

R. 20791



PROFESSIONAL CONSULTING SERVICES OF IAAO, LLC

A wholly owned subsidiary of IAAO

Jackson County, Missouri Agreement and Scope of Work

Professional Consulting Services of IAAO, LLC
314 W 10th Street
Kansas City, Missouri USA 64105-1616
Web: www.iaao.org

FILED

OCT 27 2021

MARY JO SPINO
COUNTY CLERK

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AGREEMENT

THIS AGREEMENT is made as of October 1, 2021, by and between the Jackson County Assessor, ("Client"), and **Professional Consulting Services of IAAO, LLC**, a Missouri limited liability company ("PCSIAAO").

Whereas, PCSIAAO has the capability and capacity to provide the services described in the Scope of Work attached hereto as Exhibit A; and

Whereas, Client desires to retain PCSIAAO to provide such services, and PCSIAAO is willing to perform such services under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. **SERVICES.** PCSIAAO shall provide to Client the services (the "Services") set out in the Scope of Work attached hereto as **Exhibit A** (the "Scope of Work"). PCSIAAO shall use commercially reasonable efforts to perform all such work in accordance with the schedule set forth in the Scope of Work. The schedule set forth in the Scope of Work is contingent on timely deliverables and approvals by Client and any applicable third-party project partner.

2. **CLIENT OBLIGATIONS.** Client shall cooperate with PCSIAAO in its performance of the Services and provide access to Client's premises, employees, contractors, and equipment as required to enable PCSIAAO to provide the Services. Client shall take all steps necessary, including obtaining any required licenses or consents, to prevent Client-caused delays in PCSIAAO's provision of the Services.

3. **COMPENSATION.**

a. In consideration of the provision of the Services by PCSIAAO and the rights granted to Client under this Agreement, Client shall pay the fees and travel related costs and expenses set out in the Scope of Work. Payment shall be made in installments as described in the Scope of Work. Payment shall be made within 30 days upon submission of written invoices.

b. Client shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state, or local governmental entity on any amounts payable by Client hereunder; provided, that, in no event shall Client pay or be responsible for any taxes imposed on, or regarding, PCSIAAO's income, revenues, gross receipts, personnel, or real or personal property or other assets.

c. Payments received after 90 days shall be assessed a late fee of 5% of the invoice amount. Payments received after 120 days shall be assessed an additional late fee of 10% of the invoice amount. Client shall also reimburse PCSIAAO for all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

d. In addition to all other remedies available under this Agreement or at law (which PCSIAAO does not waive by the exercise of any rights hereunder), PCSIAAO shall be entitled to suspend the provision of any Services if Client fails to pay any amounts when due hereunder and such failure continues for 10 days following written notice thereof.



4. COMMUNICATION. During the term of this Agreement, PCSIAAO will use commercially reasonable efforts to provide Client with responses to questions and requests for explanation regarding the report provided by PCSIAAO pursuant to the Scope of Work. All such responses will be provided by PCSIAAO to Client within a reasonable period of time during normal business hours (8am to 5pm Central time, Monday through Friday, excluding holidays) via telephone, email, text, or selected video conferencing platform.

5. LIMITED WARRANTY; DISCLAIMER.

a. PCSIAAO warrants to Client that it shall perform the Services (i) in accordance with the terms and subject to the conditions set out in the Scope of Work and this Agreement, (ii) using personnel of commercially reasonable skill, experience, and qualifications and (iii) in a timely, workmanlike, and professional manner in accordance with generally recognized industry standards for similar services. PCSIAAO's sole and exclusive liability and Client's sole and exclusive remedy for breach of this warranty shall be as follows: PCSIAAO shall use commercially reasonable efforts to promptly cure any such breach; provided, that if PCSIAAO cannot cure such breach within a reasonable time (but no more than 30 days) after Client's written notice of such breach, Client, at its option, may terminate the Agreement by serving written notice of termination in accordance with Section 9.b.

b. PCSIAAO MAKES NO WARRANTIES EXCEPT FOR THAT PROVIDED IN SECTION 5.a ABOVE. ALL OTHER WARRANTIES, EXPRESS AND IMPLIED, ARE EXPRESSLY DISCLAIMED.

6. INTELLECTUAL PROPERTY. All intellectual property rights, including copyrights, patents, patent disclosures and inventions (whether patentable or not), trademarks, service marks, trade secrets, know-how and other confidential information, trade dress, trade names, logos, corporate names and domain names, together with all of the goodwill associated therewith, derivative works and all other rights (collectively, "Intellectual Property Rights") in and to all documents, work product and other materials that are delivered to Client under this Agreement or prepared by or on behalf of PCSIAAO in the course of performing the Services (collectively, the "Deliverables") except for any Confidential Information of Client or Client materials shall be owned by PCSIAAO. If Client obtains any right, title or interest in or to any Intellectual Property Rights (other than the license granted to Client in this Section 6 below), Client hereby assigns and agrees to assign to PCSIAAO all of Client's right, title, and interest in and to all such Intellectual Property Rights. PCSIAAO hereby grants Client a license to use all Intellectual Property Rights in the Deliverables free of additional charge and on a non-exclusive, non-transferable, non-sublicensable, fully paid-up, royalty-free, and perpetual basis to the extent necessary to enable Client to make reasonable use of the Deliverables and the Services.

7. CONFIDENTIALITY.

a. From time to time during the term of this Agreement, either party (as the "Disclosing Party") may disclose or make available to the other party (as the "Receiving Party"), non-public, proprietary, and confidential information of Disclosing Party that, if disclosed in writing or other tangible form is clearly labeled as "confidential," or if disclosed orally, is identified as confidential when disclosed and within 10 days thereafter, is summarized in writing and confirmed as confidential ("Confidential Information"); provided, however, that Confidential Information does not include any information that: (i) is or becomes generally available to the public other than as a result of Receiving Party's breach of this Section 7; (ii) is or becomes



available to the Receiving Party on a non-confidential basis from a third-party source, provided that such third party is not and was not prohibited from disclosing such Confidential Information; (iii) was in Receiving Party's possession prior to Disclosing Party's disclosure hereunder; or (iv) was or is independently developed by Receiving Party without using any Confidential Information.

8. The Receiving Party shall: (i) protect and safeguard the confidentiality of the Disclosing Party's Confidential Information with at least the same degree of care as the Receiving Party would protect its own Confidential Information, but in no event with less than a commercially reasonable degree of care; (ii) not use the Disclosing Party's Confidential Information, or permit it to be accessed or used, for any purpose other than to exercise its rights or perform its obligations under this Agreement; and (iii) not disclose any such Confidential Information to any person or entity, except to the Receiving Party's Group who need to know the Confidential Information to assist the Receiving Party, or act on its behalf, to exercise its rights or perform its obligations under this Agreement. If the Receiving Party is required by applicable law or legal process to disclose any Confidential Information, it shall, prior to making such disclosure, use commercially reasonable efforts to notify Disclosing Party of such requirements to afford Disclosing Party the opportunity to seek, at Disclosing Party's sole cost and expense, a protective order or other remedy. For purposes of this Section 7 only, Receiving Party's Group shall mean the Receiving Party's affiliates and its or their members, managers, directors, officers, agents, independent contractors, service providers, subcontractors, attorneys, accountants, and financial advisors.

9. TERM, TERMINATION AND SURVIVAL.

a. This Agreement shall commence as of the date hereof and shall continue thereafter until the completion of the Services under the Scope of Work unless sooner terminated pursuant to Section 9.b or Section 9.c.

b. Either Party may terminate this Agreement, effective upon written notice to the other Party (the "Defaulting Party") if the Defaulting Party: (i) materially breaches this Agreement, and such breach is incapable of cure, or with respect to a material breach capable of cure, the Defaulting Party does not cure such breach within 30 days after receipt of written notice of such breach; (ii) becomes insolvent or admits its inability to pay its debts generally as they become due; (iii) becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law, which is not fully stayed within seven business days or is not dismissed or vacated within 45 business days after filing; (iv) is dissolved or liquidated or takes any corporate action for such purpose; (v) makes a general assignment for the benefit of creditors; and (vi) has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

c. Notwithstanding anything to the contrary in Section 9.a, PCSIAAO may terminate this Agreement before the expiration date of the Term on written notice if Client fails to pay any amount when due hereunder: (i) and such failure continues for 10 days after Client's receipt of written notice of nonpayment; or (ii) more than one time in any 12 month period.

d. The rights and obligations of the parties set forth in this Section 9.d and in Sections 5.b, 6, 7, 10 and 11, and any right or obligation of the parties in this Agreement which, by its nature, should survive termination or expiration of this Agreement, will survive any such termination or expiration of this Agreement.

10. LIMITATION OF LIABILITY.



a. IN NO EVENT SHALL PCSIAAO BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT OR LOSS OF DATA OR DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT PCSIAAO HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

b. IN NO EVENT SHALL PCSIAAO'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO PCSIAAO PURSUANT TO THIS AGREEMENT [IN THE 12 MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM].

11. MISCELLANEOUS.

a. Entire Agreement. This Agreement, including and together with the Scope of Work and any related exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter. The parties acknowledge and agree that if there is any conflict between the terms and conditions of this Agreement and the terms and conditions of the Scope of Work, the terms and conditions of this Agreement shall supersede and control.

b. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Agreement (each, a "Notice", and with the correlative meaning "Notify") must be in writing and addressed to the other party at its address set forth below (or to such other address that the receiving party may designate from time to time in accordance with this Section 11.b). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid), or email (with confirmation of transmission). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving Party; and (b) if the Party giving the Notice has complied with the requirements of this Section 11.b.

Notice to PCSIAAO: 314 W 10th Street, Kansas City, MO 64105
E-mail: mcguire@iaao.org
Attention: Debra N. McGuire, Executive Director

Notice to Client: 415 E 12th Street, Kansas City, MO 64106
E-mail: gmbeatty@jacksonsgov.org
Attention: Gail McCann Beatty

c. Severability. If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon a



determination that any term or provision is invalid, illegal, or unenforceable, the court may modify this Agreement to affect the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

d. Amendments. No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to this Agreement and signed by each party.

e. Waiver. No waiver by any party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

f. Assignment. Client shall not assign, transfer, delegate, or subcontract any of its rights or delegate any of its obligations under this Agreement without the prior written consent of PCSIAAO. Any purported assignment or delegation in violation of this Section 11.f shall be null and void. No assignment or delegation shall relieve the Client of any of its obligations under this Agreement. PCSIAAO may assign any of its rights or delegate any of its obligations to any affiliate or to any person acquiring all or substantially all of PCSIAAO's assets without Client's consent.

g. Successors and Assigns. This Agreement is binding on and inures to the benefit of the parties to this Agreement and their respective permitted successors and permitted assigns.

h. Relationship of the Parties. The relationship between the parties is that of independent contractors. The details of the method and manner for performance of the Services by PCSIAAO shall be under its own control, Client being interested only in the results thereof. PCSIAAO shall be solely responsible for supervising, controlling, and directing the details and manner of the completion of the Services. Nothing in this Agreement shall give Client the right to instruct, supervise, control, or direct the details and manner of the completion of the Services. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment, or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

i. No Third-Party Beneficiaries. This Agreement benefits solely the parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

j. Choice of Law. This Agreement and all related documents including all exhibits attached hereto, and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute are governed by, and construed in accordance with, the laws of the State of Missouri, without giving effect to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Missouri.



k. Choice of Forum. Each party irrevocably and unconditionally agrees that it will not commence any action, litigation or proceeding of any kind whatsoever against the other party in any way arising from or relating to this Agreement, including all exhibits, schedules, attachments and appendices attached to this Agreement, and all contemplated transactions, including contract, equity, tort, fraud and statutory claims, in any forum other than the United States District Court for the Western District of Missouri or, if such court does not have subject matter jurisdiction, the courts of the State of Missouri sitting in Jackson County, Missouri, and any appellate court from any thereof. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in the United States District Court for the Western District of Missouri or, if such court does not have subject matter jurisdiction, the courts of the State of Missouri sitting in Jackson County, Missouri. Each Party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

l. Waiver of Jury Trial. Each party acknowledges that any controversy that may arise under this Agreement, including exhibits, schedules, attachments, and appendices attached to this Agreement, is likely to involve complicated and difficult issues and, therefore, each such party irrevocably and unconditionally waives any right it may have to a trial by jury in respect of any legal action arising out of or relating to this Agreement, including any exhibits, schedules, attachments or appendices attached to this Agreement, or the transactions contemplated hereby.

m. Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

n. Force Majeure. No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations of the Client to make payments to PCSIAAO hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the impacted party's ("Impacted Party") reasonable control, including, without limitation, the following force majeure events ("Force Majeure Event(s)"): (a) acts of God; (b) flood, fire, earthquake, epidemic, pandemic or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order, law, or actions; (e) embargoes or blockades in effect on or after the date of this Agreement; (f) national or regional emergency; (g) strikes, labor stoppages or slowdowns, or other industrial disturbances; (h) shortage of adequate power or transportation facilities; and (i) other similar events beyond the reasonable control of the Impacted Party. The Impacted Party shall give notice within 10 days of the Force Majeure Event to the other party, stating the period of time the occurrence is expected to continue. The Impacted Party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized. The Impacted Party shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause. In the event that the Impacted Party's failure or delay remains uncured for a period of 30 consecutive days following written notice given by it under this Section 11.n, the other party may thereafter terminate this Agreement upon 30 days' written notice.

[Signature page follows]



IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above. By executing this Agreement, each party represents and warrants that it is duly authorized to enter into this Agreement.

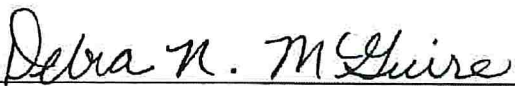
[CLIENT NAME]



Signature

~~Gail McCann Beatty~~ *Bob Crutsinger*
Jackson County Assessor *Director of Finance*

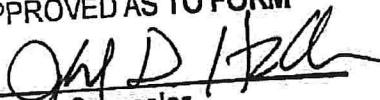
PROFESSIONAL CONSULTING SERVICES OF IAAO, LLC



Signature

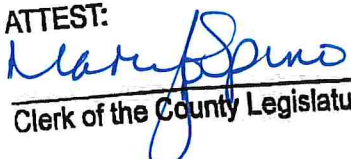
Debra N. McGuire, MBA, IOM, CAE
Executive Director, IAAO

APPROVED AS TO FORM



County Counselor

ATTEST:



Clerk of the County Legislature

R. 20791

REVENUE CERTIFICATE

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 045 1902 56010
ACCOUNT TITLE: Assessment Fund
Assessment
Auditing and Accounting Services
NOT TO EXCEED: \$50,000.00

Date

10-26-2021


Director of Finance and Purchasing

CT 190221016 MR

Scope of Work – Exhibit A

Introduction

Jackson County is located in the western portion of Missouri. Within its approximately 616 square miles of area is housed a 2020 population of 717,204 and a real property parcel count of 341,000. The county has contracted with Tyler Technologies to perform a reappraisal of those parcels and has asked PCS of IAAO to review current processes and procedures in the office to establish whether and to what extent there are gaps between current performance and industry standards. Both of these efforts are directed toward improving the assessment function for the benefit of Jackson County taxpayers.

Requirements

This project involves an audit of the processes and procedures currently employed by Client. As such, it will require the dedication of assessment office staff to assist PCS in clearly describing the existing situation within the assessment office and for PCS to describe in useful detail any needed changes to bring that office into compliance with industry best practices.

The thirteen specific areas of focus are:

- The statutory and regulatory environment in which the office functions
- Current management and staffing of the office
- Information technology being used
- Cadastral mapping capabilities
- The sufficiency of property use codes, market areas and neighborhood delineations
- Property data collection and maintenance
- Sales data collection and ratio studies
- Land, residential and commercial valuation



- Personal property assessment, as appropriate
- Value defense methods and means
- Taxpayer communication and assistance

The existing situation in the Assessor's office will be compared to IAAO's Technical Standards to establish any existing operational gaps.

Project Plan:

PCSIAAO is expected to provide services in accordance with the terms of the executed contract and under the rules, regulations, and supervision of the Jackson County Assessor. PCSIAAO is expected to complete services in accordance with the laws of the State of Missouri and related rules and regulations, Uniform Standards of Professional Appraisal Practice (USPAP), and generally accepted appraisal principles. Following execution of this agreement a questionnaire will be sent to the Assessor to be completed by appropriate staff members. The completed questionnaire will be reviewed by PCS contractors with the purpose of preparing questions to ask assessment office staff during on-site visits to be scheduled at a mutually convenient time. Those contractors will report on the portions of the questionnaire they are assigned and a final report will be compiled and presented to the Client.

Project Status Control:

The successful completion of the project depends upon proper coordination, planning, and management throughout its duration. Therefore, PCSIAAO will use commercially reasonable efforts to respond within a reasonable period of time, which for purposes of this Agreement is two weeks or less, during normal business hours (8:30 am to 4:30 pm Central time, Monday through Friday, excluding holidays) via telephone, email, text, or selected video conferencing platform.

Hardware/Software

All work products will be created and maintained on PCSIAAO hardware in MS Word.



Deliverable Products

PCSIAAO will be responsible for the delivery of a completed report according to the project timetable.

PCSIAAO's work shall be considered complete and meeting final acceptance when the audit report is delivered and certified as complete and accurate by the project administrator.



Project Methodology: (Dates to be negotiated with Client)

Task	Description	Dates
Completion of questionnaire	PCSIAAO will sent Client a questionnaire to be completed by Client staff and returned to PCSIAAO	
Review questionnaire	PCSIAAO will review questionnaire and arrange with Client for an onsite follow-up	
On-site visit by PCSIAAO	PCSIAAO will interview key staff to clarify responses to questionnaire	
Complete report	PCSIAAO will complete a report of findings and suggestions for changes	
Delivery of report	PCSIAAO will deliver report to Client in pre-determined format	

Payment Schedule:

Project Professional Services

Total cost for project professional services is \$ with the following payment schedule.

Payment	Milestone	Amount
1	First half payment on delivery of questionnaire to Client	\$25,000
2	Final payment on acceptance of audit report by Client	\$25,000
Total		\$50,000

Travel Expenses:

If travel costs are incurred, they will be invoiced as a separate expense at actual costs. Receipts to be provided. Contractor shall obtain Client approval for any travel and related expenses over \$300 prior to incurring the same.

Statement of Qualifications

The International Association of Assessing Officers (IAAO) is a nonprofit, educational organization founded in 1934. Its mission is to promote innovation and excellence in property appraisal and property tax policy and administration through professional development, education, research, and technical assistance. Its 8,600 members are government officials and others interested in the administration of assessment and property tax. All IAAO members subscribe to IAAO's Code of Ethics and Standards of Professional Practice and to the Uniform Standards of Professional Appraisal Practice (USPAP).

The IAAO is the primary publisher, educator, and leader of standards in the field of mass appraisal and assessment administration. As a standard-setting organization, the IAAO has published 15 standards aimed at improving assessment practices. As an educator, the IAAO has established a curriculum of 30 courses and 28 workshops to supplement university-level and professional training for individuals interested in pursuing a career in property tax administration. We offer the only comprehensive program of mass appraisal courses in the world. In addition, we offer special seminars and an international conference on assessment administration annually.

The IAAO professional designation program recognizes that assessment administration is a specialty within public service and that assessment personnel are relatively mobile we therefore offer professional designations to certify the competence of individuals and to attest to their competence when career paths cross state/provincial lines.

Several routes are available to designations, all of which involve some independent project, such as a demonstration appraisal or a mass appraisal case study, in addition to the successful completion of one of the prescribed curricula. The IAAO offers 5 designations: a generalist designation requiring demonstrated competence in all areas of assessment—Certified Assessment Evaluator (CAE)—and 4 specialist designations: Residential Evaluation Specialist (RES), Cadastral Mapping Specialist (CMS), Personal Property Specialist (PPS), and Assessment Administration Specialist (AAS).



For more than 20 years, the association has established voluntary, objective standards for the improvement of assessment practices and conducted a research and technical services program to help jurisdictions attain these standards. Technical assistance services or consulting services are offered in a number of areas and by means of a variety of arrangements. Our most common engagement is to perform an evaluation of assessment practices within a specific jurisdiction. Our services are provided either on a time-and-materials or fixed-price basis, as the client may prefer, and are rendered by team experts assembled for the purpose.

IAAO is an independent association not affiliated with any vendor, company, or firm in the private sector or any other association not in the assessment field. IAAO does not undertake technical assistance projects for taxpayers or any other individual or group in the private sector.

IAAO has been a leader in mass appraisal education, technology, and standard-setting for mass appraisal and ad valorem systems in North America and many countries around the world. IAAO has the team, resources, and ability to provide services to meet Client needs.

Qualifications of Personnel

Project Liaison/Manager

Larry J. Clark, CAE

clark@iao.org ● (816) 701-8130

314 W 10th St ● Kansas City, MO 64105-1616

EDUCATION

B.A. in Social Science (Pre-law emphasis) 1972
KANSAS STATE COLLEGE OF PITTSBURG
PITTSBURG, KANSAS
ULSTER UNIVERSITY

PROFESSIONAL EXPERIENCE

International Association of Assessing Officers – 1/2008-Present Kansas City, MO Director of Strategic Initiatives

- Act as project director for consulting projects undertaken by PCSIAAO.
- Assist the professional development staff with education and designation projects.

Johnson County, Kansas – 9/1993-12/2007

- Residential Valuation Manager responsible for the annual valuation of 150,000 residential properties, including data collection, maintenance of valuation models and review of values.
- Later moved to Valuation Systems Manager to assist the entire department in process automation, value modeling and electronic reporting

Wyandotte County, Kansas – 7/1989-8/1993

- Served as appointed county appraiser following a state-mandated reappraisal of all real property.



Wyandotte County, Kansas – 6/1986-6/1989

- Ran the in-house reappraisal of real property as the Director of Reappraisal.
- Directed the hiring and training of a new staff; the collection of data and the creation of valuation models in a newly instituted CAMA system.

PROFESSIONAL DESIGNATIONS EARNED

- Residential Evaluation Specialist (RES) – awarded by the International Association of Assessing Officers, 1982
- Certified Assessment Evaluator (CAE) – awarded by the International Association of Assessing Officers, 1984

CONSULTING ASSIGNMENTS

- Wyandotte County, Kansas – Ongoing help preparing annual statistical reports.
- Crawford County, Kansas – Periodic sales ratio reporting
- Craig County, Colorado – SPSS training 2000 and 2002
- Volusia County, Florida – SPSS training 2001
- Eagle County, Colorado – SPSS training 2002
- Clay County, Missouri – Cama conversion
- TerraScan – Cheyenne, Wyoming Cama conversion training
- IAAO – Bexar Central Appraisal District – peer review
- IAAO – United Kingdom – development and presentation of a mass appraisal course 350
- IAAO – United Kingdom – development and presentation of a Final Value Review Workshop
- Arkansas Chapter of IAAO – Developed and taught a workshop on the use of SPSS in producing ratio studies.
- Reynolds Appraisal Company – Developed and taught a workshop on the use of SPSS in appraising.
- Assessment Coordination Division, State of Arkansas – Taught one day workshop on interpretation of SPSS output.
- Russian Society of Appraisers – Presented a one-day workshop on the U.S. property tax system in Moscow.
- Lincoln Institute of Land Policy, State Administration of Taxation of China – Presented a two-day workshop on IAAO standards at the Renmin University in Beijing, China

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816/701-8100, Fax 816/701-8149, 800/616-4226, www.iaao.org

CONTINUING APPRAISAL EDUCATION

I have, over the course of my career, taken twenty-three courses and workshops from the International Association of Assessing Officers, two from the American Institute of Farm Managers and Rural Appraisers and five from the Appraisal Institute.

I have taught seventy-four times in various parts of the United States, England, Moscow, Beijing, and Bangkok. In addition, I have been instrumental in creating several workshops and assisting in modifying week-long courses.

AWARDS

- 1994 Most Valuable Member – International Association of Assessing Officers
- 1997 Bernard L. Barnard Award Winner – International Association of Assessing Officers
- 2003 Presidential Award Recipient – President of the International Association of Assessing Officers
- 2004 Bernard L. Barnard Award Winner – International Association of Assessing Officers
- 2005 Instructor of the Year - International Association of Assessing Officers
- 2008 Verne W. Pottorff Designee of the Year – International Association of Assessing Officers
- 2018 IAAO Fellow – International Association of Assessing Officers

PUBLICATIONS

- Clark, Larry J (2021) How many people do I need in my office? *Fair & Equitable* February 2021 v. 19 n. 2
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- Clark, Larry J (2015). Pivot tables in Microsoft Excel. *Fair & Equitable February 2015 v. 13 n. 2.*
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