# ORDER: APPROVE CONTRACT WITH CKB, INC. FOR 2016 DATA INPUT FOR REAL PROPERTY

Motion was made by Chad McLarty, duly seconded by Mike Roberts, to approve contract with CKB, Inc. for 2016 Data Input for Real Property.

The vote on the motion was as follows:

Supervisor Mike Pickens, voted yes Supervisor Jeff Busby, voted yes Supervisor Robert Blackmon, voted yes Supervisor Chad McLarty, voted yes Supervisor Mike Roberts, voted yes

After the vote, President Busby declared the motion carried this the 3rd day of August, 2015.

#### STATE OF MISSISSIPPI LAFAYETTE COUNTY

# DATA INPUT AGREEMENT FOR REAL PROPERTY (Tax Roll 2016)

#### ARTICLES OF AGREEMENT

This agreement made this 4th day of August 2015, by and between Lafayette County Board of Supervisors, hereinafter referred to as COUNTY, party of the first part, and CKB, Inc., hereinafter referred to as CONSULTANT, party of the second part, witnesseth:

WHEREAS, the CONSULTANT proposes to furnish the services of it qualified and experienced personnel to perform certain functions of the work in assisting and under the direction of the county Tax Assessor in regards to updating data entry and preparing and correcting related records of certain properties in Lafayette County, according to the provisions and specifications herein contained or made a part hereof by attachment hereto or references herein contained; and

WHEREAS, the COUNTY desires to contract for said services in the matter following:

NOW THEREFORE, it is hereby agreed that the CONSULTANT will maintain, update, and change property appraisal records as required and establish true value of all real property involving changes of ownerships, ownership splits, new or additional construction occurring during the period January 1, 2015 through December 31, 2015; correct any existing property appraisal cards for any omissions, deletions, or additions as identified during this period, to reflect accurate true value of all land improvements required to be appraised in accordance with the State of Mississippi Appraisal Manual and all changed parcels as identified by the ownership mapping changes and field inspections for the same period, and shall be paid for such services all in accordance with the terms and conditions contained herein.

#### I. GENERAL PROVISIONS

## A. TERMS AND CONDITION

- 1. After a COUNTY/CONSULTANT agreement is approved and signed by both parties, no alteration, deletion, or addition, either oral or in writing, shall be made without the prior written approval of both parties.
- 2. The county Tax Assessor shall have the right at all times to review progress in the performance of the agreement, and at all time shall the CONSULTANT be under the direction of the County Tax Assessor, or whoever may be acting as the county Tax Assessor.
- 3. It is agreed by both the CONSULTANT and the COUNTY that this agreement will become binding upon the parties hereto and of full force and effect on them only upon the approval of the Lafayette County Board of Supervisors, properly executed in the space provided therefore.
- 4. It is hereby specifically agreed that the CONSULTANT shall diligently and expeditiously perform the services required by the agreement in order that this agreement can be completed by the earliest practical date.

# B. STARTING AND COMPLETION DATES

Work on the project shall commence no later than August, 2015 and shall be complete and delivered to the Lafayette County Tax Assessor's Office no later than the July 31, 2016.

## C. COMPENSATION AND TERMS

In consideration of the CONSULTANT furnishing the COUNTY the services contracted for herein and such services being acceptable to the COUNTY, the CONSULTANT shall receive the sum of FOURTY THREE THOUSAND TWO HUNDRED DOLLARS (\$43,200). COUNTY shall pay CONSULTANT according to the following schedule:

\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600
\$3,600

## D. TERMINATION OF CONTRACT

- 1. The contract may be terminated by the COUNTY for the following reasons:
  - a. Failure of the CONSULTANT to start work on the date specified.
  - b. Substantial evidence that the progress being made by the CONSULTANT is insufficient to complete the work within the specified time.
- 2. The CONSULTANT must be notified in writing by the COUNTY of the conditions which make default of the agreement imminent. The CONSULTANT will have sixty (60) working days after this notice is given to correct the conditions to the satisfaction of the COUNTY. In the event such conditions are not corrected, the COUNTY may declare the CONSULTANT to be in default under the agreement and notify the CONSULTANT accordingly. In the event of such default, all work completed, work in progress, materials, appraisals, data, documents, and supplies produced or acquired for use under the agreement or any part of the work to the COUNTY within fifteen (15) working days.

# E. RECORDS AND WORK IN CUSTODY OF CONSULTANT

All appraisal, computations, records, forms, cards, lists of property owners, addresses, and any other materials acquired, produced, or used in this project shall be furnished by the COUNTY unless otherwise agreed to in advance and shall remain at all times the property of the COUNTY, provided that until such time as this agreement is completed, terminated, or declared in default the preservation and maintenance of all cards, records, appraisals, computations and other data assembled and prepared by the CONSULTANT under this agreement shall be the responsibility of the CONSULTANT.

# II. SERVICES TO BE PERFORMED BY THE CONSULTANT

#### A. SERVICES

The CONSULTANT agrees to provide all computer data entry for 2016 and shall update all-Real Property Record Cards.

#### B. PERSONNEL

The CONSULTANT shall use competent employees of good character in the performance of this agreement. All employees must have sufficient skill and experience to perform properly the work assigned to them. Employees executing highly technical work shall have sufficient training or experience in such work to perform it properly and satisfactorily in the manner described in these specifications.

The CONSULTANT shall submit upon request by the COUNTY qualifications to the COUNTY of all personnel in a responsible capacity to the COUNTY. It is understood and agreed that all personnel shall be employees of the CONSULTANT. It is understood and agreed that the COUNTY may require the CONSULTANT to remove from the work any person that eh COUNTY considers being incompetent or negligent in the performance of his/her duties or who is guilty of misconduct and that such person shall not be re-employed on the project without the COUNTY's approval and consent.

WITNESS THE EXECUTION HEREOF IN DUPLICATE ORIGINAL, any executed copy of which shall be deemed for all purposes as an original, on this the 4th day of August 2015.

## LAFAYETTE COUNTY

OF THE SO	Ву: _	Jeff Busby, President Lafayette County Board of Supervisors
Sherry Wall, Clerk of the Bo	<u>e</u>	
	скв,	Inc.
	Ву: _	James Conley, President CKB, Inc. 411 South Spring Street Tupelo, Mississippi 38804 Ph. (662) 842-3798