _____ Subject Property _____
Address _____

- | | | Circle One |
|----|--|------------|
| 1. | Was I.D. card visible? | Y N |
| 2. | Was D.C./ Reviewer courteous? | Y N |
| 3. | Was explanation of revaluation program satisfactory? | Y N |
| 4. | Visible address at site recorded on P.R.C.? | Y N |
| 5. | Property classification corrected if needed? | Y N |
| | | |
| A. | Measurements of main body of house including additions considered living area correct? Y N
Gross square feet of measurement error _____
Percentage of error in relation to correct area _____% | |
| B. | Story height of dwelling correct? Y N
Remarks: _____ | |
| C. | Construction of dwelling correct? Y N
Remarks: _____ | |
| D. | Visible characteristics (A/C etc.) correct? Y N
Remarks: _____ | |
| E. | Basement area correct? Y N
Remarks: _____ | |
| F. | Dwelling style correct? Y N Design correct? Y N
Remarks: _____ | |
| G. | Presence of well and/or septic systems correct? Y N
Remarks: _____ | |
| H. | Exterior features of dwelling omitted or incorrect? Y N
Remarks: _____ | |
| I. | Measurements (buildings of value) & description on our buildings correct? Y N
Remarks: _____ | |
| J. | Other _____
Remarks: _____ | |

Supervisor _____ Date/Time _____

QUALITY CONTROL GRADING FORM

Appraiser/DC _____
Parcel ID _____
Date _____

Errors and/or omitted items expressed in points:

Section 1-3	1 points		
Section 4	2 point		
Section 5	(A) 100 points	(B) 2 points	
	(C) 1 point	(D) 1 point	
	(E) 1 point	(F) 2 points each item	
	(G) 1 point each item	(H) 2 points each item	
	(I) 3 points-inspectors opinion		
	(J) 2 points-inspectors opinion		

Summary of points in control study:

Section 1-3	_____		
Section 4	_____		
Section 5(A)	_____	(B) _____	
	(C) _____	(D) _____	
	(E) _____	(F) _____	
	(G) _____	(H) _____	
	(I) _____	(J) _____	

Total (except 5A) errors/omissions points _____ 20 points
_____ % correct

Section 5A errors/omissions points _____ possible 100 points
_____ % correct

**DETAILED
WORK PLAN
For
2026 REVALUATION
ASHTABULA COUNTY, OHIO**

Project Planning:

Generally occupies the first four to six weeks of the project and includes project planning, office set-up, coordination and planning with data processing, ordering of supplies, equipment and forms.

1. County to remove all existing cost and neighborhood factoring when creating the future CAMA data file. May, 2024.
2. Creation of fly sheets/label counts for production accounting. May, 2024.
3. Create tax maps and production accounting book. May, 2024.
4. Prepare index maps for locations, field and office production control, gather data for land pricing/ neighborhood delineations. May, 2024

Estimated Time Frame: May-June, 2024

Phase I: May- November, 2024

Characterized by the modifying of cost, depreciation, and land valuation tables; review all neighborhood delineations and determine if any changes need to be made. No changes will be made without the review and consent from the Auditor's Office prior to implementation.

1. Analyze construction costs in the field County-wide for developing/modifying cost schedules. May-June, 2024
2. Examine County-wide land sale, determine base land rates, implement land pricing, and begin delineation and refining of neighborhoods. May-November, 2024
3. Examine and modify existing depreciation tables. June-July, 2024
4. Testing of modified cost, depreciation and base land rates in CAMA system. June-July, 2024
5. Commence sales analysis of all sales which have taken place in Ashtabula County during the 36 months prior to the tax lien date by the taxing district and appraisal neighborhood.

Estimated Time Frame:

- Cost schedules- 5 weeks
- Preliminary land pricing/neighborhood delineations- 6 months
- Testing and Implementation of modified cost, depreciation and land rates- 4 weeks
- Begin Sales analysis- June, 2024- January 1, 2026

Phase II: July, 2024- April, 2026

Characterized by the start-up of the production phases of the project, both in the field and office.

1. Continuation of Sales Analysis. July, 2024- January, 2026
2. Continuation of land pricing/neighborhood delineations. July, 2024- December, 2024
3. Printing of Residential/Agricultural review cards. July, 2024- December, 2024
4. Printing of Commercial, Industrial and Exempt review cards. July, 2024- December, 2024
5. Prepare for final review- instructions and depreciation guidelines. July, 2024
6. Commence Residential/Agricultural data collection and review. July, 2024- February, 2026
7. Commence Commercial, Industrial, Utility and Exempt data collection and review. October, 2024- February, 2026

Estimated Time Frame:

- Data entry maintenance- July, 2024- April, 2026
- Data collection and field review all classes- July, 2024- February, 2026

Phase III: July, 2024- June 1, 2026

Characterized by the continuation and completion of the production phases of the project, both field and office. Running of final edit and end-of-job reports. Submission of Tentative Abstract to the State for approval.

1. Completion of final field review all classes. February, 2026
2. Begin final review of "Like Real" manufactured homes to be completed by October 1, 2026.
3. Data entry maintenance completion. April, 2026
4. Commence End of job characteristics, edit reports, to include:
 - Parcel mismatch report
 - Acreage mismatch report
 - Improvement mismatch report
5. Commence end-of job value edit reports to include:
 - Parcels with 0 value
 - Parcels with <100 value
 - Parcels with 0 land value
6. Clean-up mismatches and edits, do field checks, data entry, and interface with County in regards to value conclusions.
7. Run end-of-job reports including:
 - Sales Ratio by neighborhood
 - Sales Ratio by taxing district
 - Tentative abstract values
 - DTE93T report

- Class change report
 - Impact Analysis reports
8. Submit reports and appraisal manuals to County- schedule meeting for explanations
 9. Meet with Ohio Department of Tax Equalization if necessary

Estimated Time Frame:

- Completion of final review for all classes. February, 2026
- Data entry and maintenance completion. April, 2026
- Continuation of final review for “Like Real” manufactured homes. October, 2026
- End-of-job edits run and worked. May, 2026
- End-of-job reports created and run. May, 2026
- Final reports to County. May, 2026
- Submission of Tentative Abstract to the State. June 1, 2026
- Meet with the Ohio Department of Tax Equalization. If necessary

Phase IV:

After the Ohio Department of Tax Equalization approval of values:

1. Informal hearings, on or before September 1, 2026
2. Completion of review of “Like Real” manufactured homes. October, 2026
3. Submission of Final Abstract to the State for approval. October, 2026
4. Support for tax collection. From the 1st week of January, 2027 to the 3rd week of February, 2027
 - Informal and formal hearing days are interchangeable. The Company has allocated 70 total person days

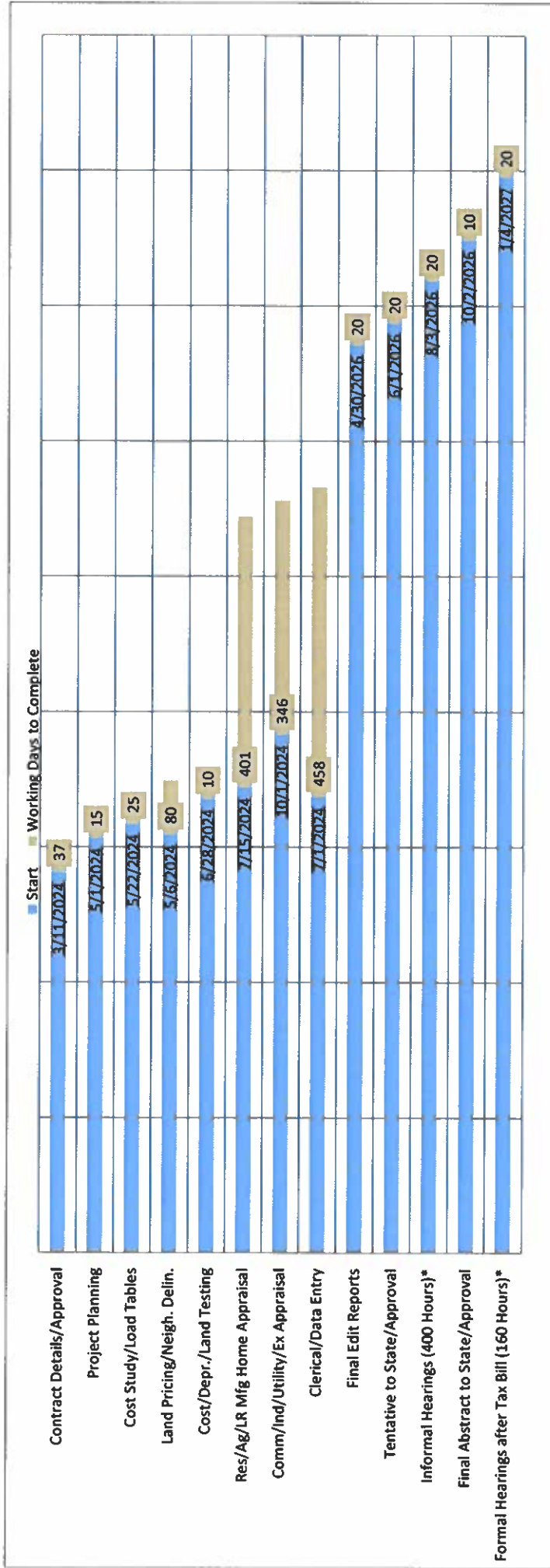
Estimated Time Frame:

- Informal hearings- on or before September 1, 2026
- Completion of “Like Real” manufactured homes- October, 2026
- Support for tax collection- From the 1st week of January to the 3rd week of February
- Assist with BTA & Common Pleas Filings- As need for Board of Revision

Ashtabula County 2026 Reappraisal Critical Project Work Plan Overview *

* Informal & Formal Hearing days are interchangeable
Company Allocation 70 Total Man Days
* Subject to Auditor Approval

TASK	Start	Finish	Working Days to Complete
Contract Details/Approval	3/11/2024	4/30/2024	37
Project Planning	5/1/2024	5/21/2024	15
Cost Study/Load Tables	5/22/2024	6/27/2024	25
Land Pricing/Neigh. Delin.	5/6/2024	11/29/2024	80
Cost/Depr./Land Testing	6/28/2024	7/12/2024	10
Res/Ag/LR Mfg Home Appraisal	7/15/2024	2/20/2026	401
Comm/Ind/Utility/Ex Appraisal	10/1/2024	2/20/2026	346
Clerical/Data Entry	7/1/2024	4/29/2026	458
Final Edit Reports	4/30/2026	5/28/2026	20
Tentative to State/Approval	6/1/2026	6/29/2026	20
Informal Hearings (400 Hours)*	8/3/2026	8/28/2026	20
Final Abstract to State/Approval	10/2/2026	10/16/2026	10
Formal Hearings after Tax Bill (160 Hours)*	1/4/2027	2/19/2027	20



Required County Documents

Non-Collusion Affidavit

Affidavit in Compliance O.R.C 3517.13

Bidder's Personal Property Tax Statement

Non-Discrimination Provision

Non-Collusion Affidavit

State of Ohio)

County of Mahoning) SS:

Douglas R. Constance, being first duly sworn, deposes and
Name

says that he/she is President for
Position

Integrity Appraisal Services Inc. the party making the foregoing
Company Name

Proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure any advantage against the Ashtabula County Commissioners, the Ashtabula County Auditor, or any other person interested in the proposed contract; and that all statements in said proposal or bid are true.

Douglas R. Constance
Affiant

Sworn to and subscribed before me, a Notary Public, on this 27th day of

February, 2024. County of Mahoning State of Ohio.



Natalie Lemhart
Notary Public

My commission expires Nov 6, 2026.

Affidavit in Compliance with O.R.C. 3517.13

AFFIDAVIT IN COMPLIANCE WITH SECTION 3517.13 OF THE OHIO REVISED CODE

STATE OF OHIO

COUNTY OF MAHONING SS:

Personally appeared before me the undersigned, as an individual or as a representative of

Integrity Appraisal Services Inc. for a contract for Reappraisal Real Property
(Name of Entity) (Type of Product or Service)

to be let by the County of Ashabula, who, being duly cautioned and sworn, makes the following statement with respect to prohibited activities constituting a conflict of interest or other violations under Ohio

Revised Code Section 3517.13, and further states that the undersigned has the authority to make the following representation on behalf of himself or herself or of the entity (corporation, business trust, partnership, other unincorporated business [including labor unions], association [including professional associations], estate, or trust):

1. That none of the following has individually made within the previous 24 months and that, if awarded a contract for the purchase of goods or services in excess of \$10,000 (aggregated) in a calendar year, none of the following individually will make, beginning on the date the contract is awarded and extending until one year following the conclusion of the contract, as an individual, one or more campaign contributions (on or after April 4, 2007) totaling in excess of \$1,000, to any member of the Ashabula County Board of Commissioners or their individual campaign committees:
 - a. myself;
 - b. any partner or owner or shareholder of the partnership (or other unincorporated business);
 - c. any shareholder of the association;
 - d. any administrator of the estate;
 - e. any executor of the estate;
 - f. any trustee of the trust;
 - g. any owner of more than 20% of the corporation or business trust (if applicable);
 - h. each spouse of any person identified in (a) through (c) of this section;
 - i. each child seven years of age to seventeen years of age of any person identified in divisions (a) through (g) of this section (only applicable to contributions made on or after January 1, 2007).

2. That none of the following have collectively made within the previous 24 months, and that, if awarded a contract for the purchase of goods or services in excess of \$10,000 (aggregated) in a calendar year, none of the following collectively will make, beginning on the date the contract is awarded and extending until one year following the conclusion of the contract, one or more campaign contributions (on or after April 4, 2007) totaling in excess of \$2,000, to any member of the Ashabula County Board of Commissioners or their individual campaign committees:
 - a. myself;
 - b. any partner or owner or shareholder of the partnership (if applicable);
 - c. any shareholder of the association;
 - d. any administrator of the estate;
 - e. any executor of the estate;
 - f. any trustee of the trust;
 - g. any owner of more than 20% of the corporation or business trust (if applicable);
 - h. each spouse of any person identified in (a) through (c) of this section;

i. each child seven years of age to seventeen years of age of any person identified in divisions (a) through (p) of this section.

Signature: Dylan R. Compton

Title: PRESIDENT

Sworn to before me and subscribed in my presence this 27th day of February, 2024

Notary Public: [Signature]
My Commission Expires: Nov 6 2026



Non-Discrimination Provision
O.R.C. 125.111

The VENDOR agrees:

5.8.1.1.1 that in the hiring of employees for the performance of work under this CONTRACT or any subcontract no contractor or subcontractor shall, by any reason of race, color, religions, sexual orientation, or identity, age, handicap, military status (as defined in Section 4112.01 of the O.R.C), national origin, or ancestry, discriminate against any citizen of this state in the employment of a person qualified and available to perform the work to which this CONTRACT relates.

5.8.1.1.2 That no CONTRACTOR, subcontractor, or any person acting on behalf of any CONTRACTOR or subcontractor shall, in any manner discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this CONTRACT on account of race, color, religion, sexual orientation, age, handicap, or military status (as defined in Section 4112.01 of the O.R.C), national origin, or ancestry.

This AGREEMENT is executed by affixing the signatures of the CONTRACTOR and the COUNTY COMMISSIONERS.

WITNESS

Ashtabula Board of County Commissioners

BY: *Anna Hawkins*

BY: *Janet Discher*
County Administrator Janet Discher

DATE: 4/23/24

DATE: 4-23-24

BY: *Kathryn Whittington*

BY: *Kathryn Whittington*
President, Board of Commissioners

DATE: 4-23-24

PRINTED NAME: Kathryn Whittington

Ashtabula County Prosecutor
Approved as to form

Resolution: _____

BY: _____

Prosecutor Colleen M. O'Toole

DATE: _____

DATE: _____

Non-Discrimination Provision Continued
O.R.C. 125.111

WITNESS

Integrity Appraisal Services Inc.

BY: 

BY: 
President

DATE: 2/28/2024 PRINTED NAME: DOUGLAS R. CONSTANCE



INTEAPP-04

MROSSI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Rossi Insurance Agency 420 High Street Warren, OH 44481	CONTACT NAME: Marc Rossi PHONE (A/C, No. Ext): (330) 373-1200 FAX (A/C, No.): E-MAIL ADDRESS: marc@rossiins.com
	INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Company NAIC # 10677 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Integrity Appraisal Services, Inc. 5211 Mahoning Ave Ste 230 Youngstown, OH 44515	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NR	TYPE OF INSURANCE	ADD. SUBR. INFO	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR DENY AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PER <input type="checkbox"/> LOC OTHER:		ECP 0404450	11/4/2023	11/4/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 1,000,000 MED EXP (A/L & B/L) \$ 5,000 PERSONAL & ADY INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP. OP. ADD \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		EBA 0404450	11/4/2023	11/4/2024	COMBINED SINGLE LIMIT (EA AUTOMOBILE) \$ 1,000,000 BODILY INJURY (Per Person) \$ BODILY INJURY (Per Accident) \$ PROPERTY DAMAGE (Per Person) \$
A	<input checked="" type="checkbox"/> UMBRELLA LMB <input type="checkbox"/> EXCESS LMB <input type="checkbox"/> RETENTION \$		EUP 0107181	11/4/2023	11/4/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in OH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE / OPT-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Integrity Appraisal Services Inc. 5211 Mahoning Ave, Ste 230 Youngstown, OH 44515	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

Ohio

**Bureau of Workers'
Compensation**

30 W. Spring St.
Columbus, OH 43216

Certificate of Ohio Workers' Compensation

This certifies that the employer listed below participates in the Ohio State Insurance Fund as required by law. Therefore, the employer is entitled to the rights and benefits of the fund for the period specified. This certificate is only valid if premiums and assessments, including installments, are paid by the applicable due date. To verify coverage, visit www.bwc.ohio.gov, or call 1-800-644-6292.

This certificate must be conspicuously posted.

Policy number and employer
01049517

INTEGRITY APPRAISAL SERVICES INC
637 S MAIN ST
BELLEFONTAINE OH 43311-1725

Period Specified Below
07/01/2023 to 07/01/2024



www.bwc.ohio.gov
Issued by: BWC

John Love

Administrator/CEO

You can reproduce this certificate as needed.

Ohio Bureau of Workers' Compensation

Required Posting

Section 4123.54 of the Ohio Revised Code requires notice of rebuttable presumption. Rebuttable presumption means an employee may dispute or prove untrue the presumption (or belief) that alcohol, marijuana or a controlled substance not prescribed by the employee's physician is the proximate cause (main reason) of the work-related injury.

The burden of proof is on the employee to prove the presence of alcohol, marijuana or a controlled substance was not the proximate cause of the work-related injury. An employee who tests positive or refuses to submit to chemical testing may be disqualified for compensation and benefits under the Workers' Compensation Act.

Ohio

**Bureau of Workers'
Compensation**

You must post this language with the Certificate of Ohio Workers' Compensation.

Project Manager Qualifications

John M. Paventi



**INTERNATIONAL
ASSOCIATION OF
ASSESSING OFFICERS**



Certificate of Completion

The International Association of Assessing Officers
presents this certificate to

JOHN M. PAVENTI

in recognition of satisfactory completion of

**IAAO Course
300 – Fundamentals of Mass Appraisal
(30.0 hours)**

conducted by

The International Association of Assessing Officers

April 19, 2013

Executive Director

Project Manager Qualifications



**ATTENDANCE CERTIFICATE
FOR CONTINUING EDUCATION IN APPRAISAL**

John Paventi ALR.ACG.2012001672
Name of Attendee Real Estate File Number
4559 Fitzgerald Ave. Youngstown OH 44515
Home or business Address

National USPAP 7 hour update
Title of approved offering, course, seminar, or conference

Offering was 90% or better attended on the date(s) of November 3, 2014 at this location:

6200 Frank Ave NW, North Canton OH 44720 City North Canton State Ohio

I certify that these hours meet the requirements for Continuing Education under Section 4735 of the Ohio Revised Code.

Name of Verifier (typed) Robert P Graham II, AAS Date of Issuance November 3, 2014

Robert P. Graham II, AAS

Ohio Ad Valorem School

J11400605A 14
ODOC Course Certification Number

12762 Osborne Ave NE, Alliance OH 44601-9731
Verifier Address City, State, Zip Code
12/31/2014
Expiration Date

This attendee has successfully completed 7 clock hours of education



ATTENDANCE CERTIFICATE FOR CONTINUING EDUCATION IN APPRAISAL

John Paventi Lic # ACG 2012001672
Name of Attendee Real Estate File Number

4559 Fitzgerald Ave. Youngstown, OH 44515
Home or business Address

Depreciation Analysis for Mass Appraisal
Title of approved offering, course, seminar, or conference

Offering was 90% or better attended on the date(s) of November 4, 2016 at this location:

6200 Frank Ave. NW City North Canton State Ohio

I certify that these hours meet the requirements for Continuing Education under Section 4735 of the Ohio Revised Code.

Name of Verifier (typed) Melissa Graham-Perkins Date of Issuance 11/10/16

Melissa Graham-Perkins
Ohio Ad Valorem School

7692 Parks Ave. Alliance, OH 44601
Verifier Address City, State, Zip Code

J11600709A 16
ODOC Course Certification Number
12/31/2016
Expiration Date

This attendee has successfully completed 7 clock hours of education

ATTENDANCE CERTIFICATE FOR
CONTINUING EDUCATION IN APPRAISAL

This will verify that

John M Paventi

ATTENDEE

ACG.2012001672

APPRAISER CERTIFICATE NUMBER

Home or Business Address

successfully completed 7.00 clock hours of continuing education

The Basics of Expert Witness for Commercial Appraisers

Title of approved offering, course, seminar, or conference

offering was 90% or better attended on the date(s) 2/19/2018

location and street address <http://www.mckissock.com>

I/we certify that these hours meet the requirements for Continuing Education under Section 4763 of the Ohio Revised Code.

VERIFIER

Richard D. McKissock

Signature

2/19/2018

DATE OF ISSUANCE

Richard D. McKissock

Typed Signature

McKissock

Name of School or Source

PO Box 1673, Warren, PA 16365

School or Source's Address

COURSE CERTIFICATION NUMBER

913803409A 17

ATTENDANCE CERTIFICATE FOR
CONTINUING EDUCATION IN APPRAISAL

This will verify that

John M Paventi
ATTENDEE

ACG.2012001672
APPRAISER CERTIFICATE NUMBER

4559 Fitzgerald Ave, Youngstown, OH 44515
Home or Business Address

successfully completed 2 clock hours of continuing education in:

The Basics of Expert Witness for Commercial Appraisers
Title of approved offering, course, seminar, or conference

Offering was 90% or better, attended on the date(s) 11/30/2020

at the following location and street address: www.mckissock.com

I/we certify that these hours meet the requirements for Continuing Education under Section 4763 of the Ohio Revised Code.

VERIFIER

Richard D. McKissock
Signature

DATE OF ISSUANCE 11/30/2020

Richard McKissock
Typed Signature

McKissock
Name of School or Source

PO Box 1673, Warren, PA 16365
School or Source's Address

COURSE CERTIFICATION NUMBER

913004912A 20

ATTENDANCE CERTIFICATE FOR
CONTINUING EDUCATION IN APPRAISAL

This will verify that

John M Paventi
ATTENDEE

ACG.2012001672
APPRAISER CERTIFICATE NUMBER

4559 Fitzgerald Ave, Youngstown, OH 44515
Home or Business Address

successfully completed 2 clock hours of continuing education in:

Appraisal of Industrial and Flex Buildings

Title of approved offering, course, seminar, or conference

Offering was 90% or better, attended on the date(s) 02/28/2022
at the following location and street address: www.mckissock.com

I/we certify that these hours meet the requirements for Continuing Education under Section 4763 of the Ohio Revised Code.

VERIFIER

Jackie Vincent

Signature

DATE OF ISSUANCE 02/28/2022

Jackie Vincent

Typed Signature

McKissock

Name of School or Source

PO Box 1673, Warren, PA 16365

School or Source's Address

COURSE CERTIFICATION NUMBER

913201708A 20

ATTENDANCE CERTIFICATE FOR
CONTINUING EDUCATION IN APPRAISAL

This will verify that

John M Paventi
ATTENDEE

ACG.2012001672
APPRAISER CERTIFICATE NUMBER

4669 Fitzgerald Ave, Youngstown, OH 44515
Home or Business Address

successfully completed 7 clock hours of continuing education in:

Residential Construction and the Appraiser

Title of approved offering, course, seminar, or conference

Offering was 90% or better, attended on the date(s) 12/21/2023
at the following location and street address: www.mckissock.com

I/we certify that these hours meet the requirements for Continuing Education under Section 4763 of the Ohio Revised Code.

VERIFIER

Jackie Vincent

Signature

DATE OF ISSUANCE 12/21/2023

Jackie Vincent

Typed Signature

McKissock

Name of School or Source

PO Box 1673, Warren, PA 16365

School or Source's Address

COURSE CERTIFICATION NUMBER

913301712A 22

FISCAL OFFICER'S CERTIFICATE

5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the year 2024 under the Agreement has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of:

2014-002.100-601 (Contract Services)- \$400,000

Agreement Title: Appraisal Professional Service Contract 2026 Revaluation with Integrity Appraisal Firm

Between: Integrity Appraisal Firm and Ashtabula County Commissioners



David Thomas
Ashtabula County Auditor

Date: _____

4/19/24