

Georgia Mass Appraisal Solutions & Services, Inc.

www.gmass.net



PROPOSAL
FOR
APPRAISAL
MAINTENANCE
SERVICES IN
HALL
COUNTY, GA



Kristi Reese
President, GMASS, Inc

Georgia Mass Appraisal Services & Solutions, Inc., GMASS, respectfully submits the following proposal for appraisal maintenance services in Hall County, Georgia. This proposal is dated March 1st, 2022 and will be valid until 1 (one) year from this date.

Items of Submission:

The cost submitted for this request covers the following items:

Commercial & Industrial Properties (Land and Improvements)

- Developing cost schedules for Commercial and Industrial building types
 - Schedules will be based on cost values that when adjusted to local market conditions will produce fair market values.
- Neighborhood and location adjustments and tables will be developed and applied where market conditions dictate.

Administrative and Quality Control

- Review parcels where value changes are extreme.
- Generating sales ratio studies for all property types that meet the requirements of the bid request
- Review and edit of all data, information, and schedules prior to the mailing of assessment notices.
- Provide weekly updates to Chief Appraiser and present monthly updates to the Board of Assessor at their meetings as requested.
- Providing an appraiser registered with the Georgia Real Estate Appraiser Board for hearings or assistance with appeals (**per diem applies**)

Responsibility of County:

- The county is responsible for all sales data qualification.
- The county is responsible for mailing of all timber questionnaire letters.
- The county is responsible for providing aerial photography with a parcel layer.

Cost of Services:

The cost for providing the services above shall be as follows:

Updating cost schedules for Commercial and Industrial improvements	\$50,000.00
Total Cost	\$50,000.00
Optional Costs	
Per Diem for appeal preparation and BOE hearings (includes expense)	\$750.00
Per Diem for appeal preparation and Superior Court hearings (includes expenses)	\$1,000.00

Company Information

Along with references, GMASS, Inc. would like to submit information regarding the company and appraisal work performed in Georgia. GMASS, Inc. was created under an agreement by its current owner Kristi Reese and has been in business for over 14 years. Prior to the formation of GMASS, Kristi had over 15 years of experience serving local governments in the ad valorem tax field. GMASS, Inc. has performed property tax work in over 80 Georgia counties. The GMASS, Inc. staff members have over 150 total years of experience in the appraisal process, GIS and CAMA work. GMASS, Inc. currently has on its staff a retired DOR agent, Gregg Reese, who was responsible for developing and teaching Georgia Certification courses, IV-B: The Appraisal of Rural Land and Timber Regulations. Also, on staff we have Stan King, a certified GIS Analyst. Stan is very knowledgeable with all aspects of GIS and its integration with WinGAP. Mark Loyd, former Training Instructor for the Georgia Department of Revenue and has brought with him years of experience with Georgia tax law. Tracy Thomas and Mark Lovett, both former DOR instructors, joined our staff in November of 2019 to fully complete our team.

Georgia Mass Appraisal Solutions and Services, Inc. (GMASS, Inc)

P.O. Box 67

Norwood, GA 30821

Kristi S. Reese, President

(706) 339-4396

Invoices: Invoices will be billed on a monthly basis for a period of up to 1 (one) year based of equal amounts of the total contract. Invoices are net 30 days, after 30 days 1 ½ interest will be added to all late payments.

Conflict of Interest & Authorized Signature:

I, Kristi Reese, as Chief Financial Officer of GMASS do state that there are no circumstances that create conflict of interest in performing the services of this contract.

I, also, state that I am authorized to submit this proposal for GMASS.

Kristi Reese

GMASS, President & CFO

Completed Contracts during last 2 Years:

County Name	Address	Telephone	Contact
Oglethorpe	P O Box 136 Lexington GA 30648	706-743-5166	Kem Caldwell
Crisp	210 S 7 th St Room 301 Cordele GA 31015	229-276-2635	Sean Sammons
Gordon	P O Box 533 Calhoun GA 30703	706-629-6812	Dana Burch
Jeff Davis	P O Box 609 Hazlehurst GA 31539	912-375-6624	Kathy Yawn
Liberty	P O Box 829 Hinesville GA 31310	912-876-2823	Glenda Roberts
Hall	P O Box 2895 Gainesville GA 30503	770-531-6720	Steve Watson
Telfair	128 E Oak St Suite 9 McRae GA 31055	229-868-2896	Nette McLean
Burke	P.O. Box 46 Waynesboro, GA 30830	706-554-2607	Philip Wren
Coweta	37 Perry Street Newnan, GA 30263	770-254-2680	Mike Marchese
Talbot	38 South Jefferson Street, Talbotton, GA 31827	706-665-3377	Lauren Harbin
Carroll	423 College Street Carrollton, GA 30117	770-830-5212	Renee Parmer
Towns	48 River Street, Suite F, Hiawassee, GA 30546	706-836-2276	Sonya Young

County Contracts in Progress:

CLIENT REFERENCES

County	Contact	Phone #	Job/Time frame
Oglethorpe	Kem Caldwell	706-743-5166	Revaluation-2018-2019
Hall	Steve Watson	770-531-6720	Comm Reval-Ongoing Maintenance 2016-Current
Coweta	Dean Henson	770-254-2680	Revaluation - 2016-current
Haralson	Bob McPherson	770-646-2022	Rural land Schedules-GIS Mapping - 2016-current
Carroll	Hubert Sparks	770-830-5212	Contracted Comm. Appraiser-Revaluation 2016-Current
Gordon	Dana Burch	706-629-6812	Contracted Appraiser-GIS Mapping -2018-Current
Whitfield	Ashley O'Donald	706-275-7410	Contracted Appraisal Services - 2017-Current
Emanuel	Joyce Lamb	478-237-1222	Contracted Appraisal Services - 2018-current
McIntosh	Keith Payne	912-437-6663	Appraisal Maintenance 2012- current
Charlton	Laurie Thomas	912-496-4645	Appraisal Maintenance 2020-2022
Colquitt	Jim Mac Booth	229-616-7425	Commercial Revaluation 2020
Lee	Dennis Lee	229-759-6010	Full revaluation 2020-2021
Talbot	Lauren Harbin	706-665-3377	Revaluation Update 2020

Personnel Resumes:

Gregg Reese
5040 Ridge Rd
Norwood GA 30821

Objective:

Assist local jurisdictions in the equalization of their tax bases.

EDUCATION:

GEORGIA DEPARTMENT OF REVENUE APPRAISER CERTIFICATION COURSES

- 1. COURSE I**
- 2. COURSE II**
- 3. COURSE IV**

GEORGIA INSTITUTE OF TECHNOLOGY – BS IN TEXTILE MANAGEMENT

WARREN COUNTY HIGH SCHOOL

QUALIFICATIONS:

I hold the designation of a property Appraiser IV by the Department of Revenue.

Since retirement from DOR in August, 2012, I have completed 4 rural land revaluations for counties and assisted in other revaluations being conducted by K&G Consulting Services, LLC .

I was the lead developer/designer for WinGAP, the predominate CAMA in Georgia counties, during my tenure with the Georgia Department of Revenue. During my time with DOR, I, also, developed and provided instruction for 6 Georgia Certification Courses for WinGAP and two appraisal courses, Course IV-B, Valuation of Rural Land, and Timber Regulations. I have taught the DOR GCP course, Course IV-A, Valuation of Urban Land.

From 1976-1981, I held the position of Chief Appraiser in Warren County, where I conducted a county-wide revaluation.

POSITIONS HELD:

1. K&G Consulting Services, LLC - President (2012 to present)
2. Department of Revenue - Business Analyst Supervisor (2006 - 2012)
3. Department of Revenue - Principal Property Tax Appraiser (1981 - 2006)
4. Warren County - Chief Appraiser (1976-1981)

Kristi Reese

5040 Ridge Rd

Norwood GA 30821

G.R.E.A.B. Registered Appraiser # 7079

Carroll County

Tax Assessors Office

1989-1996

Reese & Associates

Self Employed

1997-2008

Taliaferro County

Contract Chief Appraiser

1998 - 2004

2009-present

Wilkes County

Contract Asst. Chief Appraiser -2007

GMASS Inc. 2008-present

Self Employed

Appraisal Education

90 Hours pre certification GREAB # 7079

300 Hours continuing education GREAB

Reference Counties

Hart, Camden, Gordon, Gilmer, Jones, Taliaferro, Oglethorpe, Emanuel, Franklin, Terrell, Quitman, Randolph, Laurens, Telfair, Elbert, Dooly, Wheeler, Long, Jeff Davis, Montgomery, Taylor, Wilkinson, Jefferson, Schley, McIntosh, Tift, Washington, Lee, Wilkes

Howard Stanley King, Jr.

Work History

1994-1997 Forsyth County Cumming, GA

Field Appraiser

Data collection and entry of new construction.

Appraise subdivisions.

Assisted appraiser supervisors in any other activities.

1997-1999 Dawson County Dawsonville, GA

Field Appraiser

Assisted in the completion of a total county wide revaluation.

Built CAMA schedules and tables for WinGAP.

Defend values to the Board of Equalization.

1999-2000 Blacks Mill Group, Inc. Dawsonville, GA

Project Manager

Organize county revaluations.

Manage Appraisal Staff.

Set up and install networks.

Data base management and CAMA operations.

2000-2002 Dawson County Dawsonville, GA

Deputy Chief Appraiser

Maintain office network.

Help convert and build WinGAP schedules and tables.

Manage field staff and data entry clerks.

2002- 2003 McCormick Consulting, Inc. Dawsonville, GA

Project Manager

Organize county revaluations.

Set up and install Networks.

Data base management and CAMA operations.

Reports and program building using FoxPro

GIS manager

Public Speaking

2003 - Current H.S. King, Inc. Dawsonville, GA

Owner

Contracting with counties and other firms in county consulting services.

Organize county revaluations.

Set up and install LAN and wireless networks.

Data base management and CAMA (computer assisted mass appraisal) operations

GIS~CAMA integrations

Online support/maintenance

Public Speaking

Contract Chief Appraiser

GREAB # : 324802

2009 - 2011 Gilmer County Ellijay, GA

Deputy Chief Appraiser

Manage Appraisal Staff.

Organize county revaluations annually.

Qualify sales.

All Commercial, Industrial, and complex appraisals.

Review all final sales ratio studies for all classes of property.

Defend values in appeals to BOE, Arbitration, Mediation, and Superior Court.

Maintain and Submit Digest annually.

GIS manager.

GAAO Commercial Committee

2011 – GMASS, INC Norwood, GA

COO, Project Manager

Manage Appraisal Staff.

Organize and manage multiple revaluation projects.

Perform Residential, Commercial, Industrial, and complex appraisals.

Defend values in appeals to BOE, Arbitration, Mediation, and Superior Court.

Mark M. Lovett

501 S. Victory Dr. Waynesboro, GA 30830 • 706-338-4228 • mmcflovett@gmail.com

Summary of Qualifications

- Digest Compliance auditor with seven years of Department of Revenue experience.
- Department of Revenue Timberland and Rural land instructor.
- Georgia Department of Revenue Certified Appraiser III.
- Geographic Information Systems (GIS) and SQL Server analyst.
- WinGAP Computer Assisted Mass Appraisal system technician and instructor.

Professional Experience

Georgia Department of Revenue Compliance Specialist

Georgia Department of Revenue Appraiser III, June 2011–Present

- Audit county tax digests through a three year rotational process and provide guidance to county Board of Assessors
- Develop, maintain (through state legislative updates), and instruct county appraisal staff and Board of Assessor members course material relevant to the ad valorem tax process using Official Code of Georgia title 48 and Georgia Department of Revenue Rules and Regulations (Appraisal Procedure Manual)
- Assist in drafting and amending Georgia Department of Revenue Rules and Regulations (Appraisal Procedure Manual)
- Appraise property designated as Public Utility property throughout the state of Georgia
- Incorporate GIS and SQL Server analysis into appraisal projects utilized by the Department of Revenue
- Provide weekly technical support to county appraisal staff utilizing the WinGAP Computer Assisted Mass Appraisal system
- Responsible for the Conservation Use Market study used in the development of an annual table of values for the Conservation Use and Forest Land Protection Act covenants
- Audit Forestland Protection Act Covenants for data entry and recording accuracy

Greene County Board of Assessors (Greensboro, Georgia)

Appraiser III, April 2003–June 2011

- Maintained Mylar and GIS parcel maps
- Created, through use of GPS technology, the county's first GIS address coverage
- Appraised all real property digest classifications of property including Residential, Commercial, Agricultural
- Appointed secretary to the Board of Assessors from 2009-2011
- Assisted the Chief Appraiser in the development of all real property schedules and tables used in appraising all real property classifications.
- Represented the Board of Assessors in appeal hearings before the county Board of Equalization

Education

- Bachelor of Science, 2000. Georgia College and State University, Milledgeville, Georgia.

Skills

- Extensive computer skills including ESRI, Manifold, and Bentley Microstation software; WinGAP software; SQL Server 2008, 2008R2, 2012, and 2016 software; highly proficient in MS Word, Excel, and Power Point
- Highly motivated and a self-starter; able to multi-task; very organized and prepared

Derek Brewer

GREAB # 304597

Work History

2007-2011 Gilmer County Ellijay, GA

Appraiser

Data collection and entry of commercial and residential property

Appraise rural and urban land.

Assisted in the completion of a total county wide revaluation.

Built CAMA schedules and tables for WinGAP.

Defend values to the Board of Equalization.

2011- Present GMASS, INC . Norwood, GA

Appraiser

Defend values to the Board of Equalization.

Discover and correct taxing irregularities

Appraise rural and urban land.

Assist project manager in any other activities.

Education/Experience

I have been a registered appraiser with the Georgia Real Estate Appraisers Board since 2006 and also received an Appraiser II designation from the Georgia Department of

Revenue in 2008. Since 2006 I have taken numerous continuing education courses with both the Georgia Department of Revenue and with the Georgia Real Estate Appraisers Board.

Contact

Derek Brewer

38 Walnut Ridge Ln.

Ellijay, GA 30540

Phone: (706) 297-1509

Email: brew-44@hotmail.com

Joseph David (Joe) Wright

2970 Carter Road

Sycamore, Georgia 31790

(229) 256-1370

OBJECTIVE: I look forward to continuing to seek work in the field of property tax administration, appraisal and audits through the proposals and contracts as a consultant to the Tax Assessors Office. We can modify our services to accommodate the needs specific to the task at hand where previous work experience and qualifications will be applicable.

QUALIFICATIONS: **Management:** Monitor and maintain pertinent records...Assess needs and establish work priorities...Control inventory; balance cash and accounts receivable...Assure satisfaction and compliance with regulations.

Personnel: Maintain harmonious working conditions with diverse personnel...Promote team performance.

Research/Investigation: Able to conduct diligent searches of probable accounts...Skilled and creative in adjusting to new methods in light of new facts and equipment.

EXPERIENCE:

2016 - Current

Georgia Mass Appraisal Solutions & Services

Norwood, Georgia

Project Manager/Field Appraiser

We offer a unique service to local governments in Georgia through contracts for assistance with the Board of Assessors. We pride ourselves in providing any kind of services needed in the tax assessor's office, through our business model and partnerships that we have established. We ensure compliance and satisfaction in the delivery of the finished product.

August 2012 - Current MW Consulting & Associates LLC
Sycamore, Georgia

Owner/Operator

Serve as the contract chief appraiser in Schley County and Webster County.

July 2008 - June 2017 Lee County Board of Assessors

Leesburg, Georgia

Chief Appraiser

Responsible for the duties of the chief appraiser position including the day to day operation and management of the office and appraisal staff, the successful completion of the annual tax digest, the annual budget for the department and ensuring and maintaining compliance with all state laws and regulations.

Mar 2007 - June 2008 Georgia Department of Revenue, Local Government Services

Atlanta, Georgia

Property Tax Appraiser

Responsible for the southwest territory consisting of twenty-five counties, including providing support and assistance to the tax assessor's offices within the territory, completing digest reviews and public utility appraisal work on an annual basis. I also was an instructor in the Georgia Certification Program, as well as a technical support agent for WinGAP.

Mar 2002 - Mar 2007

Turner County Board of Assessors

Ashburn, Georgia

Chief Appraiser

Responsible for the duties of the chief appraiser position including the day to day operation and management of the office and appraisal staff, the successful completion of the annual tax digest, the annual budget for the department and ensuring and maintaining compliance with all state laws and regulations.

Sept 1998 - Mar 2002

Berrien County Board of Assessors

Nashville, Georgia

Field Appraiser

Responsible for all types of real property appraisals, researching and qualifying deeds, mapping, assisting in an ongoing reevaluation, sales

ratio studies and analysis, hearing appeals from taxpayers, and any other responsibility that may arise as an employee of the tax assessor's office.

EDUCATION:

Ben Hill-Irwin Technical Institute

Fitzgerald, Georgia

Industrial Maintenance Technology

1995, No Diploma

Abraham Baldwin Agricultural College

Tifton, Georgia

Major, Undecided

1990 - 1993, No Diploma (45 credit hours)

Tift County High School

Tifton, Georgia

1992, Diploma

ACHIEVEMENTS:

Honor Graduate: Graduated in the top ten percent of my graduating class. (25th out of approximately 400)

President of Key Club 1990-1992.

Tift County High Marching Brigade Section Leader 1991-1992.

Member of Beta Club 1990 - 1992.

Member of Joint Enrollment Program TCHS/ABAC 1990-1992. (Allowing me to begin college as a high school junior).

Appraiser I Designation - 1997

Appraiser II Designation - 1997

Appraiser III Designation - 2002

Appraiser IV Designation - 2009

Georgia Real Estate Appraiser's Board - 2018

State Registered Real Property Appraiser License #383889

REFERENCES:

Nette McLean

Office (229) 868-2896 Extension 5

Beth Harding

Cell (478) 832-0674

Heather Harden

Office (229) 467-2428

Cell (229) 938-3109

**R. KEVIN STAPLER
1350 HILLCREST ROAD
BOWDON, GEORGIA 30108**

G.R.E.A.B. Registered Appraiser # 357652

Positions Held

United States Air Force

1985-1989

Carroll County

Tax Assessors Office

1990-1993

Carroll County Airport Authority

Manager

1993-1996

Douglas County

Tax Assessors Office

1996-1998

Kingsbridge Industrial

Owner/Operator

1998-2013

GMASS, Inc

Appraiser

2013-Present

Appraisal Education

90 Hours pre certification GREAB # 357652

QUALIFICATIONS:

I hold a certification as a registered appraiser with the Georgia Real Estate Appraisers Board.

While enlisted in the U.S. Air Force I learned many life skills that are necessary to perform well in my work ethics as well as my personal life. I have also completed many property tax revaluations for counties during my previous jobs with counties and with K&G Consulting Services, LLC . During these re-evaluations I have represented the county in many Board of Equalization hearings and resolved appeals for the Board of Assessors.

Reference Counties Carroll, Douglas, Coweta, Hall

Additional Appraisers – years with GMASS Inc.

- Josh Stapler - 10 years GREAB # 352728
- Andy Garrison - 10 years GREAB # 328254
- Erick Garrison - 6 years GREAB #328255
- Nathan Vaughan - 6 years GREAB #370818
- Kevin Murphy - 5 years GREAB #369766
- Linsey May - 4 years GREAB # 383452
- Robert Hamrick - 4 Years GREAB # 376127
- Stevie Rich - 4 Years GREAB #388465

Contract for Services

County of Hall

State of Georgia

THIS CONTRACT is made and entered into this _____ day of _____ 2022 (the "Effective Date"), by and between HALL COUNTY, GEORGIA, a political subdivision of the state of Georgia, acting by and through its Board of Tax Assessors (herein, the "County") and Georgia Mass Appraisal Solutions and Services Inc, (G.M.A.S.S.) (herein the "Company") for the purposes of providing appraisal services as more defined below.

In consideration of the promises, covenants, and conditions set forth herein, the County and the Company agree as follows:

Commercial & Industrial Properties (Land and Improvements)

- Developing cost schedules for Commercial and Industrial building types
 - Schedules will be based on cost values that when adjusted to local market conditions will produce fair market values.
- Neighborhood and location adjustments and tables will be developed and applied where market conditions dictate.

Administrative and Quality Control

- Review parcels where value changes are extreme.
- Generating sales ratio studies for all property types that meet the requirements of the bid request
- Review and edit of all data, information, and schedules prior to the mailing of assessment notices.
- Provide weekly updates to Chief Appraiser and present monthly updates to the Board of Assessor at their meetings as requested.
- Providing an appraiser registered with the Georgia Real Estate Appraiser Board for hearings or assistance with appeals (per diem applies)

Responsibility of County:

- The county is responsible for all sales data qualification.
- The county is responsible for mailing of all timber questionnaire letters.
- The county is responsible for providing aerial photography with a parcel layer.

Cost of Services:

The cost for providing the services above shall be as follows:

Updating cost schedules for Commercial and Industrial improvements	\$50,000.00
Total Cost	\$50,000.00
Optional Costs	
Per Diem for appeal preparation and BOE hearings (includes expense)	\$750.00
Per Diem for appeal preparation and Superior Court hearings (includes expenses)	\$1,000.00

Term: The term of this Contract shall begin on the Effective Date and shall expire May 1st, 2023

Termination: The County or the Company may terminate this contract for any reason by giving the other party 30 days' written notice. Upon termination under this provision, the County shall be responsible for paying the Company for the services provided prior to termination. If the County has paid the Company more than the value of the services provided, the Company shall pay the County the value of the overage.

Invoices: In exchange for the services provided for in this Contract, the County shall pay the Company the amount of \$78,500.00. Invoices will be submitted monthly and will be based on equal monthly payments. All invoices will be submitted to the Board of Tax Assessors for approval and will be delivered by the 10th of each month. Invoices are net 30 days and interest (1.5 %) will be added to all late payments after 30 days.

Contract Assignment: The Company shall not be authorized to assign this Contract, or any of the Company's rights, duties or obligations under the Contract to any other person or entity without the express written consent of the County, which consent shall be provided or withheld in the sole and absolute discretion of the County.

Choice of Law: This Contract shall be governed by and interpreted in accordance with the laws of Georgia. Likewise, Georgia law shall govern any dispute between the parties. Any lawsuits resulting from this contract shall be filed with the Clerk of Court in Hall County.

Insurance: The Company shall carry no less than One Million Dollars (\$1,000,000.00) in comprehensive general liability insurance during the pendency of this Contract. The Company shall name the County as an additional insured under the policy(ies).

This ___ day of _____, 2022.

X

For Hall County

X

For GMASS