

Contract

Professional Services Contract for the City of Central Falls, Rhode Island

This agreement made this first day of June 2017, by and between the City of Central Falls, Rhode Island, hereinafter termed the CLIENT, and Northeast Revaluation Group, LLC, hereafter named the CONSULTANT, with a principal place of business located at 615 Jefferson Blvd - Suite 203 Warwick, RI 02886.

1. Consultant, pursuant to the provisions of this agreement, is retained by CLIENT to provide Assessing and consulting services for CLIENT for the time frame of July 1st, 2017 through June 30, 2018. The City has the option to extend this agreement from July 1st, 2018, through June 30th, 2019.
2. As full and complete payment for Consultant's services and for the discharge of all Consultant's obligation hereunder, CLIENT shall pay Consultant according to the following schedule
 - A. FEES: A Rate of \$70.00 per hour
 - FEES: A Rate of \$24.00 per site visit for building permits

Assist the Assessing department with the following functions

Review Annual Tangible/PP returns to determine assessed values; enter said values in the CAMA Systems includes entering all new businesses in CAMA

Assist in the formation of the City Tax Roll for Real, Personal & Excise taxes

Assist with: downloads DMV Export file to the Opal Data System for preparation of the Motor Vehicle Tax Roll data; prints multiple reports as required-"unpriced cars, taxpayers without an account number, etc"; reviews all vehicles with "zero" valuations, determines value using NADA books, enters value into Opal Data Tax System; links all taxpayers without an account number to an existing account in Opal, assigns new account # when needed, reviews all MV's belonging to another Muni, deletes from Opal and forwards to correct Muni; reviews all MV reports received from other Muni's and manually adds to Opal Data/Vision.

Ensures the Assessor's office adheres to all States statutes

Respond to all correspondence and inquiries concerning the assessment and taxation of properties

Investigate all taxpayer's questions and/or complaints and initiate actions to resolve problems

Assist Assessor's clerk with the RI Vehicle Value Commission in placing values on all regulated vehicles in the City for the purpose of taxation

Assist the Board of Appeals on all appeals of valuation; assist in defending all assessments that are appealed to a court of law.

Review, prepare, and report to the City Council for all additions and abatements to the City Tax Rolls; attend City Council meetings when needed to field questions from the council.

Assist in maintaining the City's CAMA software and insures all software stays up-to-date; more specifically, reviews all subdivisions, mergers and condo declarations to record and update the CAMA System to reflect all changes.

The Finance Director with budget workshops and preparation of annual budget for Assessor's Office for Mayor/City Council/ Finance Director; insure department expenditures do not exceed budget amounts.

Provide Assessor's office with approximately 18 hours of physical presence for Clerk support and taxpayer assistance, as per the City's needs. Several Additional hours per week may be used for Council meetings and other City requirements.

Maintain all State and Town Exemptions and report them to the State when required.

Familiarity with RI General Laws, Chapter 44-5, as it relates to assessment and ability to correctly interpret the same.

Reviews all building permits issued by the Building Inspector's Office, record all findings of changes as of Dec 31st each year through physical on-site inspections of each property; update the CAMA System.

B. EXPENSES: Consultant will provide as its own all ordinary personal items as may be necessary or appropriate to the rendering of the services herein contemplated. CLIENT will not be responsible for payment or reimbursement of any fees or expenses of Consultant, excepting for those fees and expense items specifically authorized or otherwise set forth in this agreement and as specified in serviced/ work. CLIENT will reimburse Consultant for all reasonable expenses incurred which are incidental to the services performed hereunder and which have been agreed upon in advance by CLIENT and Consultant

Billing and Payment: Payment of fees and reimbursement for expenses incurred will be made within 30 days after receipt of an invoice by CLIENT. One invoice per month will be submitted to the client, for work performed covering the previous month.

All invoices must specify the invoice total and period covered. Expenses must be itemized and substantiated by the attachment of receipts for all expense items.

It is understood that Consultant is an independent professional Consultant and that Consultant will not in any event be construed as or hold themselves to be employees of CLIENT. It is further agreed that the Consultant is under the supervision of the CLIENT, although not under control of the CLIENT. Consultant agrees to comply with all reasonable requests and regulations applicable to the CLIENT. It is also agreed that Consultant, as an independent Consultant, is not restricted to working exclusively for CLIENT during the term of the agreement.

Ownership or Work. Works shall be considered made-for-hire under the United States Copyright Act and, at all stages of development, shall be and remain the sole and exclusive property of CLIENT. Consultant further agrees to take all actions and execute and deliver documents requested by CLIENT in order to evidence the assignment of CLIENT's rights in and to the work.

Consultant is responsible for Workers Compensation, Disability, Unemployment, Automobile Insurance, and any other insurance required by the state of Rhode Island. Consultant is also responsible for payment of State and Federal taxes, and any other applicable tax. Consultant is not eligible for any benefits CLIENT may provide for its employees.

The parties hereto acknowledge that during the course of Consultant's service to CLIENT pursuant to this agreement, it will become necessary or desirable for CLIENT to disclose the Consultant a substantial amount of CLIENT Proprietary Information. Consultant fully understands that the maintenance of such information in strict confidence and the confinement of its use to CLIENT is of vital importance to CLIENT. Consultant agrees that the information and knowledge divulged to Consultant by CLIENT of which Consultant acquires in connection with or as a result of Consultant as confidential.

Consultant recognizes that all records and copies of records touching CLIENT's operations, investigations and business made or received by Consultant during the period of this agreement are and will be the exclusive property of CLIENT, and Consultant will keep the same at all times in Consultant's custody and subject to Consultant's control, and will surrender the same to CLIENT immediately upon the request of CLIENT, or upon completion to agreed upon services

CLIENT or Consultant may terminate this agreement without cause upon seven (7) days written notification to the other party at the address shown in this agreement. CLIENT may terminate this agreement immediately upon Consultants refusal to, or inability to perform under the agreement or the Consultant's breach of this agreement. On termination of this agreement, CLIENT's obligation to pay consultant, except for services already accrued or incurred, will forthwith cease and terminate.

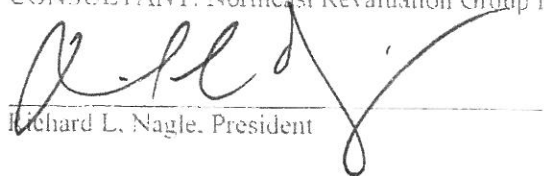
Neither party to this agreement may assign, sell or transfer any part thereof to any other firm or entity without first obtaining the written permission of the other party hereto.

This agreement has been negotiated, executed and delivered in the State of Rhode Island. The parties hereto agree that all questions pertaining to the validity and interpretation of this agreement will be determined in accordance with the laws of the State of Rhode Island.

This agreement and referenced attachments constitute the entire contract of the parties hereto and supersedes any prior agreement between the parties.

WITNESS WHEREOF, the parties hereto have affixed their names and seals the day and year mentioned above.

CONSULTANT: Northeast Revaluation Group LLC


Richard L. Nagle, President

Date: 6-5-17

THE CITY OF CENTRAL FALLS


Leonard Morganis, Administration & Finance Officer

Date: 5/31/17


Matthew J. Campbell

Date: 5/31/17


James D. Mayer

Date: 6.2.17