

**BOARD OF COUNTY COMMISSIONERS  
ESCAMBIA COUNTY, FLORIDA**

**OFFICE OF PURCHASING**

213 PALAFOX PLACE 2<sup>nd</sup> Floor

PENSACOLA, FL 32502

TELEPHONE (850)595-4980

(SUNCOM) 695-4980

TELEFAX (850)595-4805

<http://www.myescambia.com/business/solicitations>

Claudia Simmons  
Purchasing Manager



**CERTIFICATION OF CONTRACT**

**TITLE: Real Estate Appraisal Services**

**CONTRACT NO.: PD 15-16.002**

**AWARD DATE: January 21, 2016**

**EFFECTIVE DATE: January 21, 2016**

**AWARD: Authorize the issuance of Purchase Orders based on the award to the lowest cost provider at the time of quotation of the appraisal service as needed by the County during the term of the Agreement.**

**STATUS: For a period of 12 months effective date**

**CONTRACTOR (S): A). Asmar Appraisal Company, Inc.; B). Brantley & Associates Real Estate Appraisal Corp.; C). G.Daniel Green and Associates, Inc.; D). Fruittcher-Lowery Appraisal Group, Inc.; E). Presley-McKenney & Associates, Inc.; and F). Sherrill and Stanton, LLC.**

**ANY QUESTIONS, SUGGESTIONS, OR CONTRACT SUPPLIER PROBLEMS WHICH MAY ARISE SHALL BE BROUGHT TO THE ATTENTION OF Claudia Simmons, Purchasing Manager (850) 595-4987 (850)695-4987. E-MAIL [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us)**

- A. **AUTHORITY** - Upon affirmative action taken by the Board of County Commissioners on (Month) (Date), (Year), a contract has been executed between the Board of County Commissioners, Escambia County Florida and the designated contractor(s).
- B. **EFFECT** - This contract was entered into to provide economies in the purchase of (**Service or Commodity**) as described within the solicitation. Therefore, in compliance with **County Ordinance Chapter 46 Finance, Article II Division 3, Section 46-81**, all purchases of these commodities shall be made under the terms, prices, and conditions of this contract and with the suppliers specified.
- C. **ORDERING INSTRUCTIONS** - All purchase orders shall be issued in accordance with **Codified County Ordinance, Chapter 46 Finance, Article II Purchases and Contracts; and, as supplemented by Ordinance 2001-9 and Ordinance 2001-60**. Purchases shall be at the prices indicated, exclusive of all Federal, State and local taxes. All contract purchase orders shall show the contract number, product number, quantity, description of item, with unit prices extended and purchase order totaled. (This requirement may be waived when purchase is made by a blanket purchase order.)
- D. **CONTRACTOR PERFORMANCE** - Departments shall report any vendor failure to perform according to the requirements of this contract on Report of Unsatisfactory Materials And/Or Service, Form F0140 to this office.
- E. **VENDOR PERFORMANCE EVALUATION FORM** - Contract Appraisal, form F0190 should be used to provide your input and recommendations for improvements in the contract to the Office of Purchasing for receipt no later than 90 days prior to the expiration date of this contract.

## ORDERING INSTRUCTIONS

### **SHERRILL AND STANTON, LLC**

ALL ORDERS SHOULD BE DIRECTED TO: Charles C. Sherrill Jr., President

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 47-220XXXX

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 192901

VENDOR NAME: **Sherrill and Stanton, LLC**

STREET ADDRESS OR P.O. BOX: 410 East Government Street  
CITY, STATE, ZIP CODE: Pensacola, Florida 32502

CONTACT PERSON: Charles C. Sherrill

PHONE #: **(850) 432-9827**      TOLL FREE#:      FAX#: **(850) 916-2096**

E-MAIL ADDRESS: [cSherrilljr@Sherrillappraisal.com](mailto:cSherrilljr@Sherrillappraisal.com)

HOME PAGE ADDRESS:

EMERGENCY CONTACT PERSON:

PHONE#: **(850) 432-9827**      CELL#:      PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#:      CELL#      PAGER#:

TERMS OF PAYMENT:      NET 30 DAYS   X   2% 10th PROX \_\_\_\_\_

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD:      \_\_\_\_\_Yes      \_\_\_\_\_No

Will accept ESCAMBIA COUNTY DIRECT VOUCHER:      \_\_\_\_\_Yes      \_\_\_\_\_No

## ORDERING INSTRUCTIONS

### **PRESLEY-MCKENNEY & ASSOCIATES, INC.**

ALL ORDERS SHOULD BE DIRECTED TO:

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 58-267XXXX

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 164987

VENDOR NAME: **Presley-McKenney & Associates, Inc.**

STREET ADDRESS OR P.O. BOX: **Mailing:** P.O. Box 329

**Physical Address:** 913 Gulf Breeze Parkway, #30 Gulf Breeze, FL 32561

CITY, STATE, ZIP CODE: Pensacola, Florida 32591

CONTACT PERSON: M Eugene Presley

PHONE #: **(850) 916-7060**

TOLL FREE#:

FAX#: **(850) 916-2096**

E-MAIL ADDRESS: [epappraise@aol.com](mailto:epappraise@aol.com)

HOME PAGE ADDRESS:

EMERGENCY CONTACT PERSON:

PHONE#: **(850) 916-7060**

CELL#:

PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#:

CELL#

PAGER#:

TERMS OF PAYMENT: NET 30 DAYS  X  2% 10th PROX \_\_\_\_\_

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD: \_\_\_\_\_ Yes \_\_\_\_\_ No

Will accept ESCAMBIA COUNTY DIRECT VOUCHER: \_\_\_\_\_ Yes \_\_\_\_\_ No

## ORDERING INSTRUCTIONS

### **G. DANIEL GREEN AND ASSOCIATES, INC.**

ALL ORDERS SHOULD BE DIRECTED TO: G. Daniel Green  
G. Daniel Green and Associates, Inc.

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 59-291XXXX

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 025977

VENDOR NAME: **G. Daniel Green and Associates, Inc.**

STREET ADDRESS OR P.O. BOX: 103 Baybridge Drive  
CITY, STATE, ZIP CODE: Gulf Breeze, FL 32561

CONTACT PERSON: Laura Reagan or G. Daniel Green, President

PHONE #: **(850) 934-1797**      TOLL FREE#:      FAX#: **(850) 932-8679**

E-MAIL ADDRESS: [laura@danielgreen.com](mailto:laura@danielgreen.com) or laura@gdanielgreen.com

HOME PAGE ADDRESS:

EMERGENCY CONTACT PERSON: Laura Regan

PHONE#: **(850) 433-7631**      CELL#:      PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#:      CELL#      PAGER#:

TERMS OF PAYMENT:      NET 30 DAYS   X   2% 10th PROX \_\_\_\_\_

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD:      \_\_\_\_\_ Yes      \_\_\_\_\_ No

Will accept ESCAMBIA COUNTY DIRECT VOUCHER:      \_\_\_\_\_ Yes      \_\_\_\_\_ No

## ORDERING INSTRUCTIONS

### **FRUITTICHER-LOWERY APPRAISAL GROUP, INC**

ALL ORDERS SHOULD BE DIRECTED TO: Rodger K. Lowery, President  
Fruitticher Lowery Appraisal Group, Inc

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 62-166XXXX

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 062707

VENDOR NAME: **Fruitticher Lowery Appraisal Group, Inc.**

STREET ADDRESS OR P.O. BOX: 3000 Langley Avenue, Suite 402  
CITY, STATE, ZIP CODE: Pensacola, Florida 32504

CONTACT PERSON: Rodger K. Lowery

PHONE #: **(850) 477-0419**      TOLL FREE#:      FAX#: **(850) 477-7931**

E-MAIL ADDRESS: [rlowery@flag1.Net](mailto:rlowery@flag1.Net)

HOME PAGE ADDRESS:

EMERGENCY CONTACT PERSON: Rodger

PHONE#: **(850) 477-0419**      CELL#:      PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#:      CELL#      PAGER#:

TERMS OF PAYMENT:      NET 30 DAYS  X  2% 10th PROX \_\_\_\_\_

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD:      \_\_\_\_\_ Yes      \_\_\_\_\_ No

Will accept ESCAMBIA COUNTY DIRECT VOUCHER:      \_\_\_\_\_ Yes      \_\_\_\_\_ No

## ORDERING INSTRUCTIONS

### **BRANTLEY & ASSOCIATES REAL ESTATE APPRAISAL CORP.**

ALL ORDERS SHOULD BE DIRECTED TO: Shawn Brantley, MAI  
Brantley & Associates Real Estate Appraisal Corp.

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 59-341XXXX

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 410028

VENDOR NAME: **Brantley & Associates Real Estate Appraisal Corp.**

STREET ADDRESS OR P.O. BOX: **Mailing address:** P.O. Box 12505  
**Physical address:** 100 N. Spring Street, Suite 2 Pensacola, Florida 32502  
CITY, STATE, ZIP CODE: **PENSACOLA, FL 32591**

CONTACT PERSON: Shawn Brantley

PHONE #: **(850) 433-5075**      TOLL FREE#:      FAX#: **(850)**

E-MAIL ADDRESS: [shawnbrantley@brantleyassociates.com](mailto:shawnbrantley@brantleyassociates.com)

HOME PAGE ADDRESS:

EMERGENCY CONTACT PERSON: Shawn Brantley, MAI

PHONE#: **(850) 433-5075**      CELL#:      PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#:      CELL#      PAGER#:

TERMS OF PAYMENT:      NET 30 DAYS   X   2% 10th PROX \_\_\_\_\_

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD:      \_\_\_\_\_ Yes      \_\_\_\_\_ No

Will accept ESCAMBIA COUNTY DIRECT VOUCHER:      \_\_\_\_\_ Yes      \_\_\_\_\_ No

## ORDERING INSTRUCTIONS

### **ASMAR APPRAISAL COMPANY, INC.;**

ALL ORDERS SHOULD BE DIRECTED TO: Joel Asmar, MAI  
Asmar Appraisal Company, Inc.

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 59-362XXXX

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 014139

VENDOR NAME: **Asmar Appraisal Company, Inc.**

STREET ADDRESS OR P.O. BOX: 3 West Garden Street, Suite 504  
CITY, STATE, ZIP CODE: **PENSACOLA, FL 32502**

CONTACT PERSON: Joel Asmar

PHONE #: **(850) 433- 7631**      TOLL FREE#:      FAX#: **(850) 433-7632**

E-MAIL ADDRESS: joel@asmarappraisal.com

HOME PAGE ADDRESS:

EMERGENCY CONTACT PERSON: Joel Asmar, MAI

PHONE#: **(850) 433-7631**      CELL#:      PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#:      CELL#      PAGER#:

TERMS OF PAYMENT:      NET 30 DAYS   X   2% 10th PROX \_\_\_\_\_

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD:      \_\_\_\_\_Yes      \_\_\_\_\_No

Will accept ESCAMBIA COUNTY DIRECT VOUCHER:      \_\_\_\_\_Yes      \_\_\_\_\_No

**AGREEMENT FOR REAL ESTATE APPRAISAL SERVICES (PD 15-16.002)**

This is an Agreement made this 21<sup>st</sup> day of January, 2016, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Street, Pensacola, Florida 32502, and Sherrill & Stanton, LLC, a for-profit limited liability company authorized to do business in the State of Florida (hereinafter referred to as "Consultant"), whose federal identification number is 47-2209520, and whose principal address is 410 East Government Street Pensacola, FL 32502.

**WITNESSETH:**

**WHEREAS**, on October 19, 2015, the County issued a Request for Qualifications (PD 15-16.002) seeking the services of qualified Professional Appraisers to provide real estate appraisal services on an as needed basis; and

**WHEREAS**, the Consultant submitted a proposal, and the County has determined that the Consultant is qualified to provide professional real estate appraisal services; and

**WHEREAS**, the County desires to enter into an agreement with the Consultant for the provision of such services as provided herein.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Consultant agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. Term. The term of this Agreement shall commence upon the date last executed and continue for a term of one (1) year.
3. Scope of Services. Consultant agrees to provide real estate appraisal services including, but not limited to, the scope of services outlined in Escambia County's RFQ P.D. 15-16.002, attached hereto as **Exhibit A**, and the Consultant's proposal, attached hereto as **Exhibit B**. In the event of a conflict between the terms of the Exhibits referenced above and this Agreement, the terms of this Agreement shall prevail.
4. Compensation. County shall pay Consultant a lump sum fee for assigned appraisal services, which shall be determined on a per assignment basis. This fee shall include all costs and expenses.
5. Purchase Orders. The County shall issue written purchase orders to the Consultant on an as-needed basis. The services shall be described in detail and the time frame in which performance needs to be accomplished will be stated in the



purchase order. No minimum quantity of work is guaranteed during the term of this agreement, and only services ordered pursuant to a purchase order may be compensated.

6. Method of Billing. Consultant may request payment from County by the submission of a properly executed original invoice. Invoices shall reflect the number of hours expended and the amount due and owing for monthly fees with appropriate supporting documentation. The County agrees it shall make its best efforts to pay Consultant within thirty (30) days of receipt and approval of Consultant's invoice. Payments under this agreement and interest on any late payments shall be governed by and construed in accordance with the Florida Prompt Payment Act, §§218.70, et seq., Florida Statutes, as amended.

7. Termination. This Agreement may be immediately terminated for cause by County or terminated for convenience upon providing thirty (30) days written notice to Contractor. This Agreement may be terminated for cause by the Contractor upon providing ninety (90) days written notice to the County. In the event of termination by either party as provided herein, the Contractor shall be paid for services provided through the date of termination.

8. Conflict of Interest. Consultant agrees it shall not contract for or accept employment for the performance of any work or service with any individual, business corporation, or government unit that would create a conflict of interest in the performance of its obligations under this Agreement. Consultant further agrees it will neither take any action nor engage in any conduct that would cause any County employee or official to violate the provisions of Chapter 112, Florida Statutes, relating to ethics in government. Consultant also agrees to comply with the County's ordinance prohibiting conflicts of interest among retained consultants.

9. Indemnification. Consultant shall indemnify and hold harmless Escambia County, its elected and appointed officials, employees, volunteers, representative and agents for any and all claims, suits, actions, damages, liability and expenses arising from or relating to any wrongful act or omission, whether or not the same constitutes a breach of this Agreement or is committed in the course of performing its lobbying duties hereunder, including but not limited to those acts or omissions which are considered defamatory, libelous, discriminatory or otherwise unlawful under applicable laws and any act or omission relating to Consultant failure to maintain insurance as required herein or to properly report or pay any applicable federal, state or local fees or taxes.

10. Insurance. The Consultant is required to carry the following insurance:(a) Commercial General Liability Commercial General Liability, Form CG1, with \$1,000,000 per occurrence. Excess or umbrella insurance may be purchased to make up the difference, if any, between the policy limits of the underlying policies.

(b) Business Automobile Liability with \$1,000,000 per occurrence minimum combined single limits for all hired, owned, and non-owned vehicles.

- (c) Professional Liability with \$1,000,000 per occurrence minimum limit.
- (d) Florida statutory Workers' Compensation.
- (e) It is understood and agreed by the parties that in the event that the Consultant consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.
- (f) Consultant agrees all liability coverage shall be through carriers admitted to do business in the State of Florida. Carriers shall be "A" or other Secure Best Rating with a minimum financial size of "VII", according to the A.M. Best Key Rating Guide Latest Edition. The insurance policies shall be endorsed to provide at least 30 days advance notice of cancellation, nonrenewal or adverse change. Such notices shall be mailed to Escambia County, Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597.
- (g) The Board of County Commissioners and Escambia County shall be endorsed as "additional insureds" on all liability policies (except Workers' Compensation and professional liability). Certificates of Insurance shall be provided to Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597 prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County. The Board of County Commissioners and Escambia County shall also be the certificate holders.

11. Independent Contractor Status. In the performance of this Agreement hereunder, Consultant is an independent contractor. Consultant shall not hold itself out as an employee, agent or servant of the County; and Consultant shall not have the power or authority to bind the County in any promise, agreement or representation, other than as specifically provided in this Agreement or as may be expressly provided hereafter in writing by an authorized official of the County.

12. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: Sherrill & Stanton, LLC  
Attention: Charles C. Sherrill Jr.  
410 East Government Street  
Pensacola, Florida 32502

To: County  
Attention: County Administrator  
221 Palafox Place  
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of

which no notice was given, shall be deemed to be receipt of the notice sent. Any party shall have the right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

14. Public Records. The Consultant acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Consultant fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Consultant seven days written notice, during which period the Consultant still fails to allow access to such documents, terminate the contract.

15. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Consultant acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

16. Compliance with Laws. Consultant agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement, including but not limited to properly registering as a lobbyist for representation of the County with the appropriate governmental entities as well as making all necessary lobbying reports in a timely manner to the proper authorities.

17. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

18. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.



ATTEST: PAM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: [Signature]  
DEPUTY CLERK

COUNTY:  
BOARD OF COUNTY COMMISSIONERS  
ESCAMBIA COUNTY, FLORIDA

By: [Signature]  
Grover C. Robinson, IV, Chairman

BCC Approved: 01-21-2016

Date Executed  
1/26/2016

~~Witness~~

~~Witness~~

CONSULTANT:  
[Signature]  
By: Charles C. Sherrill Jr., President

ATTEST:  
By: [Signature] n/a  
Corporate Secretary

(SEAL) [Signature]  
witness

[Signature]  
witness

Approved as to form and legal sufficiency

By/Title: [Signature]  
Date: 1/28/16

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE

BOARD OF COUNTY COMMISSIONERS  
ST. JOHNS COUNTY, FLORIDA

ATTEST: PAM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: \_\_\_\_\_  
DEPUTY CLERK

*[Signature]*  
\_\_\_\_\_

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

*[Signature]*

COMMISSIONER

*[Signature]*  
\_\_\_\_\_

By: \_\_\_\_\_

ATTEST:  
\_\_\_\_\_

Deputy Clerk

Approved as to form and legal  
sufficiency

*[Signature]*  
\_\_\_\_\_

Notary Public

*[Signature]* (JACB)

*[Signature]*

ESCAMBIA COUNTY  
FLORIDA

REQUEST FOR QUALIFICATIONS

REAL ESTATE APPRAISAL SERVICES

SPECIFICATION NUMBER PD 15-16.002

Responses Will Be Received Until: 3:00 p.m., CST, Monday, November 16, 2015

Office of Purchasing, Room 11.101  
213 Palafox Place, Pensacola, FL 32502  
Matt Langley Bell III Building  
Post Office Box 1591  
Pensacola, FL 32591-1591

Board of County Commissioners

Steven Barry, Chairman  
Grover Robinson IV, Vice Chairman  
Lumon J. May  
Wilson B. Robertson  
Douglas Underhill

**Procurement Assistance:**

Claudia Simmons, Manager  
Office of Purchasing  
2<sup>nd</sup> Floor, Matt Langley Bell, III Building  
213 Palafox Place, Room 11.101  
Pensacola, FL 32502  
Phone: (850) 595-4987  
Fax: (850) 595-4805  
Email: [casimmon@co.escambia.fl.us](mailto:casimmon@co.escambia.fl.us)

Website: [www.myescambia.com](http://www.myescambia.com)

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening.

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction



## **PART A SUMMARY**

The Board of County Commissioners of Escambia County is seeking the Professional Services of qualified firms to provide real estate appraisal services within the geographical boundaries of Escambia County.

The primary objective of this Request for Qualifications is the selection of qualified and experienced Real Estate Appraisal Firms with the right and privilege to provide real estate appraisal services within Escambia County for inclusion in the Real Estate Appraisal Services Agreement to provide quotes for appraisal services as needed by the County.

## **PART 1 GENERAL INFORMATION**

### **1-1 ISSUING OFFICER**

The project Director shall be Jack Brown, County Administrator. The liaison officer shall be Larry Goodwin, Real Estate Acquisition Manager, Public Works Department, Engineering Division.

The contracting agency shall be the Escambia County Board of Commissioners, c/o the Office of Purchasing, P.O. Box 1591, Pensacola, Florida, 32502

### **1-2 CONTRACT CONSIDERATION**

The Services Agreement for Real Estate Appraisal Services will be a multiple award agreement for a term of twelve (12) months and will be awarded to those firms deemed qualified through the Request for Qualifications described herein.

### **1-3 REJECTION**

The right is reserved by the Board of County Commissioners to accept or reject any or all offers or to waive any informality, existing in any submittal or to accept the submittals which best serves the interest and intent of this project and is from the most responsive and responsible proposer.

### **1-4 INQUIRIES**

Procurement questions may be directed to Claudia Simmons, Purchasing Manager, (850) 595-4987 (Fax) (850) 595-4805, Email: [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us).

**1-5 ADDENDA**

Any changes made in the Request for Proposal shall be brought to the attention of all of those who have provided the proper notices of interest in performing the services.

**1-6 SCHEDULE**

**The following schedule is subject to change and will be adhered to in so far as practical in all actions related to this solicitation:**

- A. Mailing date of Request for Qualifications.....October 19, 2015
- B. Receipt of Qualifications .....November 16, 2015, Monday at 3:00p.m., CST, Office of Purchasing Conference Room 11.407
- C. First Committee Meeting.....November 18, 2015 at 3:30p.m., CST

**PART II INFORMATION REQUIRED FROM FIRMS**

**ALL SUBMITTALS SHALL INCLUDE THE FOLLOWING INFORMATION. PROVIDE ONE (1) ORIGINAL AND 3 (THREE) COPIES OF THE INFORMATION TO BE REVIEWED.**

**TAB 2 - Statement of Qualifications**

In rating applicants to be put on the County's list of Professional Appraisers, the County requires the following information:

1. Name, business address, and address of any branch offices and E-mail addresses
2. A list of all appraisal personnel who may be assigned to County projects, appraisal designations held, years of experience and dates of re-certification, along with any planned allocation of staff to county projects;
3. A listing of counties and courts where the applicant has been accepted as an expert witness, along with a list of recent cases in which the applicant has participated;
4. A sample appraisal report;
5. A statement of the appraiser's ability to respond quickly to requested appraisals;
6. The names, addresses and telephone numbers of a least three (3) of your most recent clients who can be contacted as references; and
7. Any other materials or information that might assist the County in evaluating your qualifications.



### **PART III SCOPE OF WORK**

Escambia County is creating a selective list of approved Professional Appraisers for possible future assignments to assist Escambia County in its determination of valuation of property under varying circumstances, such as for eminent domain proceedings, acquisition, conveyance, and other transactional purposes. The County is seeking the services of Residential Appraisers and Commercial Appraisers. License requirements will be commensurate with the work to be performed.

In order to qualify for the County's list of Professional Appraisers, the appraiser must be able to perform Residential Appraisals or Commercial Appraisals, have a minimum of five years of professional experience related to the completion of appraisals, and provide a complete list of entities for whom appraisals have been completed.

All appraisals must be prepared in conformance with the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board of the Appraisal Foundation.

A Service Agreement will be entered into with multiple firms based upon the responsibility and responsiveness to the needs of the County. Prior to each assignment an hourly rate and total cost schedule will be requested for each assignment to be provided in fulfillment of the requested services from all qualified firms under the Service Agreement. Response time for return of quotes is expected to be within 5 working days. Time frame for completion of all appraisals is expected to be within 4 weeks. Appraisal Services may be required for both commercial and residential Real Estate. Firms may be qualified for both or either type of Appraisal Services.

## STATEMENT OF QUALIFICATIONS

1. Name, business address, and address of any branch offices and E-mail addresses:

Sherrill & Stanton, LLC  
410 East Government Street  
Pensacola, Florida 32502

[csherrilljr@sherrillappraisal.com](mailto:csherrilljr@sherrillappraisal.com)

2. A list of all appraisal personnel who may be assigned to County projects, appraisal designations held, years of experience and dates of re-certification, along with any planned allocation of staff to county projects:

Not Applicable

3. A listing of counties and courts where the applicant has been accepted as an expert witness, along with a list of recent cases in which the applicant has participated:

Escambia County  
Santa Rosa County  
Okaloosa County

4. A sample appraisal report:

4045 Barrancas Avenue, Pensacola, Florida for Escambia County Community & Environment Division

5. A statement of the appraiser's ability to respond quickly to requested appraisals:

Charles C. Sherrill, Jr. is very capable of responding to requested appraisals.

6. The names, addresses and telephone numbers of at least three (3) of your most recent clients who can be contacted as references:

Escambia County Community &  
Environment Division  
Attention: Mr. Glenn Griffith 850-595-3538  
221 Palafox Place, Suite 305  
Pensacola, Florida 32502



Escambia County School District  
Attention: Mr. Shawn Dennis 850-469-6141  
75 North Pace Boulevard  
Pensacola, Florida 32505

City of Pensacola  
Planning Services Division  
Attn: Ms. Helen Gibson 850-436-5650  
222 West Main Street  
Pensacola, FL 32502

7. Any other materials or information that might assist the county in evaluating your qualifications:

## **APPRAISER'S QUALIFICATIONS**

**NAME:** Charles C. Sherrill, Jr., MAI  
**TITLE:** President  
**OFFICE ADDRESS:** Sherrill Appraisal Company  
410 East Government Street  
Pensacola, Florida 32502  
**EDUCATION:** Bachelor of Arts Degree in Economics, Washington & Lee University,  
Lexington, Virginia (1984)

Successfully completed the following courses sponsored by the American Institute of Real Estate Appraisers:

- Course 1A-1 Real Estate Appraisal Principles (Tufts University, 1986)
- Course 1A-2 Basic Valuation Procedures (University of North Carolina, 1986)
- Course SPP Standards of Professional Practice (Atlanta, Georgia, 1987)
- Course 1B-A Capitalization Theory and Techniques - Part A (Florida State University, 1987)
- Course 1B-B Capitalization Theory and Techniques - Part B (University of Portland, 1988)
- Course 2-1 Case Studies in Real Estate Valuation (Colorado University, 1988)
- Course 2-2 Report Writing and Valuation Analysis (University of Central Florida, 1989)

Successfully completed the following course sponsored by the Commercial Investment Real Estate Institute:

- Course 401 Introduction to Commercial Real Estate Analysis (Pensacola, Florida, 1995/1998)

### **CONTINUING EDUCATION:**

Credited with attendance/completion of the following seminars/courses:

#### **Appraisal Institute**

- Eminent Domain and Condemnation
- Uniform Standards of Professional Appraisal Practice
- Business Practices and Ethics
- Analyzing Operating Expenses
- Appraising from Blueprints and Specifications
- Feasibility, Market Value, and Investment Timing
- Analyzing Distressed Real Estate
- Hotel/Motel Valuation
- Effective Appraisal Report Writing
- FHA Homebuyer Protection Plan and The Appraisal Process
- Standards of Professional Practice - Part C
- Standards of Professional Practice - Part A
- Fair Lending and the Appraiser
- Appraisal of Retail Properties
- Standards of Professional Practice - Part B
- Understanding Limited Appraisals and General Reporting Options - General
- Accrued Depreciation
- Depreciation Analysis
- Rates, Ratios, and Reasonableness
- Comprehensive Appraisal Workshop
- Real Estate Risk Analysis

## APPRAISER'S QUALIFICATIONS

### CONTINUING EDUCATION (Continued):

Credited with attendance/completion of the following seminars/courses:

#### State Certification

USPAP Update  
Florida Appraisal Laws and Regulations  
Appraisal of 2-4 Family and Multi-Family Properties  
Challenging Assignments for Residential Appraiser's  
Foreclosure Basics for Appraiser's  
Florida Appraiser Supervisor/Trainee Rules  
Income Capitalization Approach  
Neighborhood Analysis  
Communicating the Appraisal  
Appraisal Principles  
Sales Comparison Approach  
Real Estate, Mortgages, and Law

### EXPERIENCE:

Engaged since 1986 in valuation, consulting, and market studies of various property types, including office, retail, industrial, multi-family residential, churches, restaurants, motels, subdivision developments, commercial land, acreage, marinas, single family residential, and condominiums in numerous states. Have testified as an expert witness numerous times in the Circuit Courts of Escambia, Santa Rosa, and Okaloosa Counties. Prior to joining Sherrill Appraisal Company in 1992, employed by Landauer Associates, Inc., Atlanta, Georgia (1986-1992) as Vice President, Valuation and Technical Services Division.

### PROFESSIONAL LICENSES:

State Certified General Appraiser (#RZ1665), State of Florida (1993-Present)  
Licensed Real Estate Broker (#BK0436908), State of Florida (1996-Present)  
Former Licensed Real Estate Salesman (#SL0436908), State of Florida (1985-1996)  
Former State Certified Appraiser (#000439), State of Georgia (1991-1992)

### PROFESSIONAL MEMBERSHIPS:

Member, Appraisal Institute: Awarded the MAI designation by the Appraisal Institute in 1991  
Past Member, Regional Ethics and Counseling Panel - Appraisal Institute (1994-1996)  
Past Member, Escambia County Value Adjustment Board (2008 - 2012)  
Member, Pensacola Association of Realtors  
Member, Florida Association of Realtors  
Member, National Association of Realtors  
Member, Branch Banking and Trust Company Local Advisory Board of Directors  
Member, Pensacola Area Chamber of Commerce

### CIVIC ACTIVITIES:

Member, Rotary Club of Pensacola (Former Board Director): Paul Harris Award Recipient  
Past President and Executive Committee Member, Pensacola Sports Association Board of Directors  
Current Board Member, Pensacola Sports Foundation  
Past Secretary/Past Treasurer, Fiesta of Five Flags Association Board of Governors  
Past Board Member and Trustee, Pensacola Historical Society Foundation  
Past Member and Executive Committee Member, Pensacola State College Board of Governors  
Member and Past Board Director & Executive Committee Member, Pensacola YMCA  
Past Board Member and Former Treasurer, Pensacola Historical Society Board of Directors  
Past President, Booker T. Washington High School Baseball Booster Club Board of Directors  
Graduate, Leadership Pensacola (Class of 1999)

Other civic involvements include various fund raising activities for Boy Scouts of America, Junior Achievement, March of Dimes, American Cancer Society, Leukemia Society, and the American Heart Association.

Aegon Realty Advisors Company  
Bank of America  
BBVA Compass  
Beach Community Bank  
Branch Banking & Trust (BB&T)  
Canadian Imperial Bank of Commerce  
Centennial Bank  
Chase Manhattan Mortgage Corp.  
Charter Bank  
Coastal Bank and Trust  
Colonial Bank of Alabama  
Cumberland Bank (Kentucky)  
Dollar Bank  
Equity Valuation Partners  
First American Bank  
First City Bank of Fort Walton Beach  
First Coast Community Bank  
First National Bank of Commerce (Louisiana)  
First National Bank of Florida  
First Navy Bank  
Gulf Coast Community Bank  
GulfSouth Private Bank  
Hancock Bank

Liberty Bank  
Metric Realty  
Metropolitan Life Insurance Company  
National Bank of Commerce (Alabama)  
Navy Federal Credit Union  
Pen Air Federal Credit Union  
Pensacola Government Credit Union  
PNC Bank  
Premier Bank (Louisiana)  
RBC Bank  
Regions Bank  
ServisFirst Bank  
Smart Bank  
Statewide Mortgage Company  
SunTrust Banks, Inc.  
Travellers Realty Investment Company  
Tyndall Federal Credit Union  
United Bank (Alabama)  
Valuation Management Group  
Vanguard Bank & Trust Company  
Whitney National Bank  
Wachovia Corporation  
Wells Fargo Bank

#### Market Value Purposes

Aetna Realty Advisors  
Bank of Boston  
Bank South N. A.  
Baptist Health Care Corp.  
Barnett Banks, Inc.  
Barnett Bank Trust Company N. A.  
Catholic Church Diocese  
Chicago Title Company  
Citicorp Real Estate  
City of Fort Walton Beach  
City of Milton  
City of Pensacola  
Dusco Property Management  
Episcopal Church Diocese  
Escambia County, Florida  
Escambia County Employees' Credit Union  
Escambia County Utilities Authority  
Fairfield Communities, Inc.  
Federal Aviation Administration  
Federal Deposit Insurance Corporation  
First Alabama Bank  
First National Bank of Georgia  
Fisher Brown Insurance Company (Cost Analysis)

Ford Motor Company  
Florida Department of Transportation  
Gulf American SBL, Inc.  
Lakeview Center  
Lasalle Realty Advisors  
Midway Water Company  
PHH Relocation and Real Estate  
Pensacola Area Chamber of Commerce  
Pensacola Historical Society  
Pensacola State College  
Pensacola Preservation Board (State of Florida)  
Port of Pensacola  
Presbytery of Florida  
Recoll Management Corporation Insurance Co.  
Sacred Heart Hospital  
Saltmarsh, Cleaveland & Gund  
Southern Company  
SouthTrust Bank of Alabama, N.A.  
Various Estates, Attorney's, Accountants, Insurance  
Companies, Churches, & Property Owners  
Waterfront Rescue Mission  
Wachovia Settlement Services, LLC  
WSRE Television

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**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to Escambia County  
(print name of the public entity)  
by Charles C Sherrill Jr. Appraiser; President  
(print individual's name and title)  
for Sherrill Appraisal Company  
(print name of entity submitting sworn statement)

whose business address is

410 East Government Street  
Pensacola, Fla 32502

and (if applicable) its Federal Employer Identification Number (FEIN) is:  
47-220 9526

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
  - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(e). Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

**I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.**

Stephanie Rodriguez  
(signature)

Sworn to and subscribed before me this 2<sup>ND</sup> day of NOVEMBER, 2015

Personally known \_\_\_\_\_

Stephanie Rodriguez

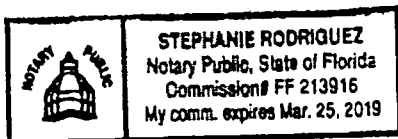
OR produced identification \_\_\_\_\_

Notary Public - State of FLORIDA

FLORIDA DRIVER'S LICENSE  
(Type of identification)

My commission expires 03/25/2019

(Printed typed or stamped commissioned name of notary public)







**Information Sheet  
for Transactions and Conveyances  
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One)  
 Yes or  No

If not a Florida Corporation,  
In what state was it created: Florida  
Name as spelled in that State: Sherrill & Stanton LLC

What kind of corporation is it:  "For Profit" or  "Not for Profit"

Is it in good standing:  Yes or  No

Authorized to transact business  
in Florida:  Yes or  No

State of Florida Department of State Certificate of Authority Document No.: L14000169062

Does it use a registered fictitious name:  Yes or  No Sherrill Appraisal Company

Names of Officers:  
President: Charles C. Sherrill Jr. Secretary: \_\_\_\_\_  
Vice President: Todd W. Stanton Treasurer: \_\_\_\_\_  
Director: \_\_\_\_\_ Director: \_\_\_\_\_  
Other: \_\_\_\_\_ Other: \_\_\_\_\_

Name of Corporation (As used in Florida):  
Sherrill & Stanton LLC  
(Spelled exactly as it is registered with the state or federal government)

Corporate Address:  
Post Office Box: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Street Address: 410 East Government Street  
City, State, Zip: Pensacola FL 32502

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Page 2 of 2  
Corporate Identification

Federal Identification Number: 47-2209520  
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: \_\_\_\_\_ E-mail: csherrilljr@sherrill  
Telephone Number: 432-9827 Facsimile Number: \_\_\_\_\_ appraisal.com

Name of individual who will sign the instrument on behalf of the company:

Charles C. Sherrill Jr.

(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company: President

END

---

(850) 488-9000

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
FLORIDA REAL ESTATE APPRAISAL BD

LICENSE NUMBER	
RZ1665	

The CERTIFIED GENERAL APPRAISER  
Named below IS CERTIFIED  
Under the provisions of Chapter 475 FS.  
Expiration date: NOV 30, 2016



SHERRILL, CHARLES C JR PA  
410 E GOVERNMENT ST  
PENSACOLA FL 32502



ISSUED: 08/20/2014

DISPLAY AS REQUIRED BY LAW

SEQ # L1408200003373

**BUSINESS TAX RECEIPT  
ESCAMBIA COUNTY, FL**

**JANET HOLLEY, CFC**  
Tax Collector

THIS BUSINESS TAX RECEIPT EXPIRES

2015 - 2016

September 30, 2016  
HOLDER IS HEREBY AUTHORIZED TO ENGAGE IN  
THE BUSINESS, PROFESSION, OR OCCUPATION OF

THE ISSUANCE OF THIS RECEIPT  
DOES NOT ENSURE COMPETENCY

PAID-171416.0001-0001 105 08/10/2015 26.25

REAL ESTATE APPRAISOR  
410 E GOVERNMENT ST

ACCT. NO. 693809 GROUP TYPE 046128 TOTAL 26.25

SHERRILL APPRAISAL COMPANY

This business tax receipt is in addition to and not in lieu of any other license required by law or municipal ordinance and is subject to regulations of zoning, health, contractor licensing, and other lawful authority.

410 E GOVERNMENT ST  
Pensacola, FL 32502

OWNER: SHERRILL APPRAISAL COMPANY

DETACH BEFORE DISPLAYING RECEIPT



Janet Holley, CFC  
ESCAMBIA COUNTY TAX COLLECTOR  
Post Office Box 1312  
Pensacola, FL 32591  
Phone: 850-438-6500  
Email: ectc@EscambiaTaxCollector.com  
Web: www.EscambiaTaxCollector.com

**IMPORTANT INFORMATION  
ABOUT YOUR BUSINESS  
TAX RECEIPT**

ix receipt to be displayed conspicuously at the place of busi-  
n be open to the view of the public and subject to inspection  
he County.

ion to and not in lieu of any other license required by law or  
ct to regulations of zoning, health, contractor licensing, and

eptember 30 of each year.

ie at (850) 438-6500, ext. 3252 or by email at  
n if any of the following changes occur with your business:

Escambia County Tax Collector  
Date: 08/10/2015 Time: 08:25:16  
Location: 105  
Clerk: K2S  
Transaction 0171416

License Payment	
Account 693809	
Receipt 0171416.0001	26.25
<b>TOTAL PAID</b>	<b>26.25</b>
<b>TOTAL TENDERED</b>	<b>26.25</b>
CHECK 3282	26.25

Paid By: SHERRILL APPRAISAL COM

Where Service is a Matter of Pride.  
850-438-6500  
www.escambiataxcollector.com

any outstanding tangible tax liability for the business.

ing, an application for a Going Out of Business Permit  
urrender of your original business tax receipt and payment of



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/8/2015

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 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).


<b>PRODUCER</b> Daniels Commercial Insurance LLC 310 N Tarragona St Pensacola FL 32501	<b>CONTACT NAME:</b> Daniels Commercial Insurance LLC <b>PHONE (A/C. No. Ext.):</b> 850-308-7710 <b>E-MAIL ADDRESS:</b> service@dcinsllc.com	<b>FAX (A/C. No.):</b> 850-308-7716
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Shermil and Stanton, LLC 410 East Government St Pensacola, FL 32502	<b>INSURER A</b> Starr Indemnity & Liability Company	<b>NAIC #</b> 38318
	<b>INSURER B</b>	
	<b>INSURER C</b>	
	<b>INSURER D</b>	
	<b>INSURER E</b>	
	<b>INSURER F</b>	

**COVERAGES**      **CERTIFICATE NUMBER: 1474509567**      **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.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED (IND) (WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		1000362007151	7/8/2015	7/8/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NM) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE    OTH-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)  
Re: Appraisal - 2304 & 2322 North E Street  
The certificate holder is named as an Additional Insured on the policy per requirement by written agreement.

<b>CERTIFICATE HOLDER</b>  Escambia County 213 Palafox Place Pensacola FL 32502	<b>CANCELLATION</b>  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 

**AGREEMENT FOR REAL ESTATE APPRAISAL SERVICES (PD 15-16.002)**

This is an Agreement made this 21<sup>st</sup> day of January, 2016, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Street, Pensacola, Florida 32502, and Presley-McKenney & Associates, Inc., a for-profit corporation, authorized to do business in the State of Florida (hereinafter referred to as "Consultant"), whose federal identification number is 58-2675189, and whose principal address is 913 Gulf Breeze Parkway #30 Gulf Breeze, Florida 32561

**WITNESSETH:**

**WHEREAS**, on October 19, 2015, the County issued a Request for Qualifications (PD 15-16.002) seeking the services of qualified Professional Appraisers to provide real estate appraisal services on an as needed basis; and

**WHEREAS**, the Consultant submitted a proposal, and the County has determined that the Consultant is qualified to provide professional real estate appraisal services; and

**WHEREAS**, the County desires to enter into an agreement with the Consultant for the provision of such services as provided herein.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Consultant agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. Term. The term of this Agreement shall commence upon the date last executed and continue for a term of one (1) year.
3. Scope of Services. Consultant agrees to provide real estate appraisal services including, but not limited to, the scope of services outlined in Escambia County's RFQ P.D. 15-16.002, attached hereto as **Exhibit A**, and the Consultant's proposal, attached hereto as **Exhibit B**. In the event of a conflict between the terms of the Exhibits referenced above and this Agreement, the terms of this Agreement shall prevail.
4. Compensation. County shall pay Consultant a lump sum fee for assigned appraisal services, which shall be determined on a per assignment basis. This fee shall include all costs and expenses.
5. Purchase Orders. The County shall issue written purchase orders to the Consultant on an as-needed basis. The services shall be described in detail and the time frame in which performance needs to be accomplished will be stated in the purchase order. No minimum quantity of work is guaranteed during the term of this

agreement, and only services ordered pursuant to a purchase order may be compensated.

6. Method of Billing. Consultant may request payment from County by the submission of a properly executed original invoice. Invoices shall reflect the number of hours expended and the amount due and owing for monthly fees with appropriate supporting documentation. The County agrees it shall make its best efforts to pay Consultant within thirty (30) days of receipt and approval of Consultant's invoice. Payments under this agreement and interest on any late payments shall be governed by and construed in accordance with the Florida Prompt Payment Act, §§218.70, et seq., Florida Statutes, as amended.

7. Termination. This Agreement may be immediately terminated for cause by County or terminated for convenience upon providing thirty (30) days written notice to Contractor. This Agreement may be terminated for cause by the Contractor upon providing ninety (90) days written notice to the County. In the event of termination by either party as provided herein, the Contractor shall be paid for services provided through the date of termination.

8. Conflict of Interest. Consultant agrees it shall not contract for or accept employment for the performance of any work or service with any individual, business corporation, or government unit that would create a conflict of interest in the performance of its obligations under this Agreement. Consultant further agrees it will neither take any action nor engage in any conduct that would cause any County employee or official to violate the provisions of Chapter 112, Florida Statutes, relating to ethics in government. Consultant also agrees to comply with the County's ordinance prohibiting conflicts of interest among retained consultants.

9. Indemnification. Consultant shall indemnify and hold harmless Escambia County, its elected and appointed officials, employees, volunteers, representative and agents for any and all claims, suits, actions, damages, liability and expenses arising from or relating to any wrongful act or omission, whether or not the same constitutes a breach of this Agreement or is committed in the course of performing its lobbying duties hereunder, including but not limited to those acts or omissions which are considered defamatory, libelous, discriminatory or otherwise unlawful under applicable laws and any act or omission relating to Consultant failure to maintain insurance as required herein or to properly report or pay any applicable federal, state or local fees or taxes.

10. Insurance. The Consultant is required to carry the following insurance:

(a) Commercial General Liability Commercial General Liability, Form CG1, with \$1,000,000 per occurrence. Excess or umbrella insurance may be purchased to make up the difference, if any, between the policy limits of the underlying policies.

(b) Business Automobile Liability with \$1,000,000 per occurrence minimum combined single limits for all hired, owned, and non-owned vehicles.



- (c) Professional Liability with \$1,000,000 per occurrence minimum limit.
- (d) Florida statutory Workers' Compensation.
- (e) It is understood and agreed by the parties that in the event that the Consultant consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.
- (f) Consultant agrees all liability coverage shall be through carriers admitted to do business in the State of Florida. Carriers shall be "A" or other Secure Best Rating with a minimum financial size of "VII", according to the A.M. Best Key Rating Guide Latest Edition. The insurance policies shall be endorsed to provide at least 30 days advance notice of cancellation, nonrenewal or adverse change. Such notices shall be mailed to Escambia County, Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597.
- (g) The Board of County Commissioners and Escambia County shall be endorsed as "additional insureds" on all liability policies (except Workers' Compensation and professional liability). Certificates of Insurance shall be provided to Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597 prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County. The Board of County Commissioners and Escambia County shall also be the certificate holders.

11. Independent Contractor Status. In the performance of this Agreement hereunder, Consultant is an independent contractor. Consultant shall not hold itself out as an employee, agent or servant of the County; and Consultant shall not have the power or authority to bind the County in any promise, agreement or representation, other than as specifically provided in this Agreement or as may be expressly provided hereafter in writing by an authorized official of the County.

12. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: Presley-McKenney & Associates, Inc.  
Attention: M. Eugene Presley  
P.O. Box 329  
Pensacola, FL 32591

To: County  
Attention: County Administrator  
221 Palafox Place  
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of which no notice was given, shall be deemed to be receipt of the notice sent. Any party

shall have the right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

14. Public Records. The Consultant acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Consultant fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Consultant seven days written notice, during which period the Consultant still fails to allow access to such documents, terminate the contract.

15. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Consultant acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

16. Compliance with Laws. Consultant agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement, including but not limited to properly registering as a lobbyist for representation of the County with the appropriate governmental entities as well as making all necessary lobbying reports in a timely manner to the proper authorities.

17. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

18. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.

COUNTY:  
BOARD OF COUNTY COMMISSIONERS  
ESCAMBIA COUNTY, FLORIDA

ATTEST: PAM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: [Signature]  
DEPUTY CLERK

[Signature]  
By: Grover C. Robinson, IV, Chairman

Witness

Witness



BCC Approved: 01-21-2016

Date Executed

1/26/2016

CONSULTANT:

[Signature]  
By: M. Eugene Presley, President

ATTEST:

By: [Signature]  
Corporate Secretary

~~(SEAL)~~ [Signature]  
[Signature]

Approved as to form and legal sufficiency.

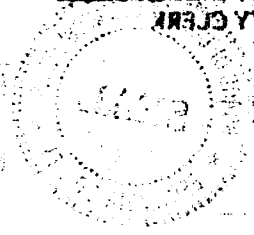
By/Title: [Signature]  
Date: 12/28/15

IN WITNESS WHEREOF, the said Court has caused this order to be signed and sealed at the Court House in the County of Brevard, Florida, this 15th day of August, 1964.

COUNTY OF BREVARD  
BOARD OF COUNTY COMMISSIONERS  
BREVARD COUNTY, FLORIDA

ATTEST: PAM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: \_\_\_\_\_  
DEPUTY CLERK

*[Signature]*  
Grover C. Robinson, IV, Chairman



Case No. 67-21-2014

1/20/501

COURT CLERK

*[Signature]*  
Ray M. Ferguson, President

*[Signature]*  
County Secretary

Approved as to form and legal  
sufficiency  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

*[Signature]*

ESCAMBIA COUNTY  
FLORIDA

REQUEST FOR QUALIFICATIONS

REAL ESTATE APPRAISAL SERVICES

SPECIFICATION NUMBER PD 15-16.002

Responses Will Be Received Until: 3:00 p.m., CST, Monday, November 16, 2015

Office of Purchasing, Room 11.101  
213 Palafox Place, Pensacola, FL 32502  
Matt Langley Bell III Building  
Post Office Box 1591  
Pensacola, FL 32591-1591

Board of County Commissioners

Steven Barry, Chairman  
Grover Robinson IV, Vice Chairman  
Lumon J. May  
Wilson B. Robertson  
Douglas Underhill

**Procurement Assistance:**

Claudia Simmons, Manager  
Office of Purchasing  
2<sup>nd</sup> Floor, Matt Langley Bell, III Building  
213 Palafox Place, Room 11.101  
Pensacola, FL 32502  
Phone: (850) 595-4987  
Fax: (850) 595-4805  
Email: [casimmon@co.escambia.fl.us](mailto:casimmon@co.escambia.fl.us)

Website: [www.myescambia.com](http://www.myescambia.com)

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening.

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction



## **PART A SUMMARY**

The Board of County Commissioners of Escambia County is seeking the Professional Services of qualified firms to provide real estate appraisal services within the geographical boundaries of Escambia County.

The primary objective of this Request for Qualifications is the selection of qualified and experienced Real Estate Appraisal Firms with the right and privilege to provide real estate appraisal services within Escambia County for inclusion in the Real Estate Appraisal Services Agreement to provide quotes for appraisal services as needed by the County.

## **PART 1 GENERAL INFORMATION**

### **1-1 ISSUING OFFICER**

The project Director shall be Jack Brown, County Administrator. The liaison officer shall be Larry Goodwin, Real Estate Acquisition Manager, Public Works Department, Engineering Division.

The contracting agency shall be the Escambia County Board of Commissioners, c/o the Office of Purchasing, P.O. Box 1591, Pensacola, Florida, 32502

### **1-2 CONTRACT CONSIDERATION**

The Services Agreement for Real Estate Appraisal Services will be a multiple award agreement for a term of twelve (12) months and will be awarded to those firms deemed qualified through the Request for Qualifications described herein.

### **1-3 REJECTION**

The right is reserved by the Board of County Commissioners to accept or reject any or all offers or to waive any informality, existing in any submittal or to accept the submittals which best serves the interest and intent of this project and is from the most responsive and responsible proposer.

### **1-4 INQUIRIES**

Procurement questions may be directed to Claudia Simmons, Purchasing Manager, (850) 595-4987 (Fax) (850) 595-4805, Email: [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us).

**1-5 ADDENDA**

Any changes made in the Request for Proposal shall be brought to the attention of all of those who have provided the proper notices of interest in performing the services.

**1-6 SCHEDULE**

The following schedule is subject to change and will be adhered to in so far as practical in all actions related to this solicitation:

- A. Mailing date of Request for Qualifications.....October 19, 2015
- B. Receipt of Qualifications .....November 16, 2015, Monday at 3:00p.m., CST, Office of Purchasing Conference Room 11.407
- C. First Committee Meeting.....November 18, 2015 at 3:30p.m., CST

**PART II INFORMATION REQUIRED FROM FIRMS**

**ALL SUBMITTALS SHALL INCLUDE THE FOLLOWING INFORMATION. PROVIDE ONE (1) ORIGINAL AND 3 (THREE) COPIES OF THE INFORMATION TO BE REVIEWED.**

**TAB 2 - Statement of Qualifications**

In rating applicants to be put on the County's list of Professional Appraisers, the County requires the following information:

1. Name, business address, and address of any branch offices and E-mail addresses
2. A list of all appraisal personnel who may be assigned to County projects, appraisal designations held, years of experience and dates of re-certification, along with any planned allocation of staff to county projects;
3. A listing of counties and courts where the applicant has been accepted as an expert witness, along with a list of recent cases in which the applicant has participated;
4. A sample appraisal report;
5. A statement of the appraiser's ability to respond quickly to requested appraisals;
6. The names, addresses and telephone numbers of a least three (3) of your most recent clients who can be contacted as references; and
7. Any other materials or information that might assist the County in evaluating your qualifications.

### **PART III SCOPE OF WORK**

Escambia County is creating a selective list of approved Professional Appraisers for possible future assignments to assist Escambia County in its determination of valuation of property under varying circumstances, such as for eminent domain proceedings, acquisition, conveyance, and other transactional purposes. The County is seeking the services of Residential Appraisers and Commercial Appraisers. License requirements will be commensurate with the work to be performed.

In order to qualify for the County's list of Professional Appraisers, the appraiser must be able to perform Residential Appraisals or Commercial Appraisals, have a minimum of five years of professional experience related to the completion of appraisals, and provide a complete list of entities for whom appraisals have been completed.

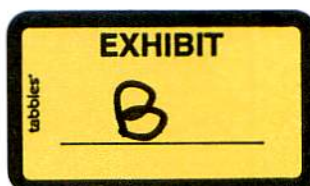
All appraisals must be prepared in conformance with the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board of the Appraisal Foundation.

A Service Agreement will be entered into with multiple firms based upon the responsibility and responsiveness to the needs of the County. Prior to each assignment an hourly rate and total cost schedule will be requested for each assignment to be provided in fulfillment of the requested services from all qualified firms under the Service Agreement. Response time for return of quotes is expected to be within 5 working days. Time frame for completion of all appraisals is expected to be within 4 weeks. Appraisal Services may be required for both commercial and residential Real Estate. Firms may be qualified for both or either type of Appraisal Services.



*Presley-McKenney & Associates, Inc.*  
*Consultant & Real Estate Valuations*  
*Post Office Box 329*  
*Pensacola, Florida 32591-0329*

Real Estate Appraisal Services  
Specification PD 15-16.002



SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON ENTITY CRIMES

1. This sworn statement is submitted to Escambia County  
(print name of the public entity)  
by M. Eugene Presley, MAI, SRA  
(print individual's name and title)  
for Presley-McKenney & Associates, Inc.  
(print name of entity submitting sworn statement)

whose business address is

PO Box 329  
Pensacola, FL 32591

and (if applicable) its Federal Employer Identification Number (FEIN) is:

58-2675189

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
  - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(c), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

M. E. ...  
(signature)

Sworn to and subscribed before me this 16<sup>th</sup> day of Nov, 2015

Personally known  \_\_\_\_\_

Alison N. Bunyard

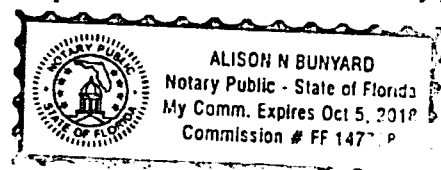
OR produced identification \_\_\_\_\_

Notary Public - State of FL

\_\_\_\_\_  
(Type of identification)

My commission expires Oct 5, 2018

(Printed typed or stamped commissioned name of notary public)



Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that Presley-McKENNEY + ASSOCIATES, INC. does:  
Name of Business INC.

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

As the person authorized to sign this statement, this firm does not comply fully with the above requirements.

M E - Perry  
Offeror's Signature

11-16-2015  
Date

**Information Sheet  
for Transactions and Conveyances  
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

(Please Circle One)

Is this a Florida Corporation

Yes

or

No

If not a Florida Corporation,

In what state was it created:

Name as spelled in that State:

\_\_\_\_\_

What kind of corporation is it:

"For Profit"

or

"Not for Profit"

Is it in good standing:

Yes

or

No

Authorized to transact business  
in Florida:

Yes

or

No

State of Florida Department of State Certificate of Authority Document No.:

P95000009648

Does it use a registered fictitious name:

Yes

or

No

Names of Officers:

President:

M Eugene Presley

Secretary:

M Eugene Presley

Vice President:

"

Treasurer:

"

Director:

"

Director:

"

Other:

\_\_\_\_\_

Other:

\_\_\_\_\_

Name of Corporation (As used in Florida):

Presley - MacKenney & Associates Inc

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box:

Po Box 329

City, State Zip:

Pensacola FL 32591

Street Address:

913 Gulf Breeze Pkwy #30

City, State, Zip:

Gulf Breeze, FL 32567

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Page 2 of 2  
Corporate Identification

Federal Identification Number: 54-2675189  
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: M Eugene Proseley E-mail: epappraise  
Telephone Number: 450-516-7260 Facsimile Number: 450-516-2096 @aol.com

Name of individual who will sign the instrument on behalf of the company:

M Eugene Proseley  
(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company: President

END

---

(850) 488-9000

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_



## Certificate of Status Verification

Listed below is the current information for the entity for which you are requesting a certificate of status. If this information is what you require for certification, please press the "Continue" button. If you do not wish to continue with this certification, press your browser "Back" button or select to return to the Sunbiz home page.

Document Number	P95000009648
Corporate Name	PRESLEY-MCKENNEY & ASSOCIATES, INC.
State of Inc	FL
Filing Date	01/31/1995
Document Type	Florida Profit Corporation
Document Status	ACTIVE
Effective Date	01/26/1995
Last Trans Date	10/27/2008
Last Trans Effective Date	11/01/2008
Last Annual Report Date	03/12/2015
Last Annual Report Year	2015

Please enter your e-mail address carefully and verify that it is correct. A copy of the requested Certificate of Status will be sent to this address.

Email Address

Re-enter Email Address

If this is not the correct information, please hit your browsers' 'Back' button and enter another document number.

Continue

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
FLORIDA REAL ESTATE APPRAISAL BD



<b>LICENSE NUMBER</b>	
RZ103	

The CERTIFIED GENERAL APPRAISER  
Named below IS CERTIFIED  
Under the provisions of Chapter 475 FS.  
Expiration date: NOV 30, 2016

PRESLEY, M EUGENE  
913 GULF BREEZE PKWY  
UNIT 30  
GULF BREEZE FL 32561



ISSUED 10/09/2014

DISPLAY AS REQUIRED BY LAW

SEQ # L1410090002737





General Star National Insurance Company  
P O Box 10360 (Attn: GSN)  
Stamford, CT 06904

REAL ESTATE ERRORS AND OMISSIONS INSURANCE POLICY

DECLARATIONS PAGE

THIS IS A CLAIMS-MADE AND REPORTED POLICY  
PLEASE READ THIS POLICY AND ALL ENDORSEMENTS AND ATTACHMENTS CAREFULLY.

Policy Number: NJA898215A

Renewal of Number: NJA898215

1. NAMED INSURED: Presley-McKenney & Associates, Inc.  
STREET ADDRESS: Unit 30  
913 Gulf Breeze Parkway  
Gulf Breeze, FL 32561
2. POLICY PERIOD: Inception Date: 10/01/2014 Expiration Date: 10/01/2015  
Effective 12:01 a.m. Standard Time at the street address of the Named Insured.
3. LIMIT OF LIABILITY:  
Each Claim: \$1,000,000  
Aggregate: \$1,000,000
4. CLAIMS EXPENSES:  
 a. Are included within the Limit of Liability  
 b. Have a separate Limit of Liability
5. DEDUCTIBLE:  
Each Claim: \$5,000  
 a. The deductible amount specified above applies to Damages only.  
 b. The deductible amount specified above applies to both Damages and Claims Expenses.
6. RETROACTIVE DATE: Unlimited  
If a date is indicated, this Policy will not provide coverage for any Claim arising out of any act, error, omission or Personal Injury which occurred before such date.
7. ANNUAL PREMIUM: \$973.00  
STATE SURCHARGE/TAX: \$13.00  
  
TOTAL: \$986.00
8. ENDORSEMENTS:  
This Policy is made and accepted subject to the printed conditions in this Policy together with the provisions, stipulations and agreements contained in the following form(s) or endorsement(s).  
RE 00 0001 01 12; RE 03 0001 01 12; RE 04 0001 01 12; RE 11 0001 01 12;  
RE 04 0003 01 12;  
RE 20 0003 01 12;  
RE 21 0003 01 12;  
RE 21 0006 01 12; RE 01 0009FL 01 12; RE 94 0006FL 01 12 RE 08 0001 03 12;
9. PRODUCER NAME: Mercer Consumer  
STREET ADDRESS: 12421 Meredith Drive  
Urbandale, IA 50398

Authorized Representative

Producer Code: 26460

Class Code: 73127

Date: 09/10/2014

RE 10 0001 01 12

Copyright 2012, General Star Management Company, Stamford, CT

Page 1 of 1

## STATEMENT OF QUALIFICATIONS

1. Presley-McKenney & Associates, Inc.

MAILING ADDRESS:

P.O. Box 329  
Pensacola, FL 32591

PHYSICAL ADDRESS:

913 Gulf Breeze Parkway, Suite 30  
Gulf Breeze, FL 32561

2. M. Eugene Presley, MAI, SRA  
48 years of Real Estate Appraisal experience  
Florida Certified General Real Estate Appraiser #RZ103  
Expiration: November 30, 2016  
Alabama Certified General Real Estate Appraiser #G00476  
Expiration: September 30, 2017

Susan H. McKenney  
16 years of Real Estate Appraisal experience  
Florida Certified Residential Real Estate Appraiser #RD6467  
Expiration: November 30, 2016

Stephen E. McKenney  
16 years of Real Estate Appraisal experience  
Florida Registered Trainee Real Estate Appraiser #RI8246  
Expiration: November 30, 2016

Thornton Rogers  
12 years of Real Estate Appraisal experience  
Florida Registered Trainee Real Estate Appraiser #RI10333  
Expiration: November 30, 2016

Mr. Presley will oversee all appraisal work with the selection of associate appraiser for each job based on the experience and expertise required for completion.

3. A listing of counties and courts where the applicant has been accepted as an expert witness along with a list of recent cases in which the applicant has participated.

M. Eugene Presley, MAI, SRA, has been accepted as an expert witness in the Circuit Courts of all counties in the Florida Panhandle, except for Gulf County and Franklin County. M. Eugene Presley, MAI, SRA, has been accepted as an expert witness in the Federal Courts of Fort Lauderdale, Pensacola, and Mobile. M. Eugene Presley, MAI, SRA, has been accepted as an expert witness in the Probate Courts of Covington County, Escambia County, Monroe County, and Washington County, all within the State of Alabama.

Stephen Eugene McKenney has been qualified as an expert witness in the Circuit Court of Okaloosa County.

Recent cases in which M. Eugene Presley, MAI, SRA, has participated:

DATE	FILE	INTENDED USER	TYPE PROPERTY	DESCRIPTION
02/14/14	8244	Husch, Blackwell, LLP	Residential	Monsanto v property owners along Esc Bay
01/05/14	8264	Lee Anthony	Mobile Home Park	Five homes on 0.49 acres, Tennessee St. Pensacola
10/22/13	8248	Jane Brehany	Residence	5528 Mulat Rd, Milton
04/28/13	8233	Laura Coleman	Residence & Commercial	Multiple homes, lots & commercial. SR & Esc Cty
03/05/13	8219	Ann Meador	Residence & Commercial	Multiple homes, lots & commercial. SR & Esc Cty
10/31/12	8195	Kathleen Anderson	Residence	64 N Donelson St. Pensacola
08/14/12	12266	Gayle Ryba	Residence	13256 La Brisas Ct. Pensacola Bch
04/13/12	12176	Diane Holmes	Condo unit	900 Ft Pickens Rd, Pen Bch
05/08/11	8026	Edsel Matthews, Jr	Kimberly Woods S/D common area	DOT v Kimberly Woods

4. See attached samples of a form appraisal report and a narrative appraisal report completed by Presley-McKenney & Associates, Inc.

5. Presley-McKenney & Associates, Inc., has the ability to respond to requested all appraisals as stated within the Scope of Work.

6. Client References:

Anthony B. Noles. AIA, LEED AP  
Director of Facilities Planning  
Escambia County School District  
30 East Texar Drive, Room 158  
Pensacola. FL 32503  
850-469-5660

John L. Myrick, P.A.  
1457 North 9<sup>th</sup> Avenue  
Pensacola, FL 32503  
850-433-0084

Vanessa V. Vey  
Appraisal Administration Officer & Assistant Vice President  
First NBC Bank  
210 Baronne Street  
New Orleans, LA 70112  
504-671-3854

7. Additional Information/Materials for Consideration:

Although the majority of appraisal assignments are urban, M. Eugene Presley, MAI, SRA, does have a degree and experience in Forest Management and valuation of rural properties.

Non-typical situations/types of real estate for which Presley-McKenney and Associates, Inc., have completed appraisals in recent years include:

- 1) Avigation Easements
- 2) Riparian Valuations
- 3) Eminent Domain Valuations
- 4) Partial Interests in Land and Developed Properties
- 5) Wetlands Acreage
- 6) School Campuses



**AGREEMENT FOR REAL ESTATE APPRAISAL SERVICES (PD 15-16.002)**

This is an Agreement made this 21<sup>st</sup> day of January, 2016, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Street, Pensacola, Florida 32502, and Fruitticher-Lowery Appraisal Group, Inc., a for-profit corporation, authorized to do business in the State of Florida (hereinafter referred to as "Consultant"), whose federal identification number is 62-1664807, and whose principal address is 3000 Langley Avenue, Ste. 402 Pensacola, Florida 32504.

**WITNESSETH:**

**WHEREAS**, on October 19, 2015, the County issued a Request for Qualifications (PD 15-16.002) seeking the services of qualified Professional Appraisers to provide real estate appraisal services on an as needed basis; and

**WHEREAS**, the Consultant submitted a proposal, and the County has determined that the Consultant is qualified to provide professional real estate appraisal services; and

**WHEREAS**, the County desires to enter into an agreement with the Consultant for the provision of such services as provided herein.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Consultant agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. Term. The term of this Agreement shall commence upon the date last executed and continue for a term of one (1) year.
3. Scope of Services. Consultant agrees to provide real estate appraisal services including, but not limited to, the scope of services outlined in Escambia County's RFQ P.D. 15-16.002, attached hereto as **Exhibit A**, and the Consultant's proposal, attached hereto as **Exhibit B**. In the event of a conflict between the terms of the Exhibits referenced above and this Agreement, the terms of this Agreement shall prevail.
4. Compensation. County shall pay Consultant a lump sum fee for assigned appraisal services, which shall be determined on a per assignment basis. This fee shall include all costs and expenses.
5. Purchase Orders. The County shall issue written purchase orders to the Consultant on an as-needed basis. The services shall be described in detail and the time frame in which performance needs to be accomplished will be stated in the

purchase order. No minimum quantity of work is guaranteed during the term of this agreement, and only services ordered pursuant to a purchase order may be compensated.

6. Method of Billing. Consultant may request payment from County by the submission of a properly executed original invoice. Invoices shall reflect the number of hours expended and the amount due and owing for monthly fees with appropriate supporting documentation. The County agrees it shall make its best efforts to pay Consultant within thirty (30) days of receipt and approval of Consultant's invoice. Payments under this agreement and interest on any late payments shall be governed by and construed in accordance with the Florida Prompt Payment Act, §§218.70, et seq., Florida Statutes, as amended.

7. Termination. This Agreement may be immediately terminated for cause by County or terminated for convenience upon providing thirty (30) days written notice to Contractor. This Agreement may be terminated for cause by the Contractor upon providing ninety (90) days written notice to the County. In the event of termination by either party as provided herein, the Contractor shall be paid for services provided through the date of termination.

8. Conflict of Interest. Consultant agrees it shall not contract for or accept employment for the performance of any work or service with any individual, business corporation, or government unit that would create a conflict of interest in the performance of its obligations under this Agreement. Consultant further agrees it will neither take any action nor engage in any conduct that would cause any County employee or official to violate the provisions of Chapter 112, Florida Statutes, relating to ethics in government. Consultant also agrees to comply with the County's ordinance prohibiting conflicts of interest among retained consultants.

9. Indemnification. Consultant shall indemnify and hold harmless Escambia County, its elected and appointed officials, employees, volunteers, representative and agents for any and all claims, suits, actions, damages, liability and expenses arising from or relating to any wrongful act or omission, whether or not the same constitutes a breach of this Agreement or is committed in the course of performing its lobbying duties hereunder, including but not limited to those acts or omissions which are considered defamatory, libelous, discriminatory or otherwise unlawful under applicable laws and any act or omission relating to Consultant failure to maintain insurance as required herein or to properly report or pay any applicable federal, state or local fees or taxes.

10. Insurance. The Consultant is required to carry the following insurance:

(a) Commercial General Liability Commercial General Liability, Form CG1, with \$1,000,000 per occurrence. Excess or umbrella insurance may be purchased to make up the difference, if any, between the policy limits of the underlying policies.

(b) Business Automobile Liability with \$1,000,000 per occurrence minimum combined single limits for all hired, owned, and non-owned vehicles.

- (c) Professional Liability with \$1,000,000 per occurrence minimum limit.
- (d) Florida statutory Workers' Compensation.
- (e) It is understood and agreed by the parties that in the event that the Consultant consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.
- (f) Consultant agrees all liability coverage shall be through carriers admitted to do business in the State of Florida. Carriers shall be "A" or other Secure Best Rating with a minimum financial size of "VII", according to the A.M. Best Key Rating Guide Latest Edition. The insurance policies shall be endorsed to provide at least 30 days advance notice of cancellation, nonrenewal or adverse change. Such notices shall be mailed to Escambia County, Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597.
- (g) The Board of County Commissioners and Escambia County shall be endorsed as "additional insureds" on all liability policies (except Workers' Compensation and professional liability). Certificates of Insurance shall be provided to Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597 prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County. The Board of County Commissioners and Escambia County shall also be the certificate holders.

11. Independent Contractor Status. In the performance of this Agreement hereunder, Consultant is an independent contractor. Consultant shall not hold itself out as an employee, agent or servant of the County; and Consultant shall not have the power or authority to bind the County in any promise, agreement or representation, other than as specifically provided in this Agreement or as may be expressly provided hereafter in writing by an authorized official of the County.

12. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: Fruitticher Lowery Appraisal Group, Inc  
Attention: Rodger K. Lowery  
3000 Langley Avenue, Ste 402  
Pensacola, FL 32504

To: County  
Attention: County Administrator  
221 Palafox Place  
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of

which no notice was given, shall be deemed to be receipt of the notice sent. Any party shall have the right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

14. Public Records. The Consultant acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Consultant fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Consultant seven days written notice, during which period the Consultant still fails to allow access to such documents, terminate the contract.

15. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Consultant acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

16. Compliance with Laws. Consultant agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement, including but not limited to properly registering as a lobbyist for representation of the County with the appropriate governmental entities as well as making all necessary lobbying reports in a timely manner to the proper authorities.

17. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

18. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.

COUNTY:  
BOARD OF COUNTY COMMISSIONERS  
ESCAMBIA COUNTY, FLORIDA

ATTEST: PAM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: [Signature]

DEPUTY CLERK



[Signature]  
By: Grover C. Robinson, IV, Chairman

BCC Approved: 01-21-2016

Date Executed

1/26/2016

~~Witness~~

~~Witness~~

CONSULTANT:

[Signature]

By: Rodger K. Lowery, President

~~ATTEST:~~

~~By: \_\_\_\_\_  
Corporate Secretary~~

(SEAL)

Approved as to form and legal sufficiency

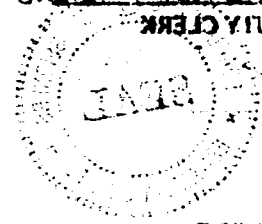
By/Title: [Signature]  
Date: 12/28/15

[Signature]  
[Signature]

BY WITNESS HEREBY, the parties hereto have made and executed this instrument on this and day of \_\_\_\_\_, 2014.

COUNTY OF  
BOARD OF COUNTY COMMISSIONERS  
BROWARD COUNTY, FLORIDA

ATTEST: I AM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: \_\_\_\_\_  
DEPUTY CLERK



\_\_\_\_\_  
Glover D. Robinson, IV, Chairman

2014-01-21

Not Notarized

1/21/2014

\_\_\_\_\_  
CONSULTANT

By: Richard K. Lowery, President

~~ATTEST:  
\_\_\_\_\_  
Clerk of the Circuit Court~~

Approved as to form and legal  
sufficiency

By: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Richard K. Lowery, President

ESCAMBIA COUNTY  
FLORIDA

REQUEST FOR QUALIFICATIONS

REAL ESTATE APPRAISAL SERVICES

SPECIFICATION NUMBER PD 15-16.002

Responses Will Be Received Until: 3:00 p.m., CST, Monday, November 16, 2015

Office of Purchasing, Room 11.101  
213 Palafox Place, Pensacola, FL 32502  
Matt Langley Bell III Building  
Post Office Box 1591  
Pensacola, FL 32591-1591

Board of County Commissioners

Steven Barry, Chairman  
Grover Robinson IV, Vice Chairman  
Lumon J. May  
Wilson B. Robertson  
Douglas Underhill

**Procurement Assistance:**

Claudia Simmons, Manager  
Office of Purchasing  
2<sup>nd</sup> Floor, Matt Langley Bell, III Building  
213 Palafox Place, Room 11.101  
Pensacola, FL 32502  
Phone: (850) 595-4987  
Fax: (850) 595-4805  
Email: [casimmon@co.escambia.fl.us](mailto:casimmon@co.escambia.fl.us)

Website: [www.myescambia.com](http://www.myescambia.com)

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening.

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction



## **PART A SUMMARY**

The Board of County Commissioners of Escambia County is seeking the Professional Services of qualified firms to provide real estate appraisal services within the geographical boundaries of Escambia County.

The primary objective of this Request for Qualifications is the selection of qualified and experienced Real Estate Appraisal Firms with the right and privilege to provide real estate appraisal services within Escambia County for inclusion in the Real Estate Appraisal Services Agreement to provide quotes for appraisal services as needed by the County.

## **PART 1 GENERAL INFORMATION**

### **1-1 ISSUING OFFICER**

The project Director shall be Jack Brown, County Administrator. The liaison officer shall be Larry Goodwin, Real Estate Acquisition Manager, Public Works Department, Engineering Division.

The contracting agency shall be the Escambia County Board of Commissioners, c/o the Office of Purchasing, P.O. Box 1591, Pensacola, Florida, 32502

### **1-2 CONTRACT CONSIDERATION**

The Services Agreement for Real Estate Appraisal Services will be a multiple award agreement for a term of twelve (12) months and will be awarded to those firms deemed qualified through the Request for Qualifications described herein.

### **1-3 REJECTION**

The right is reserved by the Board of County Commissioners to accept or reject any or all offers or to waive any informality, existing in any submittal or to accept the submittals which best serves the interest and intent of this project and is from the most responsive and responsible proposer.

### **1-4 INQUIRIES**

Procurement questions may be directed to Claudia Simmons, Purchasing Manager, (850) 595-4987 (Fax) (850) 595-4805, Email: [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us).



**1-5 ADDENDA**

Any changes made in the Request for Proposal shall be brought to the attention of all of those who have provided the proper notices of interest in performing the services.

**1-6 SCHEDULE**

The following schedule is subject to change and will be adhered to in so far as practical in all actions related to this solicitation:

- A. Mailing date of Request for Qualifications.....October 19, 2015
- B. Receipt of Qualifications .....November 16, 2015, Monday at 3:00p.m., CST, Office of Purchasing Conference Room 11.407
- C. First Committee Meeting.....November 18, 2015 at 3:30p.m., CST

**PART II INFORMATION REQUIRED FROM FIRMS**

**ALL SUBMITTALS SHALL INCLUDE THE FOLLOWING INFORMATION. PROVIDE ONE (1) ORIGINAL AND 3 (THREE) COPIES OF THE INFORMATION TO BE REVIEWED.**

**TAB 2 - Statement of Qualifications**

In rating applicants to be put on the County's list of Professional Appraisers, the County requires the following information:

1. Name, business address, and address of any branch offices and E-mail addresses
2. A list of all appraisal personnel who may be assigned to County projects, appraisal designations held, years of experience and dates of re-certification, along with any planned allocation of staff to county projects;
3. A listing of counties and courts where the applicant has been accepted as an expert witness, along with a list of recent cases in which the applicant has participated;
4. A sample appraisal report;
5. A statement of the appraiser's ability to respond quickly to requested appraisals;
6. The names, addresses and telephone numbers of a least three (3) of your most recent clients who can be contacted as references; and
7. Any other materials or information that might assist the County in evaluating your qualifications.

### **PART III SCOPE OF WORK**

Escambia County is creating a selective list of approved Professional Appraisers for possible future assignments to assist Escambia County in its determination of valuation of property under varying circumstances, such as for eminent domain proceedings, acquisition, conveyance, and other transactional purposes. The County is seeking the services of Residential Appraisers and Commercial Appraisers. License requirements will be commensurate with the work to be performed.

In order to qualify for the County's list of Professional Appraisers, the appraiser must be able to perform Residential Appraisals or Commercial Appraisals, have a minimum of five years of professional experience related to the completion of appraisals, and provide a complete list of entities for whom appraisals have been completed.

All appraisals must be prepared in conformance with the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board of the Appraisal Foundation.

A Service Agreement will be entered into with multiple firms based upon the responsibility and responsiveness to the needs of the County. Prior to each assignment an hourly rate and total cost schedule will be requested for each assignment to be provided in fulfillment of the requested services from all qualified firms under the Service Agreement. Response time for return of quotes is expected to be within 5 working days. Time frame for completion of all appraisals is expected to be within 4 weeks. Appraisal Services may be required for both commercial and residential Real Estate. Firms may be qualified for both or either type of Appraisal Services.

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON ENTITY CRIMES

1. This sworn statement is submitted to ESCAMBIA COUNTY  
(print name of the public entity)  
by RODGER K. LOWERY, PRESIDENT  
(print individual's name and title)  
for FRUITTICHER LOWERY APPRAISAL GROUP, INC  
(print name of entity submitting sworn statement)

whose business address is

3000 LANGLEY AVENUE, STE 402  
PENSACOLA, FLORIDA 32504

and (if applicable) its Federal Employer Identification Number (FEIN) is:

62-1664807

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g). Florida Statutes. means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes. means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a). Florida Statutes, means:
- A predecessor or successor of a person convicted of a public entity crime; or
  - An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.



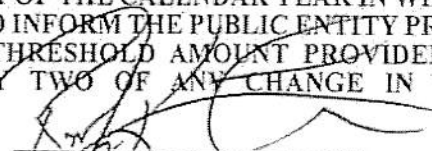
- c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

  
 \_\_\_\_\_  
 (signature)

Sworn to and subscribed before me this 12<sup>th</sup> day of November, 2015

Personally known

OR produced identification \_\_\_\_\_

\_\_\_\_\_  
 (Type of identification)

Notary Public - State of Florida

My commission expires 4/26/2016

(Printed typed or stamped commissioned name of notary public)



Frances Diane Cortley  
 Notary Public  
 Commission No: EE 168796  
 Expires 4-26-2016

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Frances Diane Cohey  
Notary Public  
Commission No EE 188786  
Expires 12/31/2018



Drug-Free Workplace Form

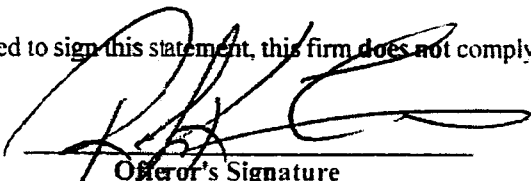
The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that FRUITTICHER LOWERY APPRAISAL CORP. does:  
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

As the person authorized to sign this statement, this firm does not comply fully with the above requirements.

  
 Offeror's Signature  
 11/12/15  
 Date

**Information Sheet  
for Transactions and Conveyances  
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One)  
 Yes or  No

If not a Florida Corporation.

In what state was it created: \_\_\_\_\_  
Name as spelled in that State: \_\_\_\_\_

What kind of corporation is it:  "For Profit" or  "Not for Profit"

Is it in good standing:  Yes or  No

Authorized to transact business in Florida:  Yes or  No

State of Florida Department of State Certificate of Authority Document No.: P97000000865

Does it use a registered fictitious name:  Yes or  No

Names of Officers:

President: <u>RODGER K. LOWERY</u>	Secretary: <u>RODGER K. LOWERY</u>
Vice President: <u>JOHN T. FRUITTICHER, JR.</u>	Treasurer: <u>JOHN T. FRUITTICHER, JR.</u>
Director: <u>RODGER K. LOWERY</u>	Director: <u>JOHN T. FRUITTICHER, JR.</u>
Other: _____	Other: _____

Name of Corporation (As used in Florida):

FRUITTICHER LOWERY APPRAISAL GROUP, INC.  
(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: N/A  
City, State Zip: PENSACOLA FLORIDA 32504  
Street Address: 3000 LANGLEY AVENUE STE 402  
City, State, Zip: PENSACOLA, FLORIDA 32504

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Page 2 of 2  
Corporate Identification

Federal Identification Number: 62-1664807  
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: RODGER K. LOWERY E-mail: RLOWERY@flag1.NET  
Telephone Number: 850-477-0419 Facsimile Number: 850-477-7931

Name of individual who will sign the instrument on behalf of the company:

RODGER K. LOWERY  
(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company: President

END

---

(850) 488-9000

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_



STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
FLORIDA REAL ESTATE APPRAISAL BD

LICENSE NUMBER

RZ1922

The CERTIFIED GENERAL APPRAISER  
Named below IS CERTIFIED  
Under the provisions of Chapter 475 FS.  
Expiration date: NOV 30, 2016

LOWERY, RODGER K  
3000 LANGLEY AVENUE #402  
PENSACOLA FL 32504



ISSUED: 11/25/2014

DISPLAY AS REQUIRED BY LAW

SEQ # L1411250002276



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/10/2015

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 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 McMahon-Hadder Insurance, Inc. 375 North 9th Ave., Suite A Pensacola FL 32502	CONTACT NAME: Kathy Howard, CIC
	PHONE (A/C No. Ext): (850) 484-7011 FAX (A/C No.): (850) 474-5201 E-MAIL ADDRESS: kathy@mcmahonhadder.com
INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Retail First Insurance Company	
INSURER B: Liberty Surplus Insurance Corp	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES CERTIFICATE NUMBER: 15/16 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

NUMBER / TR	TYPE OF INSURANCE	ADDRESS / RSR / BOND	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> Hired AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED* (Mandatory in NH) * yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	520-30244	3/1/2015	3/1/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Professional Liability Deductible \$5,000		DNPL-100129-15	3/11/2015	3/11/2016	Each Claim \$1,000,000 Aggregate \$1,000,000

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

### CERTIFICATE HOLDER

### 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  D McMahon, III, CIC/K <i>Dennis McMahon</i>

1. Fruitticher Lowery Appraisal Group. Inc.  
3000 Langley Avenue, Suite 402  
Pensacola, FL 32504
  
2. Rodger Lowery, MAI - State-Certified General Real Estate Appraiser  
Tom Fruitticher, MAI - State-Certified General Real Estate Appraiser  
Lisa Bradley, State-Certified General Real Estate Appraiser  
Steven Campbell, State-Certified General Real Estate Appraiser  
Dave Stubbings, State-Certified General Real Estate Appraiser
  
3. List Attached
  
4. Sample Appraisal Attached
  
5. Normal Turn around time is 2 to 4 weeks.
  
6. Client References:
  - a. Gary Ray, MAI  
Iberia Bank 710 NW Evangeline Throughway  
Lafayette, LA 70501  
214-578-4482
  
  - b. Hutch Thompson  
State Bank and Trust  
1141 Montimot Drive, Suite 3010  
Mobile, AL 36609  
251-660-6964
  
  - c. Brian Burks  
BBVA Compass.  
2200 Post Oak Boulevard , 21<sup>st</sup> floor  
Houston, TX 77056  
713-968-8269

NCUA v. Nadlan Corteen Place Apartments, et al  
U.S. District Court, Middle District of Florida  
Case #6:13-cv-00673-GAP-GJK  
Attorney: Mr. Laurence Litow, Roetzel and Andress  
Ft. Lauderdale, Florida  
Escambia County, Florida  
July 2014

Beal Bank v. Kobi Karp  
U.S. District Court, Northern District of Florida  
Attorney: Mr. Michael McLeod, Rumrell, Bate, McLeod & Brock, P.A.  
Boca Raton, Florida  
Miami, Florida Land  
August 2014

Gloria Plott v. Barbara Harding Dempsey  
Escambia County Circuit Court  
Case #2014-CA-001036  
Attorney: Kathleen White, McDonald, Fleming, Moorhead, Attorneys at Law  
Beulah Road Property  
March 2015

Charter Bank v Presidio Developers, LLC  
Okaloosa County Circuit Court  
Attorney: Mr. Ted Borowski, Borowski & Traylor  
Presidio Condominium Development, Ft. Walton Beach, Fl.  
June 2014

Robert Blackerby v. Alan O'Neal Court Case 2/1/2007  
Atty. Philip Bates  
Bay County Case #04-1364-CA  
Bay County, Florida

Posey v. Samaritan Development 7/10/2008  
Circuit Court Escambia County, Florida Case #07-A-07489-9  
Atty. Chad Adams, Brogdon, Davis & Adams, LLC  
Decatur, Georgia  
2008

Regions Bank vs. Lambert Properties, LLC  
Bankruptcy Case, Mobile, Alabama  
Atty. Brian Walding, Walding, LLC, Montgomery, Alabama  
2009

Federal Trust Bank v. Marshall Investment Corporation  
US District Court, Middle District of Florida  
Case #6:07-cv-01233-ORL-ACC-KRS  
2009

CS Assets v. West Beach, et al  
Baldwin County Case #CV07-pwg-2254-S  
2008

Amos v. Amos  
Okaloosa Circuit Court, 1<sup>st</sup> Judicial District  
Case #2007-DR-000467-S  
Mr. Mark Bednar, Attorney  
2010

Surfside Condominiums, et al v. Proset Systems, Inc., et al  
Circuit Court of Baldwin County, Alabama  
Case # CV-2008-900679  
William Mudd/David Wells, Attorneys  
Whitaker, Mudd, Simms, Luke & Wells, LLC  
Birmingham, Al.  
Deposition in February 2010

**AGREEMENT FOR REAL ESTATE APPRAISAL SERVICES (PD 15-16.002)**

This is an Agreement made this 21<sup>st</sup> day of January, 2016, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Street, Pensacola, Florida 32502, and Brantley & Associates Real Estate Appraisal Corp, a for-profit corporation, authorized to do business in the State of Florida (hereinafter referred to as "Consultant"), whose federal identification number is 59-3414915, and whose principal address is 100 North Spring Street Pensacola, FL 32502.

**WITNESSETH:**

**WHEREAS**, on October 19, 2015, the County issued a Request for Qualifications (PD 15-16.002) seeking the services of qualified Professional Appraisers to provide real estate appraisal services on an as needed basis; and

**WHEREAS**, the Consultant submitted a proposal, and the County has determined that the Consultant is qualified to provide professional real estate appraisal services; and

**WHEREAS**, the County desires to enter into an agreement with the Consultant for the provision of such services as provided herein.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Consultant agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. Term. The term of this Agreement shall commence upon the date last executed and continue for a term of one (1) year.
3. Scope of Services. Consultant agrees to provide real estate appraisal services including, but not limited to, the scope of services outlined in Escambia County's RFQ P.D. 15-16.002, attached hereto as **Exhibit A**, and the Consultant's proposal, attached hereto as **Exhibit B**. In the event of a conflict between the terms of the Exhibits referenced above and this Agreement, the terms of this Agreement shall prevail.
4. Compensation. County shall pay Consultant a lump sum fee for assigned appraisal services, which shall be determined on a per assignment basis. This fee shall include all costs and expenses.
5. Purchase Orders. The County shall issue written purchase orders to the Consultant on an as-needed basis. The services shall be described in detail and the time frame in which performance needs to be accomplished will be stated in the

purchase order. No minimum quantity of work is guaranteed during the term of this agreement, and only services ordered pursuant to a purchase order may be compensated.

6. Method of Billing. Consultant may request payment from County by the submission of a properly executed original invoice. Invoices shall reflect the number of hours expended and the amount due and owing for monthly fees with appropriate supporting documentation. The County agrees it shall make its best efforts to pay Consultant within thirty (30) days of receipt and approval of Consultant's invoice. Payments under this agreement and interest on any late payments shall be governed by and construed in accordance with the Florida Prompt Payment Act, §§218.70, et seq., Florida Statutes, as amended.

7. Termination. This Agreement may be immediately terminated for cause by County or terminated for convenience upon providing thirty (30) days written notice to Contractor. This Agreement may be terminated for cause by the Contractor upon providing ninety (90) days written notice to the County. In the event of termination by either party as provided herein, the Contractor shall be paid for services provided through the date of termination.

8. Conflict of Interest. Consultant agrees it shall not contract for or accept employment for the performance of any work or service with any individual, business corporation, or government unit that would create a conflict of interest in the performance of its obligations under this Agreement. Consultant further agrees it will neither take any action nor engage in any conduct that would cause any County employee or official to violate the provisions of Chapter 112, Florida Statutes, relating to ethics in government. Consultant also agrees to comply with the County's ordinance prohibiting conflicts of interest among retained consultants.

9. Indemnification. Consultant shall indemnify and hold harmless Escambia County, its elected and appointed officials, employees, volunteers, representative and agents for any and all claims, suits, actions, damages, liability and expenses arising from or relating to any wrongful act or omission, whether or not the same constitutes a breach of this Agreement or is committed in the course of performing its lobbying duties hereunder, including but not limited to those acts or omissions which are considered defamatory, libelous, discriminatory or otherwise unlawful under applicable laws and any act or omission relating to Consultant failure to maintain insurance as required herein or to properly report or pay any applicable federal, state or local fees or taxes.

10. Insurance. The Consultant is required to carry the following insurance:

(a) Commercial General Liability Commercial General Liability, Form CG1, with \$1,000,000 per occurrence. Excess or umbrella insurance may be purchased to make up the difference, if any, between the policy limits of the underlying policies.

(b) Business Automobile Liability with \$1,000,000 per occurrence minimum combined single limits for all hired, owned, and non-owned vehicles.

- (c) Professional Liability with \$1,000,000 per occurrence minimum limit.
- (d) Florida statutory Workers' Compensation.
- (e) It is understood and agreed by the parties that in the event that the Consultant consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.
- (f) Consultant agrees all liability coverage shall be through carriers admitted to do business in the State of Florida. Carriers shall be "A" or other Secure Best Rating with a minimum financial size of "VII", according to the A.M. Best Key Rating Guide Latest Edition. The insurance policies shall be endorsed to provide at least 30 days advance notice of cancellation, nonrenewal or adverse change. Such notices shall be mailed to Escambia County, Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597.
- (g) The Board of County Commissioners and Escambia County shall be endorsed as "additional insureds" on all liability policies (except Workers' Compensation and professional liability). Certificates of Insurance shall be provided to Office of Purchasing, Post Office Box 1591, Pensacola, Florida 32597 prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County. The Board of County Commissioners and Escambia County shall also be the certificate holders.

11. Independent Contractor Status. In the performance of this Agreement hereunder, Consultant is an independent contractor. Consultant shall not hold itself out as an employee, agent or servant of the County; and Consultant shall not have the power or authority to bind the County in any promise, agreement or representation, other than as specifically provided in this Agreement or as may be expressly provided hereafter in writing by an authorized official of the County.

12. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: Brantley and Associates  
Real Estate Appraisal Corp.  
Attention: Robert Shawn Brantley  
P.O. Box 12505  
Pensacola, FL 32591

To: County  
Attention: County Administrator  
221 Palafox Place  
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of



which no notice was given, shall be deemed to be receipt of the notice sent. Any party shall have the right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

14. Public Records. The Consultant acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Consultant fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Consultant seven days written notice, during which period the Consultant still fails to allow access to such documents, terminate the contract.

15. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Consultant acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

16. Compliance with Laws. Consultant agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement, including but not limited to properly registering as a lobbyist for representation of the County with the appropriate governmental entities as well as making all necessary lobbying reports in a timely manner to the proper authorities.

17. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

18. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.



ATTEST: PAM CHILDERS  
CLERK OF THE CIRCUIT COURT  
BY: [Signature]  
DEPUTY CLERK

COUNTY:  
BOARD OF COUNTY COMMISSIONERS  
ESCAMBIA COUNTY, FLORIDA

[Signature]  
By: Grover C. Robinson, IV, Chairman

BCC Approved: 01-21-2016

Date Executed

1/24/2016

~~Witness~~

~~Witness~~

CONSULTANT:

[Signature]

By: Ronald Shawn Brantley, President

[Signature]  
Witness Rosanna Banks

[Signature]  
witness John Price

ATTEST:

By: [Signature]  
Corporate Secretary

(SEAL)



Approved as to form and legal sufficiency

By/Title: [Signature]  
Date: 12/28/15



ESCAMBIA COUNTY  
FLORIDA

REQUEST FOR QUALIFICATIONS

REAL ESTATE APPRAISAL SERVICES

SPECIFICATION NUMBER PD 15-16.002

Responses Will Be Received Until: 3:00 p.m., CST, Monday, November 16, 2015

Office of Purchasing, Room 11.101  
213 Palafox Place, Pensacola, FL 32502  
Matt Langley Bell III Building  
Post Office Box 1591  
Pensacola, FL 32591-1591

Board of County Commissioners

Steven Barry, Chairman  
Grover Robinson IV, Vice Chairman  
Lumon J. May  
Wilson B. Robertson  
Douglas Underhill

**Procurement Assistance:**

Claudia Simmons, Manager  
Office of Purchasing  
2<sup>nd</sup> Floor, Matt Langley Bell, III Building  
213 Palafox Place, Room 11.101  
Pensacola, FL 32502  
Phone: (850) 595-4987  
Fax: (850) 595-4805  
Email: [casimmon@co.escambia.fl.us](mailto:casimmon@co.escambia.fl.us)

Website: [www.myescambia.com](http://www.myescambia.com)

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening.

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction



## **PART A SUMMARY**

The Board of County Commissioners of Escambia County is seeking the Professional Services of qualified firms to provide real estate appraisal services within the geographical boundaries of Escambia County.

The primary objective of this Request for Qualifications is the selection of qualified and experienced Real Estate Appraisal Firms with the right and privilege to provide real estate appraisal services within Escambia County for inclusion in the Real Estate Appraisal Services Agreement to provide quotes for appraisal services as needed by the County.

## **PART 1 GENERAL INFORMATION**

### **1-1 ISSUING OFFICER**

The project Director shall be Jack Brown, County Administrator. The liaison officer shall be Larry Goodwin, Real Estate Acquisition Manager, Public Works Department, Engineering Division.

The contracting agency shall be the Escambia County Board of Commissioners, c/o the Office of Purchasing, P.O. Box 1591, Pensacola, Florida, 32502

### **1-2 CONTRACT CONSIDERATION**

The Services Agreement for Real Estate Appraisal Services will be a multiple award agreement for a term of twelve (12) months and will be awarded to those firms deemed qualified through the Request for Qualifications described herein.

### **1-3 REJECTION**

The right is reserved by the Board of County Commissioners to accept or reject any or all offers or to waive any informality, existing in any submittal or to accept the submittals which best serves the interest and intent of this project and is from the most responsive and responsible proposer.

### **1-4 INQUIRIES**

Procurement questions may be directed to Claudia Simmons, Purchasing Manager, (850) 595-4987 (Fax) (850) 595-4805, Email: [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us).

**1-5 ADDENDA**

Any changes made in the Request for Proposal shall be brought to the attention of all of those who have provided the proper notices of interest in performing the services.

**1-6 SCHEDULE**

The following schedule is subject to change and will be adhered to in so far as practical in all actions related to this solicitation:

- A. Mailing date of Request for Qualifications.....October 19, 2015
- B. Receipt of Qualifications .....November 16, 2015, Monday at 3:00p.m., CST, Office of Purchasing Conference Room 11.407
- C. First Committee Meeting.....November 18, 2015 at 3:30p.m., CST

**PART II INFORMATION REQUIRED FROM FIRMS**

**ALL SUBMITTALS SHALL INCLUDE THE FOLLOWING INFORMATION. PROVIDE ONE (1) ORIGINAL AND 3 (THREE) COPIES OF THE INFORMATION TO BE REVIEWED.**

**TAB 2 - Statement of Qualifications**

In rating applicants to be put on the County's list of Professional Appraisers, the County requires the following information:

1. Name, business address, and address of any branch offices and E-mail addresses
2. A list of all appraisal personnel who may be assigned to County projects, appraisal designations held, years of experience and dates of re-certification, along with any planned allocation of staff to county projects;
3. A listing of counties and courts where the applicant has been accepted as an expert witness, along with a list of recent cases in which the applicant has participated;
4. A sample appraisal report;
5. A statement of the appraiser's ability to respond quickly to requested appraisals;
6. The names, addresses and telephone numbers of a least three (3) of your most recent clients who can be contacted as references; and
7. Any other materials or information that might assist the County in evaluating your qualifications.

### **PART III SCOPE OF WORK**

Escambia County is creating a selective list of approved Professional Appraisers for possible future assignments to assist Escambia County in its determination of valuation of property under varying circumstances, such as for eminent domain proceedings, acquisition, conveyance, and other transactional purposes. The County is seeking the services of Residential Appraisers and Commercial Appraisers. License requirements will be commensurate with the work to be performed.

In order to qualify for the County's list of Professional Appraisers, the appraiser must be able to perform Residential Appraisals or Commercial Appraisals, have a minimum of five years of professional experience related to the completion of appraisals, and provide a complete list of entities for whom appraisals have been completed.

All appraisals must be prepared in conformance with the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board of the Appraisal Foundation.

A Service Agreement will be entered into with multiple firms based upon the responsibility and responsiveness to the needs of the County. Prior to each assignment an hourly rate and total cost schedule will be requested for each assignment to be provided in fulfillment of the requested services from all qualified firms under the Service Agreement. Response time for return of quotes is expected to be within 5 working days. Time frame for completion of all appraisals is expected to be within 4 weeks. Appraisal Services may be required for both commercial and residential Real Estate. Firms may be qualified for both or either type of Appraisal Services.

# Brantley & Associates Real Estate Appraisal Corp.

Mobile

Pensacola

Panama City

R. Shawn Brantley, MAI, CCIM  
FL. Cert. Gen. RZ 289  
AL. Certified General Real Property Appraiser G0041

Barbara S. Brantley, CPA  
Administration & Finance

Bruce A. Black  
FL. Cert. Gen. RZ 2714

David C. Singleton, MAI, MBA  
FL. Cert. Gen. RZ 3501  
AL. Certified General Real Property Appraiser G01093

November 9, 2015

Escambia County  
Office of Purchasing, Room 11.101  
213 Palafox Place, Pensacola, FL 32502  
Matt Langley Bell III Building  
Post Office Box 1591  
Pensacola, Florida 32591-1591

RE: Request for Qualifications Real Estate Appraisal Services  
Specification Number PD 15-16.002

Dear Sirs:

Thank you for the opportunity to provide you with our qualifications for appraisal services. As requested, please find the following:

#### TAB #1

- ATTACHED SWORN STATEMENT PURSUANT TO SECTION 287.133 (3)(A), FLORIDA STATUTES, ON ENTITY CRIMES (Attachment 1)
- ATTACHED DRUG-FREE WORKPLACE FORM (Attachment 2)
- IDENTIFICATION – Following is identifying information about us:

Brantley & Associates Real Estate Appraisal Corp.  
Federal Tax ID # 59-3414915  
Point of Contact: Mr. R. Shawn Brantley, MAI  
Mailing Address: P.O. Box 12505, Pensacola, Florida 32591  
Physical Address: 100 N. Spring Street, Suite 2, Pensacola, Florida 32502  
Phone: (850) 433-5075  
Email: shawnbrantley@brantleyassociates.com

- ATTACHED INFORMATION SHEET FOR TRANSACTIONS AND CONVEYANCES CORPORATE IDENTIFICATION (Attachment 3)



POST OFFICE BOX 12505 PENSACOLA, FLORIDA 32591

shawnbrantley@brantleyassociates.com \* www.brantleyassociates.com \* (850) 433-5075

R. SHAWN BRANTLEY, MAI, SRA, AI-GRS



- BELOW ARE CERTIFICATES OF AUTHORITY TO DO BUSINESS

**CITY OF PENSACOLA, FLORIDA LOCAL BUSINESS TAX  
2015 - 2016**

ACCOUNT # 117493

LOCATION 100 N SPRING ST  
PENSACOLA, FL 32502

EXPIRES 09/30/2016

RECEIPT # 105722

OWNER(S) RONALD S BRANTLEY

010003 Gen Employee Category (4-5)

Post in Conspicuous Place

BRANTLEY & ASSOCIATES  
PO BOX 12505  
PENSACOLA, FL 32591

INFORMATION ONLY REMOVE OR FOLD BEHIND BEFORE DISPLAYING RECEIPT

<b>BUSINESS TAX RECEIPT ESCAMBIA COUNTY, FL</b>		<b>JANET HOLLEY, CFC Tax Collector</b>	
THIS BUSINESS TAX RECEIPT EXPIRES <u>September 30, 2016</u>		TO: BRANTLEY & ASSOCIATES PENSACOLA, FLORIDA 32591	
HOLDER IS HEREBY AUTHORIZED TO ENGAGE IN THE BUSINESS, PROFESSION, OR OCCUPATION OF			
REAL ESTATE BROKER 100 N SPRING ST BRANTLEY & ASSOCIATES REAL ESTATE APPRAISAL CORP PO BOX 12505 PENSACOLA FL 32591		PAID-8900855 0001-0001 185 08/13/2015 26.75 ACCT NO 117493 GROUP FRS RATE 26.75 OWNER BRANTLEY R SHAWN	

**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
DIVISION OF REAL ESTATE**

**LICENSE NUMBER** CQ1006007

The CORPORATION  
Named below HAS REGISTERED  
Under the provisions of Chapter 475 FS  
Expiration date SEP 30, 2016



BRANTLEY & ASSOCIATES REAL ESTATE APPRAISAL CORPORATION  
100 N SPRING ST  
PENSACOLA FL 32501



- BELOW ARE OCCUPATIONAL LICENSE(S)



RICK SCOTT, GOVERNOR KEN LAWSON, SECRETARY

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**FLORIDA REAL ESTATE APPRAISAL BD**

<b>LICENSE NUMBER</b>	
RZ289	

The **CERTIFIED GENERAL APPRAISER**  
 Named below IS **CERTIFIED**  
 Under the provisions of Chapter 475 FS.  
 Expiration date: NOV 30, 2016

BRANTLEY, RONALD S  
 100 N SPRING STREET  
 PENSACOLA FL 32501

ISSUED 10/16/2014 DISPLAY AS REQUIRED BY LAW SEQ # L1410160002371



RICK SCOTT, GOVERNOR KEN LAWSON, SECRETARY

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**DIVISION OF REAL ESTATE**

<b>LICENSE NUMBER</b>	
BK3004985	

The **BROKER**  
 Named below IS **LICENSED**  
 Under the provisions of Chapter 475 FS  
 Expiration date: MAR 31, 2016

BRANTLEY, RONALD S  
 5700 ENGLISH TURN  
 PACE FL 32571

ISSUED 08/28/2014 DISPLAY AS REQUIRED BY LAW SEQ # L1408280003588

- PLEASE FIND ATTACHED OUR CERTIFICATE OF INSURANCE (Attachment 4)

TAB #2

- STATEMENT OF QUALIFICATIONS

1. NAME, BUSINESS ADDRESS, AND ADDRESS OF ANY BRANCH OFFICES AND E-MAIL ADDRESSES

Brantley & Associates Real Estate Appraisal Corp.,  
 Mailing Address: POB 12505, Pensacola, FL. 32591  
 Physical Address: 100 North Spring Street, Suite 2, Pensacola, Florida 32502  
 Email Address: [shawnbrantley@brantleyassociates.com](mailto:shawnbrantley@brantleyassociates.com)  
 Phone: 850-433-5075

2. BELOW IS A LIST OF ALL APPRAISAL PERSONNEL WHO MAY BE ASSIGNED TO COUNTY PROJECTS, APPRAISAL DESIGNATIONS HELD, YEARS OF EXPERIENCE AND DATES OF RE-CERTIFICATION, ALONG WITH ANY PLANNED ALLOCATION OF STAFF TO COUNTY PROJECTS;

SUMMARY OF PERSONNEL WHO MAY BE ASSIGNED TO COUNTY PROJECTS\*

Name	Title	Designations	Years Experience	Certifications	County Experience
R. Shawn Brantley, Principal Appraiser *		MAI, SRA, CCIM, MS, AI-GRS	30+	Current	20+
David Singleton	Associate Appraiser	MAI, MBA	8+	Current	5+
Bruce Black	Associate Appraiser	MS	16+	Current	12+

\*Please note that all work will be MAI certified, AI-GRS reviewed, compliant with the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP), State Certified, utilize all relevant valuation methodologies, and be certified by Principal Appraiser R. Shawn Brantley.

3. BELOW IS A LISTING OF COUNTIES AND COURTS WHERE THE APPLICANT HAS BEEN ACCEPTED AS AN EXPERT WITNESS. ALONG WITH A LIST OF RECENT CASES IN WHICH THE APPLICANT HAS PARTICIPATED:

R. Shawn Brantley has been qualified and appeared as an expert witness in the Florida counties of Escambia, Santa Rosa, Okaloosa Co, Walton, Duval, Bay and in Baldwin Co, Alabama. Brantley has also qualified as an expert in Federal District Courts. Brantley has been qualified as an expert and testified in court on more than a hundred occasions, including full jury trials. Below is a list of recent cases in which Brantley has participated:

Recent Court Cases Brantley has participated in.

Attorney/Client	Case Name	Date of Test	Jurisdiction	Type of Case	File No	Judge	Type
DOT	FDOT v Radcliffe Family Enterprises, Inc	Oct-15	Santa Rosa County	Order of Taking	Gulf Breeze Pkwy Pcts H2, 701, 70	Simon	Hearing
Moore Hill & Westmoreland	Lester v Freydl, Sweza, Ryan et al	Aug-15	Santa Rosa County	Title Error	RE15JP8316	Video Depo follow	Deposition
Moore Hill & Westmoreland	Lester v Freydl, Sweza, Ryan et al	Aug-15	Santa Rosa County	Title Error	RE15JP8336	N/A	Deposition
DOT	DOT vs Apostle House and others	Jan-15	Santa Rosa County	Order of Taking	Highway 98 719, 739	Simon	Hearing
DOT	DOT vs P&C Thompson Enterprises an	Jan-15	Escambia County	Order of Taking	Hwy 29 132, 144, H9, 160	Duncan	Hearing
DOT	DOT vs Shady Oak IV	Apr-15	Escambia County	Order of Taking	Hwy 29, 120/729, 721, 722, 724, 725, 8	Simon	Trial
Justin Loto	CUA vs Nadlan Correen Place Apts, LL	Nov-14	Escambia County	Deficiency Jdmt	VC4DS8084		Deposition
DOT	DOT vs Cougar Oil	Nov-14	Escambia County	Order of Taking	Gulf Beach Pkwy parcel 107, 110, 111	Terrell	Trial
DOT	DOT vs Marie	Oct-14	Ocalaosa County	Order of Taking	Hwy 331, 162, H1, H4, H5, 703, 737	LaPorte	Trial
DOT	DOT vs Navy Crossingz LLC	Oct-14	Escambia County	Order of Taking	Gulf Beach Pkwy parcel 101, 102, 104	McIntunson	Trial
DOT	DOT vs Circle K	Sep-14	Santa Rosa County	Order of Taking	Stewart St parcel 100		Mediation
DOT	DOT vs Four Annie	Aug-14	Ocalaosa County	Order of Taking	Hwy 331 parcel 108/707, 154, 735, 7	Wells	Trial
DOT	DOT vs Domack	Jul-14	Escambia County	Order of Taking	Stetans Rd, 1101	Goodman	Trial
DOT	DOT vs Padgett	Nov-13	Ocalaosa County	Order of Taking	Hwy 331, parcel 126	Green	Trial
Kath Bell	Regions v Point One	Apr-13	Ocalaosa County	Deficiency Jdmt	VVF12BM6743 & 3 updates	Brown	Deposition
Barlow	ECUA vs Bear Marcus	Sep-12	Escambia County	Eminent Domain	V12BM7079	Nobles	Trial
Yost	Tannen v Vision Bank	Jul-12	Federal	Bankruptcy	VC12DS7075	Schuman	Deposition
Barlow	ECUA vs Cabinet Design			Eminent Domain	orig VC07JV3424		trial
Shupman	Sigmund vs Silvos	Jun-11	Escambia County	Contract Dispute	BM4956 & BM5530	Judge Terrell	Trial
Odum & Barlow	ECUA vs Kimberly Woods SD (Presley)	Apr-11	Escambia County	Fee Hearing	N/A	Judge Shackleton	Trial
Myrick	Amos v Amos	Feb-11	Ocalaosa County	Divorce	DS4282, 6283, 6284	Judge Jack Hefflin	Trial
Myrick	Amos v Amos	Jun-10	Escambia County	Divorce	DS4282, 6283, 6284		Deposition
DOT	DOT vs Shelby et al	May-10	Santa Rosa County	Order of Taking	Hwy 17, Parcel 102, 102, 104, 105, 107	Rasmussen	Trial
Greenburg Traung	GT Architecture	Apr-10	Federal, Atlanta, GA	Bankruptcy	Numerous		Trial
Jim Spalla	City of Panama City Beach vs Pompano	Dec-09	Bay County	Acquisition	R09BM5154		Mediation
Batch & Bingham	Forest Oaks SC Bankruptcy Hearing	Oct-09	Federal, Mobile, AL	Bankruptcy	CORR-2009 10 09 - update	Judge Dubose	Trial
Alan Kolts	Vhat Properties vs Lutheran Services	Mar-09	Ocalaosa County	Estate Dispute	SC05V15316	Hefflin	Trial
Batch & Bingham	Forest Oaks SC Bankruptcy Hearing	Feb-09	Federal, Mobile, AL	Bankruptcy	SC05BB5375	Judge Dubose	Trial
Lyons, Pipes & Cook	Kennedy vs Boles	Oct-08	Baldwin County	Real Estate Dispute	VVF05SB4538		Trial
Steve Baker	Ashe vs Citizens	Aug-08	Escambia County	Insurance	JS5721		Deposition
Steve Baker	Hargrove vs Citizens	Jun-08	Escambia County	Insurance	JV5465		Deposition
Steve Baker	Pertlans vs Citizens	Jun-08	Escambia County	Insurance	JV5469		Deposition
John Myrick	Kolatz vs Kolatz	Apr-08	Escambia County	Divorce	AP5528	Judge Geeter	Trial
Steve Baker	Daniel vs Lloyds	Apr-08	Escambia County	Insurance	JV5270		Deposition
Pohl & Short	Stapelos (Dina Sigmund)	Feb-08	Escambia County	Estate Dispute	VVF07BM5530		Deposition
Dory Tarver	Vista Del Mar vs Fidelity	Oct-07	Escambia County	Insurance	JV5415		Deposition
Johnson, Green & Miller	Mabee Trial	Jun-07	Escambia County	Divorce	14 parcels	Judge Geeter	Trial
Loumies, Drosdick, Doster	"Old South Tide" title dispute - Jatsy Trial	Jan-07	Santa Rosa County	RE Damages	DG07BB5283	Judge Allen	Trial
Shell, Fleming	Barbara Dean Trial	May-06	Escambia County	Divorce	MB4991	Judge Williams	Trial

4. PLEASE FIND A SAMPLE APPRAISAL REPORT, WHICH IS ATTACHED. (Attachment 6)

5. BELOW IS A STATEMENT OF THE APPRAISER'S ABILITY TO RESPOND QUICKLY TO REQUESTED APPRAISALS:

We are capable of deploying our personnel upon county assignments on short notice. We have a long history of successfully staffing county projects, completing them competently, and delivering our appraisal reports on time. We pride ourselves on meeting our deadlines and will not miss deadlines unless they are extended for strong reasons, as may be dictated by extenuating circumstances. And even then, we will not miss a deadline unless so authorized by county personnel. We are generally able to deliver most projects within 30 days or less.

6. BELOW ARE THE NAMES, ADDRESSES AND TELEPHONE NUMBERS OF THREE PRIOR CLIENTS WHO CAN BE CONTACTED AS REFERENCES:

<u>BUSINESS NAME</u>	<u>ADDRESS</u>	<u>CONTACT PERSON</u>	<u>PHONE NO</u>
Santa Rosa County County Attorney	6495 Caroline St, Ste. C, Milton, FL 32570	Roy. V. Andrews	(850) 983-1857
City of Mobile, AL. Environmental Director	205 Government St Mobile, AL 36644	Bill Melton	(251) 574-3229
FL Dept. of Transportation RW Acquisition Manager	1074 Highway 90 East Chipley, FL 32428	Thomas Bowen	(850) 638-0250

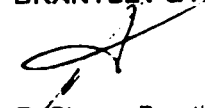
7. BELOW ARE OTHER MATERIALS OR INFORMATION THAT MIGHT ASSIST THE COUNTY IN EVALUATING OUR QUALIFICATIONS.

Please find attached the C.V. for R. Shawn Brantley, the Principal Appraiser. The C.V. contains a list of entities for whom the firm has completed property valuations. Please be aware that Brantley & Associates has much experience in both commercial and residential property valuations. (Attachment 5)

Thank you for allowing us to provide this information on behalf of our firm. Please let me know if you should have any questions. We appreciate this opportunity to work with you.

Kind regards,

**BRANTLEY & ASSOCIATES REAL ESTATE APPRAISAL CORP.**



R. Shawn Brantley, MAI, AI-GRS, SRA, M.S., CCIM  
Cert. Gen. RZ289  
President

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON ENTITY CRIMES

1. This sworn statement is submitted to Escambia County Board of County Commissioners  
(print name of the public entity)

by Ronald Shawn Brantley, President  
(print individual's name and title)

for Brantley & Associates Real Estate Appraisal Corp.  
(print name of entity submitting sworn statement)

whose business address is

100 North Spring Street, Suite 2, Pensacola, FL 32502 (Physical)  
Post Office Box 12505, Pensacola, FL 32501 (Mailing)

and (if applicable) its Federal Employer Identification Number (FEIN) is:

59-3414915

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
  - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(c), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

[Signature]  
(signature)

Sworn to and subscribed before me this 21 day of October, 2015

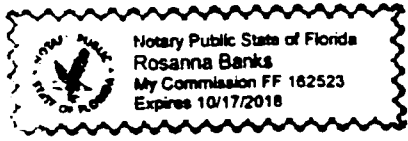
Personally known  \_\_\_\_\_

Rosanna M. Banks

OR produced identification \_\_\_\_\_  
  
\_\_\_\_\_  
(Type of identification)

Notary Public - State of Florida  
  
My commission expires 10/17/2018  
Rosanna M. Banks

(Printed typed or stamped commissioned name of notary public)



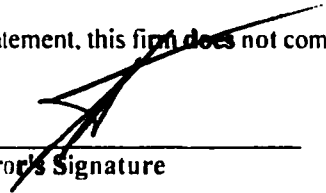
Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that Brantley & Associates Real Estate Appraisers Corp.  
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

- As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- As the person authorized to sign this statement, this firm ~~does~~ not comply fully with the above requirements.

  
\_\_\_\_\_  
Offeror's Signature  
10-21-15  
\_\_\_\_\_  
Date



Information Sheet  
for Transactions and Conveyances  
Corporation Identification

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One) Yes or No

If not a Florida Corporation,  
In what state was it created: N/A  
Name as spelled in that State: N/A

What kind of corporation is it: "For Profit" or "Not for Profit"

Is it in good standing: Yes or No

Authorized to transact business  
in Florida: Yes or No

State of Florida Department of State Certificate of Authority Document No.: P96000092006

Does it use a registered fictitious name: Yes or No

Names of Officers:  
President: Ronald Shawn Brantley Secretary: Ronald Shawn Brantley  
Vice President: Barbara Shows Brantley Treasurer: Barbara Shows Brantley  
Director: Ronald Shawn Brantley Director: Barbara Shows Brantley  
Other: N/A Other: N/A

Name of Corporation (As used in Florida):  
Brantley and Associates Real Estate Appraisal Corp.  
(Spelled exactly as it is registered with the state or federal government)

Corporate Address:  
Post Office Box: 12505  
City, State Zip: Pensacola, FL 32591  
Street Address: 100 North Spring St.  
City, State, Zip: Pensacola, FL 32502

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Page 2 of 2  
Corporate Identification

Federal Identification Number: 59-3414915  
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: R. Shawn Brantley E-mail: shawnbrantley@brantleyassociates.com  
Telephone Number: (850) 433-5075 Facsimile Number: N/A

Name of individual who will sign the instrument on behalf of the company:

R. Shawn Brantley  
(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company:

President

END

---

(850) 488-9000

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

ATTACHMENT 4



CERTIFICATE OF LIABILITY INSURANCE

BRAN&AS-01 CSTINSON

DATE (MM/DD/YYYY)

11/5/2015

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 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).

<b>PRODUCER</b> Fisher Brown Bottrell Insurance, Inc. 1701 West Garden Street Pensacola, FL 32502		<b>CONTACT NAME:</b> Carla Byers Stinson <b>PHONE (A/C No, Ext):</b> (800) 487-2973 <b>E-MAIL ADDRESS:</b> cstinson@fbins.com <b>FAX (A/C No):</b> (850) 438-4678	
<b>INSURED</b> Brantley & Associates Real Estate Appraisal Corporation PO Box 12506 Pensacola, FL 32591		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: CNA Insurance Company INSURER B: Zenith Insurance Company INSURER C: Continental Casualty Company INSURER D: INSURER E: INSURER F:	
		NAIC # 13269 20443	

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

INSR LTR	TYPE OF INSURANCE	ADOL SUBR BRND	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR	X	B2090755586	02/16/2016	02/16/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Hired/Non-Owned \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER X POLICY      PRD JECT      LOC					
	OTHER					
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HURED AUTOS	SCHEDULED AUTOS NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB	OCCUR CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
	DED RETENTION \$					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	Z831457622	02/16/2016	02/16/2016	X PER STATUTE OTH-ER E L EACH ACCIDENT \$ 100,000 E L DISEASE - EA EMPLOYEE \$ 100,000 E L DISEASE - POLICY LIMIT \$ 500,000
C	Professional		RFB00799007615	07/02/2016	07/02/2016	Liability \$ 1,000,000
C	Professional		RFB00799007615	07/02/2016	07/02/2016	Retention \$ 10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Project Number: 15-16.002

<b>CERTIFICATE HOLDER</b> Escambia County Attn: Claudia Simmons, Purchasing Manager Office of Purchasing, Room 11.101 PO Box 1591 Pensacola, FL 32602-1591	<b>CANCELLATION</b> 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 
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## ATTACHMENT 5

CURRICULUM VITAE  
R. SHAWN BRANTLEY, MAI, CCIM, SRA  
BRANTLEY & ASSOCIATES REAL ESTATE APPRAISAL CORP.  
850-433-5075 shawnbrantley@brantleyassociates.com

### AFFILIATIONS/DESIGNATIONS:

MAI Designation: Commercial appraisal designation awarded in 1994, Member #10514

CCIM Designation: Commercial investment designation awarded in 1999, Member #8500

SRA Designation: Residential appraisal designation awarded in 1990, Member #42488

AI – GRS Designation: Review appraisal designation awarded in 2015

State Certified in Florida (Cert Gen RZ289) and Alabama (State Certified General Real Property Appraiser, #G00419) to appraise all types of real property.

FHA Appraiser: Member of Federal Housing Administration's Fee Appraisal Panel, 1986-1994.

VA Appraiser: Member of Veteran's Administration's Fee Appraisal Panel, 1993-2004.

Realtor: Member of Local Association, Florida Association, and National Association of Realtors.

Professional Service: Past President of NWF Chapter of Appraisal Institute for 1997, Admissions Chair for Appraisal Institute in 1996, Have served extensively on Appraisal Institute's Regional Ethics & Counseling Panel, Have served extensively on commercial (MAI) & residential (SRA) candidate experience review committees & professional standards committees for the Appraisal Institute. Past President of Santa Rosa Co. Board of Realtors in 1991, Have served on Realtor's board of directors for many years, Past chairman of Realtors grievance, professional standards, long-range planning & awards committees.

### EXPERIENCE:

Over 30 Years of Experience: Owner/President of Brantley and Associates Real Estate Appraisal Corp. from 2004 to present. Owner of Martin, Brantley & Associates, Inc. from 1997-2004. Owner/President of Brantley Real Estate, Inc. from 1990-1996. Employed as Staff Appraiser with Presley Real Estate, Inc. from 1984-1989.

Court Experience: Have testified in proceedings pertaining to values and damages on more than 100 occasions, including order of takings for eminent domain, jury trials, divorce cases, partition suits, bankruptcy matters, etc. Have qualified in County and Federal Courts.

Varied Experience: Experience includes appraisals in the following property types: Agricultural, Apartments, Automotive dealerships, Banks, Borrow Pits, Cemeteries, Churches, Condemnation matters, Condominiums, Convenience stores, Cropland, Dental facilities, Easements, Eminent domain matters, Extended stay motels, Farms, Fast food facilities, Golf courses, Grain bins, Greenhouses, Hair salons, High-rise condominiums, Homes up to over 9,000SF, Hotels, Industrial properties, Land tracts up to 422,000 acres, Leasehold interests, Liquor stores, Manufacturing plants, Medical facilities, Mobile home parks, Motels, Night Clubs, Offices, Oceanfront properties, Partial Interests, Restaurants, Retail, Right-of-way corridors, RV Parks, Self-storage facilities, Service stations, Shopping centers, Subdivisions, Supermarkets, Timberland, Warehouses, Waterfront property, Wetlands, etc.

Geography of Experience: Most extensive experience is within the Florida counties of Escambia, Santa Rosa, Okaloosa, Walton, & Bay, and the Alabama counties of Baldwin, Mobile, and Escambia.

Other Experience: Employed by ETS (Educational Testing Service) as a test question writer & reviewer for Florida's examination for the state certification of real estate appraisers. Selected by the Florida Dept. of Revenue as participant in its bi-annual Florida Real Estate Value Survey. Selected by University of Florida, Institute of Food & Agricultural Sciences, as participant in its bi-annual survey of North Florida Land Values. Have published magazine articles relevant to real estate appraisal issues.

Partial List of Prior Clients:

Law Firms: Balch & Bingham, LLP; Borowski & Duncan; Chase, Quinnell & Jackson; Clark, Partington, Hart, Larry, Bond & Stackhouse; Greenburg, Traurig; Johnson, Green & Miller; Lindsay, Andrews & Leonard; Litvak, Beasley, Wilson; Locklin, Jones & Saba; Lyons, Pipes & Cook; Moore, Hill & Westmoreland; Shell, Fleming, Davis & Menge; Thompson, Garrett & Hines; Werre & Fitzgerald

Banks: Bank of America, BB&T, Hancock Bank, Centennial Bank, Coastal Bank & Trust, Compass Bank, First American Bank, Regions Bank, SunTrust, Synovus, Wells Fargo.

Governmental Agencies & Political Subdivisions: City of Destin, City of Gulf Breeze, City of Milton, City of Pensacola, Escambia County, Florida Dept. of Environmental Protection, Florida Dept. of Transportation, Okaloosa County, Mobile County, Santa Rosa Bay Bridge Authority, Santa Rosa County, Santa Rosa County School Board, U.S. Army Corps of Engineers, U.S. Department of Housing & Urban Development, U.S. Department of Veterans Affairs.

Corporate Clients: Associates Relocation, American Cyanamid, Baptist Hospital, Baskerville-Donovan, Inc., Blue Sky Timber, LLC, Chicago Title Insurance Co., CBRE, Coldwell Banker Relocation, Cushman Wakefield, Education Credit Union, Elliot-Cooke & Co. CPA's, Equitable Relocation, Farm Credit, Figg Engineers, Inc., General Electric Corp., Gulf Power Co, International Paper Corporation, Medical Center Clinic, P.A., Monsanto Employees Credit Union, Moreland-Altobelli Assoc., Inc., Old Republic Title Insurance Co., Pace Water System, Inc., Sacred Heart Hospital, Saltmarsh, Cleveland & Gund, CPA's, Southern Farm Bureau Casualty Insurance Co, Teachers Federal Credit Union.

EDUCATION:

M.S. Real Estate Appraisal, University of St. Thomas, St. Paul, Minnesota, 2007.

B.S., Finance & Investment Management, University of Alabama, Tuscaloosa, Alabama, 1984.

Over 1,000 classroom hours of specialized appraisal education specific to real estate appraisal:

COURSE DESCRIPTION	DATE	HOURS	SPONSOR
USPAP	08/15	07	Appraisal Institute
Diminution of Value and Severance Damages	05/15	02	American Society of Appraisers
USPAP Update and Core Law	10/14	7/3	Bert Rodgers
Review Theory - General	08/14	20	Appraisal Institute
USPAP Update	10/12	07	Bert Rodgers
Challenging Assignments for Residential	10/12	07	Bert Rodgers
Appraisal of 2-4 Family & Multi-Family Properties	10/12	07	Bert Rodgers
Foreclosure Basics for Appraisals	09/12	07	Bert Rodgers
Florida Laws & Regulations	08/12	03	Bert Rodgers
Business Practices & Ethics	12/10	07	Appraisal Institute
Advanced Appraisal Review	06/10	17	Florida Department of Transportation
Supervisor and Trainee Appraiser	06/10	03	Florida Department of Transportation
USPAP Update and Core Law	06/10	7/3	Florida Department of Transportation
Aviation Valuation	01/09	02	Pensacola Regional Airport
USPAP Update and Core Law	04/08	7/3	Florida Department of Transportation
Supervisor & Trainee Rules & Roles	04/08	03	Florida Department of Transportation
Advanced Appraisal Review	04/08	17	Florida Department of Transportation
Appraisal of Sovereign Submerged Lands	03/08	06	Dept. of Environmental Protection
Valuation of Conservation Easements	01/08	31	Appraisal Institute
Using the HP12C Calculator	11/05	07	Appraisal Institute
Appraisal of Nursing Facilities	11/06	07	Appraisal Institute
Analyzing Operating Expenses	11/06	07	Appraisal Institute
Market & Feasibility Analysis	08/06	40	University of St. Thomas
National USPAP	04/06	07	McKissock
Florida Laws & Regulations	04/06	03	McKissock
Advanced Appraisal Topics	01/06	40	University of St. Thomas
Business Practices & Ethics	12/05	08	Appraisal Institute
Statistical Analysis for Appraisal	08/05	40	University of St. Thomas
USPAP	10/04	07	McKissock
Legal Issues in Valuation	08/04	40	University of St. Thomas
Effective Communication	08/04	40	University of St. Thomas
Uniform Standards for Federal Land Acq.	03/04	16	Appraisal Institute
Timberland Appraisal Methods	02/04	12	Appraisal Institute

EDUCATION (CONT'D)

COURSE DESCRIPTION	DATE	HOURS	SPONSOR
Effective Appraisal Writing	08/03	07	Appraisal Institute
USPAP	11/02	04	Bert Rodgers
Communicating the Appraisal	11/02	04	Bert Rodgers
Neighborhood Analysis	11/02	04	Bert Rodgers
Residential Subdivision Analysis	11/02	05	Bert Rodgers
Sales Comparison Approach	11/02	05	Bert Rodgers
Appraisal Research and Analysis	11/02	04	Bert Rodgers
Urban Land Economics	08/01	26	Univ. of St. Thomas
USPAP Update	06/01	07	S. Vehmeyer
Uniform Standards & Prof. App. Practices	11/00	10	McKissock
Factory-Built Housing	11/00	10	McKissock
Automated Valuation Models	11/00	10	McKissock
USPAP "Core" Law	08/99	07	NAF Ch. Appraisal Inst.
Comp. Commercial Review	06/99	20	CCIM
Real Estate Decision Analysis	01/99	30	CCIM
Real Estate Market Analysis	09/98	30	CCIM
Real Estate Financial Analysis	03/98	30	CCIM
Standard of Professional Practice "C"	04/98	15	Appraisal Institute
USPAP "Core" Law for Appraisers	10/97	07	Appraisal Institute
Condemnation Valuation	05/97	04	EC Ch. Appraisal Inst.
Tomorrow's Appraiser	10/96	04	Appraisal Institute
Standards of Prof. App. Prac. A	1996	16	Appraisal Institute
Tools for Better Appraising	1996	01	NAF Ch. Appraisal Inst.
Complex Residential Properties	1996	07	Mid-S.A.C.
Appraising FHA Insured Prop.	1996	07	Appraisal Institute
Exp. Review Training Program	1996	04	NAF Ch. Appraisal Inst.
Understanding Limited Appraisals	1994	07	Appraisal Institute
Standards of Prof App Pract. B	1994	11	Appraisal Institute
Standards of Prof App Pract. A	1994	15	Appraisal Institute
USPAP Core Law Seminar	1994	07	NAF Ch. Appraisal Inst.
Comp. Appraisal Workshop	1994	23	T. Whitmer Co
USPAP/Environ. Hazards	1992	10	Real Estate Ed. Spec
Litigation Valuation	1991	15	Appraisal Institute
Adv. Income Capitalization	1989	15	Appraisal Institute
State Cert. Real Est Appr Cs-II	1989	60	Bert Rodgers
State Cert. Real Est Appr Cs-I	1989	60	Bert Rodgers
Valuation & Report Writing	1988	48	AIREA/Univ. Florida
Case Studies in RE Valuation	1987	48	AIREA/Univ. North Carolina
Standards of Professional Prac	1987	28	AIREA/Texas Christian University
Appl Residential Prop Valuation	1987	challenged	SREA
Capitalization Theory & Tech B	1987	challenged	AIREA
Capitalization Theory & Tech A	1986	challenged	AIREA
Basic Valuation Proc. (Exam 1A2)	1986	challenged	AIREA
Real Estate Appr Prin. (Exam 1A-1)	1985	challenged	AIREA
Real Estate Brokers Course	1984	48	Bert Rodgers
Principals of Real Estate (FI431)	1984	60	University of Alabama
Real Estate Finance (FI 436)	1983	60	University of Alabama
Real Estate Salesman's Course	1979	51	Bert Rodgers

RESUME OF THE REGULAR BCC MEETING – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

II. BUDGET/FINANCE CONSENT AGENDA – Continued

10. **Recommendation:** That the Board award Contract PD 15-16.002, "Real Estate Appraisal Services," to the following firms; approve the Agreement for Real Estate Appraisal Services PD 15-16.002, between Escambia County and the following Real Estate Appraisal firms, for a term of 12 months; and authorize the issuance of Purchase Orders, based on the award to the lowest cost provider at the time of quotation of the appraisal service as needed by the County during the term of the Agreement:

- A. Asmar Appraisal Company, Inc.;
- B. Brantley & Associates Real Estate Appraisal Corp.;
- C. G. Daniel Green and Associates, Inc.;
- D. Fruittcher-Lowery Appraisal Group, Inc.;
- E. Presley-McKenney & Associates, Inc.; and
- F. Sherrill and Stanton, LLC.

**Approved 5-0**

11. **Recommendation:** That the Board authorize the utilization of the Florida Department of Management Services State Contract for Library Materials #715-001-07-1 for the purchase of materials for the West Florida Public Libraries from the following vendors, at the estimated annual amounts detailed below (Funding: Fund 113, Library Fund, Cost Center 110501, Object Code 56601):

Brodart Company	\$145,000
Midwest Tape, LLC	\$65,000
The Gale Group d/b/a Thomson Gale	\$10,000
Quality Books, Inc.	\$5,000

**Approved 5-0**





The Request for Qualifications PD15-16.002 was advertised in the Pensacola News Journal on October 19, 2015. In excess of forty firms representing local Real Estate Appraisers were notified on October 19, 2015. Eight responses were received on November 16, 2015 representing 7 firms. Six firms were selected by the Review and Selection Committee as qualified, local Real Estate Appraisal firms to be awarded the agreement for a 12 month period. Quotes will be solicited for all appraisals as needed by the County from all holders of the agreement PD15-16.002 over the next twelve months and Purchase Orders will be issued for the appraisals based on the lowest cost submitted at that time.

**BUDGETARY IMPACT:**

N/A

**LEGAL CONSIDERATIONS/SIGN-OFF:**

Assistant County Attorney Kristin Hual prepared the agreement.

**PERSONNEL:**

The agreement and the request for quotations will be administered by the Real Estate Acquisition Manager of the Escambia County Public Works Department.

**POLICY/REQUIREMENT FOR BOARD ACTION:**

This recommendation is in compliance with Escambia County Code of Ordinances Chapter 46, Article II, Purchases and Contracts. The Request for Qualifications PD15-16.002 was advertised in the Pensacola News Journal on October 19, 2015. In excess of forty firms representing local Real Estate Appraisers were notified on October 19, 2015. Eight responses were received on November 16, 2015 representing 7 firms. Six firms were selected by the Review and Selection Committee as qualified, local Real Estate Appraisal firms to be awarded the agreement for a 12 month period. Quotes will be solicited for all appraisals as needed by the County from all holders of the agreement PD15-16.002 over the next twelve months and Purchase Orders will be issued for the appraisals based on the lowest cost submitted at that time.

**IMPLEMENTATION/COORDINATION:**

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Estate Acquisition Manager of the Escambia County Public Works Department.

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## Attachments

[register of submitters](#)

[Asmar Agreement](#)

[Brantley Associates](#)

[G Daniel Green](#)

[Fruitticher Lowery](#)

[Presley-McKenney](#)

[Sherrill and Stanton](#)

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**REGISTER OF SUBMITTALS**

**Solicitation #PD 15-16.002– Real Estate Appraisal Services**

**RFQ due Date & Time: Mon., November 16, 2015 @ 3:00 p.m. CST**

<b>COMPANY NAME</b>	<b>PHONE NUMBER</b>	<b>FAX NUMBER</b>	<b>CONTACT PERSON</b>
Asmar Appraisal Company, Inc. 3 West Garden Street, Suite 504 Pensacola, FL 32502	(850) 433-7631	(850) 433-7632	Joel Asmar, MAI State-Certified General Appraiser <a href="mailto:joel@asmarappraisal.com">joel@asmarappraisal.com</a>
Brantley & Associates Real Estate Appraisal Corp. P O Box 12505 Pensacola, FL 32591	(850)433-5075		R. Shawn Brantley, President <a href="mailto:shawnbrantley@brantleyassociates.com">shawnbrantley@brantleyassociates.com</a>
Charles C. Sherrill Jr., Appraiser 410 East government Street Pensacola, FL 32502	(850) 432-9827		Charles C. Sherrill Jr., President <a href="mailto:cSherrilljr@Sherrillappraisal.com">cSherrilljr@Sherrillappraisal.com</a>
David Cederquist 362 Gulf Breeze Pkwy #177 Gulf Breeze, FL 32561	(850) 477-0419	(850) 477-7931	Rodger K. Lowery, President <a href="mailto:rlowery@flag1.net">rlowery@flag1.net</a>
Fruitticher- Lowery Appraisal Group 3000 Langley Avenue Suite 402 Pensacola, FL 32504	(850) 477-0419	(850) 477-7931	Rodger K. Lowery, MAI, President <a href="mailto:RLowery@FLAG1.Net">RLowery@FLAG1.Net</a> John T. Fruitticher, Jr
G. Daniel Green and Associates 103 Baybridge Drive Gulf Breeze, FL 32561	(850) 934-1797	(850) 932-8679	Laura Reagan, Production Manager <a href="mailto:laura@gdanielgreen.com">laura@gdanielgreen.com</a>
O.R. Colan Associates 4600Summerlin Road Ste C2-537 Fort Myers, FL 33919	(888)0420-4090	(608) 632-0264	Stephen J. Toth <a href="mailto:stoth@orcolan.com">stoth@orcolan.com</a>
Presley-McKenney & Associates, Inc Post Office Box 329 Pensacola, FL 32591-0329	(850) 916-7060	(850) 916-2096	M Eugene Presley, President <a href="mailto:epappraise@aol.com">epappraise@aol.com</a>
SUBMITTALS RECEIVED BY: Claudia Simmons, Purchasing Manager      DATE: November 16, 2015			
SUBMITTALS NOTED BY: Cynthia Smith, Records Liaison Officer      DATE: November 16, 2015			

Notice sent via e-mail Tuesday, November 17, 2015

 CS/crs

RESUME OF THE REGULAR BCC MEETING – Continued

COUNTY ADMINISTRATOR'S REPORT – Continued

II. BUDGET/FINANCE CONSENT AGENDA – Continued

10. **Recommendation:** That the Board award Contract PD 15-16.002, "Real Estate Appraisal Services," to the following firms; approve the Agreement for Real Estate Appraisal Services PD 15-16.002, between Escambia County and the following Real Estate Appraisal firms, for a term of 12 months; and authorize the issuance of Purchase Orders, based on the award to the lowest cost provider at the time of quotation of the appraisal service as needed by the County during the term of the Agreement:

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**BUDGETARY IMPACT:**

N/A

**LEGAL CONSIDERATIONS/SIGN-OFF:**

Assistant County Attorney Kristin Hual prepared the agreement.

**PERSONNEL:**

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**POLICY/REQUIREMENT FOR BOARD ACTION:**

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[Sherrill and Stanton](#)

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**ESCAMBIA COUNTY FLORIDA  
REQUEST FOR QUALIFICATIONS  
FOR REAL ESTATE APPRAISAL SERVICES  
CHECKLIST**

**SPECIFICATION PD 15-16.002**

**HOW TO SUBMIT YOUR QUALIFICATIONS**

- PLEASE REVIEW THIS DOCUMENT CAREFULLY.

**THE FOLLOWING DOCUMENTS SHOULD BE RETURNED WITH THE SUBMITTAL AND LABELLED -  
TAB #1**

- SWORN STATEMENT PUSUANT TO SECTION 287.133 (3)(A), FLORIDA STATUTES, ON ENTITY CRIMES
- DRUG-FREE WORKPLACE FORM
- IDENTIFICATION
- INFORMATION SHEET FOR TRANSACTIONS AND CONVEYANCES CORPORATE IDENTIFICATION
- CERTIFICATE OF AUTHORITY TO DO BUSINESS FROM THE STATE OF FLORIDA
- OCCUPATIONAL LICENSE
- CERTIFICATE OF INSURANCE

**THIS FORM IS FOR YOUR CONVENIENCE TO ASSIST IN FILLING OUT YOUR PROPOSAL ONLY.  
DO NOT RETURN WITH YOUR PROPOSAL**



**ESCAMBIA COUNTY  
FLORIDA**

**REQUEST FOR QUALIFICATIONS**

**REAL ESTATE APPRAISAL SERVICES**

**SPECIFICATION NUMBER PD 15-16.002**

**Responses Will Be Received Until: 3:00 p.m., CST, Monday, November 16, 2015**

**Office of Purchasing, Room 11.101  
213 Palafox Place, Pensacola, FL 32502  
Matt Langley Bell III Building  
Post Office Box 1591  
Pensacola, FL 32591-1591**

**Board of County Commissioners**

Steven Barry, Chairman  
Grover Robinson IV, Vice Chairman  
Lumon J. May  
Wilson B. Robertson  
Douglas Underhill

**Procurement Assistance:**

Claudia Simmons, Manager  
Office of Purchasing  
2<sup>nd</sup> Floor, Matt Langley Bell, III Building  
213 Palafox Place, Room 11.101  
Pensacola, FL 32502  
Phone: (850) 595-4987  
Fax: (850) 595-4805  
Email: [casimmon@co.escambia.fl.us](mailto:casimmon@co.escambia.fl.us)

Website: [www.myescambia.com](http://www.myescambia.com)

**SPECIAL ACCOMMODATIONS:**

**Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening.**

**NOTICE**

**It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction**

**PROFESSIONAL REAL ESTATE APPRAISAL SERVICES  
PD 15-16.002**

**TABLE OF CONTENTS**

**Forms marked with an (\* Asterisk) must be returned with Offer.**

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Drug Free Workplace Form **	6
Information Sheet for Transactions and Conveyances Corporation Identification **	7
List of General Terms and Conditions (Incorporated by Reference)	9
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**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to \_\_\_\_\_  
(print name of the public entity)
- by \_\_\_\_\_  
(print individual's name and title)
- for \_\_\_\_\_  
(print name of entity submitting sworn statement)
- whose business address is
- \_\_\_\_\_
- \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is:

\_\_\_\_\_

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
  - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(indicate which statement applies.)**

\_\_\_\_\_ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(attach a copy of the final order)**

**I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.**

\_\_\_\_\_  
(signature)

Sworn to an subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Personally known \_\_\_\_\_

\_\_\_\_\_

OR produced identification \_\_\_\_\_

Notary Public - State of \_\_\_\_\_

\_\_\_\_\_

My commission expires \_\_\_\_\_

(Type of identification)

(Printed typed or stamped commissioned name of notary public)

### Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that  
\_\_\_\_\_ does:

\_\_\_\_\_  
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

**Check one:**

- \_\_\_\_\_ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- \_\_\_\_\_ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

\_\_\_\_\_  
**Offeror's Signature**

\_\_\_\_\_  
**Date**

**Information Sheet  
for Transactions and Conveyances  
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

**Is this a Florida Corporation** (Please Circle One)  
Yes or No

**If not a Florida Corporation,**  
In what state was it created: \_\_\_\_\_  
Name as spelled in that State: \_\_\_\_\_

**What kind of corporation is it:** "For Profit" or "Not for Profit"

**Is it in good standing:** Yes or No

**Authorized to transact business  
in Florida:** Yes or No

State of Florida Department of State Certificate of Authority Document No.: \_\_\_\_\_

**Does it use a registered fictitious name:** Yes or No

**Names of Officers:**

President: \_\_\_\_\_ Secretary: \_\_\_\_\_  
Vice President: \_\_\_\_\_ Treasurer: \_\_\_\_\_  
Director: \_\_\_\_\_ Director: \_\_\_\_\_  
Other: \_\_\_\_\_ Other: \_\_\_\_\_

**Name of Corporation (As used in Florida):**

\_\_\_\_\_  
(Spelled exactly as it is registered with the state or federal government)

**Corporate Address:**

Post Office Box: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

**Federal Identification Number:** \_\_\_\_\_  
(For all instruments to be recorded, taxpayer's identification is needed)

**Contact person for company:** \_\_\_\_\_ E-mail: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Facsimile Number: \_\_\_\_\_

**Name of individual who will sign the instrument on behalf of the company:**

\_\_\_\_\_  
(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

**(Spelled exactly as it would appear on the instrument)**

**Title of the individual named above who will sign on behalf of the company:**

\_\_\_\_\_

END

---

(850) 488-9000      Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

**ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS**

**The following General Terms and Conditions are incorporated by reference and have the same legal effect as if printed in its entirety.**

A full textual copy of these conditions may be obtained by visiting the Office of Purchasing Home Page (see Bid Information), by telephoning the Office of Purchasing at (850) 595-4980 or by Fax at (850) 595-4805.

**NOTE:** Any and all Special Terms and Conditions and specifications referenced within the solicitation which vary from these General Terms and Conditions shall have precedence. Submission of the Solicitation, Offer and Award Form and Bid/Proposal Form(s) in accordance with these General Terms and Conditions and Special Terms and Conditions constitutes an offer from the offeror. If any or all parts of the offer are accepted by Escambia County Florida, an authorized representative of the county shall affix his signature hereto, and this shall then constitute a written agreement between parties. The conditions incorporated herein become a part of the written agreement between the parties.

**Bid Information** See Home Page URL: <http://www.myescambia.com>  
Click on **ON-LINE SOLICITATIONS**

1. **Sealed Solicitations**
2. **Execution of Solicitation**
3. **No Offer**
4. **Solicitation Opening**
5. **Prices, Terms and Payment**
  - 5.01 **Taxes**
  - 5.02 **Discounts**
  - 5.03 **Mistakes**
  - 5.04 **Condition and Packaging**
  - 5.05 **Safety Standards**
  - 5.06 **Invoicing and Payment**
  - 5.07 **Annual Appropriations**
6. **Additional Terms and Conditions**
7. **Manufacturers' Name and Approved Equivalents**
8. **Interpretations/Disputes**
9. **Conflict of Interest**
  - 9.01 **County Procedure on Acceptance of Gifts**
  - 9.02 **Contractors Required to Disclose any Gift Giving**
  - 9.03 **Gratuities**
10. **Awards**
11. **Nonconformance to Contract Conditions**
12. **Inspection, Acceptance and Title**
13. **Governmental Restrictions**
14. **Legal Requirements**
15. **Patents and Royalties**
16. **Price Adjustments**
17. **Cancellation**
18. **Abnormal Quantities**
19. **Advertising**
20. **Assignment**
21. **Liability**
22. **Facilities**
23. **Distribution of Certification of Contract**



**ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS**  
**The following General Terms and Conditions are incorporated by reference (continued).**

24. **The Successful Bidder(s) must Provide**
25. **Addition/deletion of Items**
26. **Ordering Instructions**
27. **Public Records**
28. **Delivery**
29. **Samples**
30. **Additional Quantities**
31. **Service and Warranty**
32. **Default**
33. **Equal Employment Opportunity**
34. **Florida Preference**
35. **Contractor Personnel**
36. **Award**
37. **Uniform Commercial Code**
38. **Contractual Agreement**
39. **Payment Terms/Discounts**
40. **Improper Invoice; Resolution of Disputes**
41. **Public Entity Crimes**
42. **Suspended and Debarred Vendors**
43. **Drug-Free Workplace Form**
44. **Information Sheet for Transactions and Conveyances**
45. **Copies**
46. **License and Certifications** - For access to Certification/Registration Form for doing Business in Florida go to the Department of State, Division of Corporations, URL:<http://ccfcorp.dos.state.fl.us/corpweb/inquiry/search.html>
47. **Execution of Contract**
48. **Purchase Order**
49. **No Contingent Fees**
50. **Solicitation Expenses**
51. **On-Line Auction Services**

## **SPECIAL TERMS AND CONDITIONS**

The Board of County Commissioners, Escambia County, Florida, invites your company to submit a sealed offer on the item(s) as listed in this solicitation request.

All terms and conditions below are a part of this request, and no offer will be accepted unless all these conditions have been complied with. The County reserves the right to waive informalities in any offer; to reject any or all offers, in whole or in part, and/or to accept the offer(s) that in its judgment is from the lowest and most responsible and responsive offeror(s).

### **Instructions to Offerors**

#### **1. General Information**

All offers to be considered shall be in the possession of the Office of Purchasing prior to the time of the solicitation closing. Offers may be mailed to 213 Palafox Place, Room 11.101, Pensacola, Florida 32502 or delivered to the Office of Purchasing, 2nd floor, Room 11.101, Matt Langley Bell, III Bldg., 213 Palafox Place, Pensacola, Florida 32502, in a sealed envelope clearly marked:

**Specification Number PD 15-16.002, "Request for Qualifications for Real Estate Appraisal Services", Name of Submitting Firm, Time and Date due.**

**Note: If you are using a courier service; Federal Express, Airborne, UPS, etc., you must mark airbill and envelope or box with Specification Number and Project Name.**

Regardless of the method of delivery, each offeror shall be responsible for his offer(s) being delivered on time as the County assumes no responsibility for same. Offers offered or received after the time set for solicitation closing will be rejected and returned unopened to the offeror(s).

The following policy will apply to all methods of source selection:

#### **Conduct of Participants**

After the issuance of any solicitation, all bidders/proposers/protestors or individuals acting on their behalf are hereby prohibited from **lobbying** as defined herein or otherwise attempting to persuade or influence any elected County officials, their agents or employees or any member of the relevant selection committee at any time during the **blackout period** as defined herein; provided, however, nothing herein shall prohibit bidders/proposers/protestors or individuals acting on their behalf from communicating with the purchasing staff concerning a pending solicitation unless otherwise provided for in the solicitation or unless otherwise directed by the purchasing manager.

#### **Definitions**

***Blackout period*** means the period between the time the bids/proposals for invitations for bid or the request for proposal, or qualifications, or information, or requests for letters of interest, or the invitation to negotiate, as applicable, are received at the Escambia County Office of Purchasing and the time the Board awards the contract and any resulting bid protest is resolved or the solicitation is otherwise canceled.

***Lobbying*** means the attempt to influence the thinking of elected County officials, their agents or employees or any member of the relevant Selection Committee for or against a specific cause related to a pending solicitation for goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication.

## **Sanctions**

The Board may impose any one or more of the following sanctions on a nonemployee for violations of the policy set forth herein:

- (a) Rejection/disqualification of submittal
- (b) Termination of contracts; or
- (c) Suspension or debarment as provided in Sec. 46-102 of the Escambia County Code of Ordinances.

This policy is not intended to alter the procedure for Protested Solicitations and Awards as set forth in the Sec. 46-101 of the Escambia County Code of Ordinances.

## 2. **Procurement Questions**

Procurement questions may be directed to Claudia Simmons, Purchasing Manager, (850), 595-4987 (Fax) (850) 595-4805, Email: [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us).

## 3. **Qualifications**

Information on qualifications for Real Estate Appraisal Services is to be submitted in the manner described within this document. Required information is to be submitted in the TAB or File with labels as described. Other Information is to be organized and labeled with the correct TAB number.

## 4. **Payment**

Partial payments in the full amount for the value of items received and accepted may be requested by the submission of a properly executed **original** invoice, with supporting documents if required. Payment for accepted equipment/supplies/services will be accomplished by submission of an **original** invoice, in duplicate, to:

Clerk of the Circuit Court  
Attention: Accounts Payable  
221 Palafox Place  
Pensacola, FL 32502

## 5. **Compliance with Governing Laws and Regulations**

The offeror or contractor will be required to fully comply with all applicable federal, state, and local regulations. The offeror should carefully review these requirements which are detailed in this solicitation.

## 6. **Award**

Multiple awards will be made based upon responsibility and responsiveness to the needs of the County. It is the intent of the County to place Purchase Orders with the responsive and responsible bidders who can provide the services based upon the needs of the County at the time.

The County is not obligated to purchase any minimum or maximum amount during the life of this contract.

7. **Contract Term/Renewal/Termination**

- A. The contract resulting from this Solicitation shall commence effective upon execution by both parties and extend for a period of twelve (12) months. Any changes in the terms or conditions shall be reduced to writing as an addendum to this contract and such addendum shall be executed by both parties and approved by the Board of County Commissioners.

The contract shall be subject to appropriation of funds by the Board of County Commissioners.

- B. The initiation County department(s) shall issue release (purchase) orders against the term contract on an "as needed" basis.
- C. The contract may be canceled by the awarded vendor, for good cause, upon ninety (90) days prior written notice.
- D. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- E. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

8. **Changes - Service Contracts**

The County may at any time by issuance of an executed change order make changes within the general scope of the contract in any of the following areas:

- A. Description of services to be performed.
- B. Time of performance (i.e., hours of the day, days of the week, etc.).
- C. Place of performance of the services.

If additional work or other changes are required in the areas described above, an offer will be requested from the contractor. Upon negotiation of the offer, execution and receipt of the change order, the contractor shall commence performance of the work as specified.

The contractor shall not commence the performance of additional work or other changes not covered by this contract without an executed change order issued by the office of purchasing. If the contractor performs additional work beyond the specific requirements of this contract without an executed change order, it shall be at his own risk. The County assumes no responsibility for any additional costs for work not specifically authorized by an executed change order.

9. **Termination**

- A. The contract may be canceled by the contractor, for good cause, upon ninety (90) days prior written notice.
- B. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- C. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

10. **Ordering**

The County will issue release (purchase) orders against the contract on an as needed basis for the services described in this solicitation.

11. **Licenses, Certifications, Registrations**

The offeror shall at any time of proposal submission meet the license, certification, registration and any other requirements of the State, County, City and/or any other agency of authority with jurisdiction in such matters as necessary to perform the contractual services requested in this solicitation.

Copies of such licenses, certifications, registrations and any other requirements should be provided with the bid/proposal submission; and, the offeror shall provide follow-up evidence that as the contractor they maintain such credentials throughout the period of agreement.

12. **Termination (Public Records Request)**

**If the contractor refuses to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the contractor in conjunction with this agreement then the county may, without prejudice to any right or remedy and after giving the contractor and his surety, if any, seven (7) days written notice, during which period contractor still fails to allow access, terminate the employment of the contractor and take possession of the site and of all materials, equipment, tools, construction equipment and machinery thereon, owned by the contractor, and may finish the project by whatever method it may deem expedient. In such case, the contractor shall not be entitled to receive any further payment until the project is finished. Reasonable terminal expenses incurred by the county may be deducted from any payments left owing the contractor (excluding monies owed the contractor for subcontract work.)**

## Insurance Requirements

### 13. Standard Insurance Requirements and Certificates

This offer contains an extensive insurance requirement. Offerors are encouraged to review these requirements with their insurance agents before submitting offers.

It is not necessary to have this level of insurance in effect at the time of submitting the offer.

A letter from the offeror's insurance carrier will be required as evidence that the offeror will be able to obtain the levels of insurance as required by the contract and indicated on the Sample Certificate of Insurance should your firm be awarded the contract.

### County Insurance Required

The contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County. Such policies shall be from insurers with a minimum financial size of VII according to the latest edition of the AM Best Rating Guide. An A or better Best Rating is "preferred"; however, other ratings if "Secure Best Ratings" may be considered. Such policies shall provide coverages for any or all claims which may arise out of, or result from, the services, work and operations carried out pursuant to and under the requirements of the contract documents, whether such services, work and operations be by the contractor, its employees, or by subcontractor(s), or anyone employed by or under the supervision of any of them, or for whose acts any of them may be legally liable.

The contractor shall require, and shall be responsible for assuring throughout the time the agreement is in effect, that any and all of its subcontractors obtain and maintain until the completion of that subcontractor's work, such of the insurance coverages described herein as are required by law to be provided on behalf of their employees and others.

The required insurance shall be obtained and written for not less than the limits of liability specified hereinafter, or as required by law, whichever is greater.

These insurance requirements shall not limit the liability of the contractor.

The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the contractor's interests or liabilities, but are merely minimums.

Except for workers compensation and professional liability, the contractor's insurance policies shall be endorsed to name Escambia County as an additional insured to the extent of its interests arising from this agreement, contract or lease.

The contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.

The contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The contractor is responsible for the amount of any deductible or self-insured retention.

Insurance required of the contractor or any other insurance of the contractor shall be considered primary, and insurance of the county, if any, shall be considered excess, as may be applicable to claims obligations which arise out of this agreement, contract or lease.

**Workers Compensation Coverage**

The contractor shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by state law and with employers liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease, or a valid certificate of exemption issued by the state of Florida, or an affidavit in accordance with the provisions of Florida Workers Compensation law.

Contractor shall also purchase any other coverages required by law for the benefit of employees.

**General, Automobile and Excess or Umbrella Liability Coverage**

The contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the commercial general liability and business auto policies of the insurance services office.

Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the workers compensation coverage section) and the total amount of coverage required.

**General Liability Coverage - Occurrence Form Required**

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement, contract or lease, broad form property damage coverages, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

The contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County's acceptance of renovation or construction projects.

**Business Auto Liability Coverage**

Business auto liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, nonowned and hired automobiles and employee nonownership use.

**Excess or Umbrella Liability Coverage**

Umbrella liability insurance is preferred, but an excess liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages. Umbrella coverage shall drop down to provide coverage where the underlying limits are exhausted.

**Evidence/Certificates of Insurance**

Required insurance shall be documented in certificates of insurance. If and when required by the County, certificates of insurance shall be accompanied by documentation that is acceptable to the County establishing that the insurance agent and/or agency issuing the certificate of insurance has been duly authorized, in writing, to do so by and on behalf of each insurance company underwriting the insurance coverage(s) indicated on each certificate of insurance.

New certificates of insurance are to be provided to the County at least 30 days prior to coverage renewals. Failure of the contractor to provide the County with such renewal certificates may be considered justification for the County to terminate this agreement, contract or lease.

Certificates should contain the following additional information:

1. Indicate that Escambia County is an additional insured on the general liability policy.
2. Include a reference to the project and the Office of Purchasing number.
3. Disclose any self-insured retentions in excess of \$1,000.
4. Designate Escambia County as the certificate holder as follows:  
Escambia County  
Attention: Claudia Simmons, Purchasing Manager  
Office of Purchasing, Room 11.101  
P.O. Box 1591  
Pensacola, FL 32502-1591  
Fax (850) 595-4805
5. Indicate that the County shall be notified at least 30 days in advance of cancellation.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the county, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the contractor's obligation to fulfill the insurance requirements herein.

If requested by the County, the contractor shall furnish complete copies of the contractor's insurance policies, forms and endorsements, and/or such additional information with respect to its insurance as may be requested.

For commercial general liability coverage the contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.

#### **Endorsements/Additional Insurance**

The County may require the following endorsements or additional types of insurance.

#### **Professional Liability/Malpractice/Errors or Omissions Insurance**

The contractor shall purchase and maintain professional liability or malpractice or errors or omissions insurance with minimum limits of \$1,000,000 per occurrence.

If a claims made form of coverage is provided, the retroactive date of coverage shall be no later than the inception date of claims made coverage, unless the prior policy was extended indefinitely to cover prior acts.

Coverage shall be extended beyond the policy year either by a supplemental extended reporting period (erp) of as great duration as available, and with no less coverage and with reinstated aggregate limits, or by requiring that any new policy provide a retroactive date no later than the inception date of claims made coverage.



14. **Indemnification**

Contractor agrees to save harmless, indemnify, and defend County and Architect/Engineer and their, agents, officers and employees from any and all claims, losses, penalties, interest, demands, judgments, and costs of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, arising directly or indirectly on account of or in connection with the Work done by Contractor under this Agreement or by any person, firm or corporation to whom any portion of the Work is subcontracted by Contractor or resulting from the use by Contractor, or by anyone for whom Contractor is legally liable, of any materials, tools, machinery or other property of County. County and Contractor agree the first \$100.00 of the Contract Amount paid by County to Contractor shall be given as separate consideration for this indemnification, and any other indemnification of County by Contractor provided for within the Contract Documents, the sufficiency of such separate consideration being acknowledged by Contractor by Contractor's acceptance and execution of the Agreement. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims made. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

## **PART A SUMMARY**

The Board of County Commissioners of Escambia County is seeking the Professional Services of qualified firms to provide real estate appraisal services within the geographical boundaries of Escambia County.

The primary objective of this Request for Qualifications is the selection of qualified and experienced Real Estate Appraisal Firms with the right and privilege to provide real estate appraisal services within Escambia County for inclusion in the Real Estate Appraisal Services Agreement to provide quotes for appraisal services as needed by the County.

## **PART 1 GENERAL INFORMATION**

### **1-1 ISSUING OFFICER**

The project Director shall be Jack Brown, County Administrator. The liaison officer shall be Larry Goodwin, Real Estate Acquisition Manager, Public Works Department, Engineering Division.

The contracting agency shall be the Escambia County Board of Commissioners, c/o the Office of Purchasing, P.O. Box 1591, Pensacola, Florida, 32502

### **1-2 CONTRACT CONSIDERATION**

The Services Agreement for Real Estate Appraisal Services will be a multiple award agreement for a term of twelve (12) months and will be awarded to those firms deemed qualified through the Request for Qualifications described herein.

### **1-3 REJECTION**

The right is reserved by the Board of County Commissioners to accept or reject any or all offers or to waive any informality, existing in any submittal or to accept the submittals which best serves the interest and intent of this project and is from the most responsive and responsible proposer.

### **1-4 INQUIRIES**

Procurement questions may be directed to Claudia Simmons, Purchasing Manager, (850), 595-4987 (Fax) (850) 595-4805, Email: [claudia\\_simmons@co.escambia.fl.us](mailto:claudia_simmons@co.escambia.fl.us).

**1-5 ADDENDA**

Any changes made in the Request for Proposal shall be brought to the attention of all of those who have provided the proper notices of interest in performing the services.

**1-6 SCHEDULE**

**The following schedule is subject to change and will be adhered to in so far as practical in all actions related to this solicitation:**

- A. Mailing date of Request for Qualifications.....October 19, 2015**
- B. Receipt of Qualifications .....November 16, 2015, Monday at 3:00p.m., CST, Office of Purchasing Conference Room 11.407**
- C. First Committee Meeting.....November 18, 2015 at 3:30p.m., CST**

**PART II INFORMATION REQUIRED FROM FIRMS**

**ALL SUBMITTALS SHALL INCLUDE THE FOLLOWING INFORMATION. PROVIDE ONE (1) ORIGINAL AND 3 (THREE) COPIES OF THE INFORMATION TO BE REVIEWED.**

**TAB 2 - Statement of Qualifications**

In rating applicants to be put on the County’s list of Professional Appraisers, the County requires the following information:

1. Name, business address, and address of any branch offices and E-mail addresses
2. A list of all appraisal personnel who may be assigned to County projects, appraisal designations held, years of experience and dates of re-certification, along with any planned allocation of staff to county projects;
3. A listing of counties and courts where the applicant has been accepted as an expert witness, along with a list of recent cases in which the applicant has participated;
4. A sample appraisal report;
5. A statement of the appraiser’s ability to respond quickly to requested appraisals;
6. The names, addresses and telephone numbers of a least three (3) of your most recent clients who can be contacted as references; and
7. Any other materials or information that might assist the County in evaluating your qualifications.

### **PART III SCOPE OF WORK**

Escambia County is creating a selective list of approved Professional Appraisers for possible future assignments to assist Escambia County in its determination of valuation of property under varying circumstances, such as for eminent domain proceedings, acquisition, conveyance, and other transactional purposes. The County is seeking the services of Residential Appraisers and Commercial Appraisers. License requirements will be commensurate with the work to be performed.

In order to qualify for the County's list of Professional Appraisers, the appraiser must be able to perform Residential Appraisals or Commercial Appraisals, have a minimum of five years of professional experience related to the completion of appraisals, and provide a complete list of entities for whom appraisals have been completed.

All appraisals must be prepared in conformance with the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board of the Appraisal Foundation.

A Service Agreement will be entered into with multiple firms based upon the responsibility and responsiveness to the needs of the County. Prior to each assignment an hourly rate and total cost schedule will be requested for each assignment to be provided in fulfillment of the requested services from all qualified firms under the Service Agreement. Response time for return of quotes is expected to be within 5 working days. Time frame for completion of all appraisals is expected to be within 4 weeks. Appraisal Services may be required for both commercial and residential Real Estate. Firms may be qualified for both or either type of Appraisal Services.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/8/2015

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 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**  
Daniels Commercial Insurance, LLC  
310 N Tarragona St  
Pensacola FL 32501

**INSURED**  
Sherrill and Stanton, LLC  
410 East Government St  
Pensacola, FL 32502

**CONTACT NAME:** Daniels Commercial Insurance, LLC  
**PHONE (A/C, No, Ext):** 850-308-7710 **FAX (A/C, No):** 850-308-7716  
**E-MAIL ADDRESS:** service@dcinsllc.com

**INSURER(S) AFFORDING COVERAGE** **NAIC #**

**INSURER A:** Starr Indemnity & Liability Company **38318**

**INSURER B:** \_\_\_\_\_  
**INSURER C:** \_\_\_\_\_  
**INSURER D:** \_\_\_\_\_  
**INSURER E:** \_\_\_\_\_  
**INSURER F:** \_\_\_\_\_

**COVERAGES** **CERTIFICATE NUMBER: 1474509567** **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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			1000362007151	7/8/2015	7/8/2016	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
								\$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-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)

Re: Appraisal - 2304 & 2322 North E Street  
The certificate holder is named as an Additional Insured on the policy per requirement by written agreement.

**CERTIFICATE HOLDER**  
  
Escambia County  
213 Palafox Place  
Pensacola FL 32502

**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

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE  
01/15/2016

PRODUCER The Service Agency, Inc.  
107 S. Main Street  
PO Box 887  
Opp AL 36467-0887

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED Presley-McKenney and Associates Inc.  
  
P O Box 329  
Pensacola FL 32592-0239

INSURER A: Auto-Owners Insurance Company  
INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	90-103-301-00	09/18/2015	09/18/2016	EACH OCCURRENCE \$ 1,000,000 FIRE DAMAGE (Any one fire) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	<b>EXCESS LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Property Appraisal Firm ....located at 913 Gulf Breeze Parkway, Suite 30, Gulf Breeze, FL 32561

CERTIFICATE HOLDER

ADDITIONAL INSURED; INSURER LETTER: A

CANCELLATION

Escambia County Florida

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE *Jerry Boothe*  
 Jerry Boothe/The Service Agency, Inc.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/19/2016

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 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).

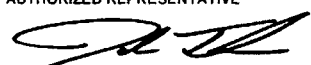
<b>PRODUCER</b> Thomas Insurance 1010 W Garden Street  Pensacola FL 32502		<b>CONTACT NAME:</b> John Thomas <b>PHONE (A/C No, Ext):</b> (850) 607-8145 <b>FAX (A/C No):</b> (850) 607-8899 <b>E-MAIL ADDRESS:</b> john@tipensacola.com	
<b>INSURED</b> EUGENE PRESLEY 514 Dracena Way  Gulf Breeze FL 32561-4606		<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> INSURER A : Safeco INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

**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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE	\$
	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			F2312941	03/04/2015	03/04/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 500,000
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE	\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-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)  
Property Appraisal Firm... Located at 913 Gulf Breeze Parkway, Suite30, Gulf Breeze FL 32561

<b>CERTIFICATE HOLDER</b>  Escambia County Florida	<b>CANCELLATION</b>  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 
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General Star National Insurance Company  
 P O Box 10360 (Attn: GSN)  
 Stamford, CT 06904

**REAL ESTATE ERRORS AND OMISSIONS INSURANCE POLICY**

**DECLARATIONS PAGE**

THIS IS A CLAIMS-MADE AND REPORTED POLICY  
 PLEASE READ THIS POLICY AND ALL ENDORSEMENTS AND ATTACHMENTS CAREFULLY.

Policy Number: NJA898215B

Renewal of Number: NJA898215A

1. NAMED INSURED: Presley-McKenney & Associates, Inc.

STREET ADDRESS: Unit 30  
 913 Gulf Breeze Parkway  
 Gulf Breeze, FL 32561

2. POLICY PERIOD: Inception Date: 10/01/2015 Expiration Date: 10/01/2016  
 Effective 12:01 a.m. Standard Time at the street address of the Named Insured.

3. LIMIT OF LIABILITY:  
 Each Claim: \$1,000,000  
 Aggregate: \$1,000,000

4. CLAIMS EXPENSES:  
 a. Are included within the Limit of Liability  
 b. Have a separate Limit of Liability

5. DEDUCTIBLE:  
 Each Claim: \$5,000  
 a. The deductible amount specified above applies to Damages only.  
 b. The deductible amount specified above applies to both Damages and Claims Expenses.

6. RETROACTIVE DATE: Unlimited  
 If a date is indicated, this Policy will not provide coverage for any Claim arising out of any act, error, omission or Personal Injury which occurred before such date.

7. ANNUAL PREMIUM: \$915.00

TOTAL: \$915.00

8. ENDORSEMENTS:  
 This Policy is made and accepted subject to the printed conditions in this Policy together with the provisions, stipulations and agreements contained in the following form(s) or endorsement(s).

RE 00 0001 01 12; RE 03 0001 01 12; RE 04 0001 01 12; RE 11 0001 01 12;  
 RE 04 0003 01 12;  
 RE 20 0003 01 12;  
 RE 21 0003 01 12;  
 RE 21 0006 01 12; RE 01 0009FL 01 12; RE 94 0006FL 01 12 RE 08 0001 03 12;

9. PRODUCER NAME: Mercer Consumer  
 STREET ADDRESS: 12421 Meredith Drive  
 Urbandale, IA 50398

Authorized Representative

Producer Code: 26460

Class Code: 73127

Date: 09/08/2015

RE 10 0001 01 12

Copyright 2012, General Star Management Company, Stamford, CT

Page 1 of 1







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/10/2015

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 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).

<b>PRODUCER</b> McMahon-Hadder Insurance, Inc. 375 North 9th Ave., Suite A Pensacola FL 32502		<b>CONTACT NAME:</b> Kathy Howard, CIC <b>PHONE (A/C No. Ext):</b> (850) 484-7011 <b>FAX (A/C No.):</b> (850) 474-5201 <b>E-MAIL ADDRESS:</b> kathy@mcmahonhadder.com	
<b>INSURED</b> Fruitticher - Lowery Appraisal Group 3000 Langley Blvd #402 Pensacola FL 32504		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Retail First Insurance Company <b>INSURER B:</b> Liberty Surplus Insurance Corp <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 15/16      **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

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS COMP/OP AGG \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	520-30244	3/1/2015	3/1/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E L EACH ACCIDENT \$ 100,000 E L DISEASE - EA EMPLOYEE \$ 100,000 E L DISEASE - POLICY LIMIT \$ 500,000
B	<b>Professional Liability</b> Deductible \$5,000		DMPL-100129-15	3/11/2015	3/11/2016	Each Claim \$1,000,000 Aggregate \$1,000,000

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

<b>CERTIFICATE HOLDER</b>  	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  D McMahon, III, CIC/K <i>Dennis McMahon</i>





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/5/2015

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.

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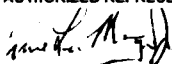
<b>PRODUCER</b> Fisher Brown Bottrell Insurance, Inc. 1701 West Garden Street Pensacola, FL 32502	<b>CONTACT NAME:</b> Carla Byers Stinson <b>PHONE (A/C, No, Ext):</b> (800) 487-2973 <b>E-MAIL ADDRESS:</b> cstinson@fbbins.com	<b>FAX (A/C, No):</b> (850) 438-4678
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b>  Brantley & Associates Real Estate Appraisal Corporation PO Box 12505 Pensacola, FL 32591	<b>INSURER A:</b> CNA Insurance Company	<b>NAIC #</b>
	<b>INSURER B:</b> Zenith Insurance Company	<b>13269</b>
	<b>INSURER C:</b> Continental Casualty Company	<b>20443</b>
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
<b>INSURER F:</b>		

**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.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY					
	CLAIMS-MADE X OCCUR	X	B2090755585	02/15/2015	02/15/2016	
						EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
						MED EXP (Any one person) \$ 10,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMPI/OP AGG \$ 2,000,000
						Hired/Non-Owned \$ 1,000,000
	AUTOMOBILE LIABILITY					
	ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$
	ALL OWNED AUTOS	SCHEDULED AUTOS				BODILY INJURY (Per person) \$
	HIRED AUTOS	NON-OWNED AUTOS				BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	CLAIMS-MADE				AGGREGATE \$
						\$
		DED RETENTION \$				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	Z831457622	02/15/2015	02/15/2016	X PER STATUTE OTH-ER \$
	If yes, describe under DESCRIPTION OF OPERATIONS below	Y N/A				E L EACH ACCIDENT \$ 100,000
						E L DISEASE - EA EMPLOYEE \$ 100,000
						E L DISEASE - POLICY LIMIT \$ 500,000
C	Professional		RFB00799007615	07/02/2015	07/02/2016	Liability 1,000,000
C	Professional		RFB00799007615	07/02/2015	07/02/2016	Retention 10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Project Number: 15-16.002

<b>CERTIFICATE HOLDER</b>  Escambia County Attn: Claudia Simmons, Purchasing Manager Office of Purchasing, Room 11.101 PO Box 1591 Pensacola, FL 32502-1591	<b>CANCELLATION</b>  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 
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