



Guilford County

CONTRACT AGREEMENT

COUNTY				PROVIDER			
Guilford County 301 West Market Street Greensboro, NC 27401 Telephone No: 336-641-3852 Attention: Tiffany Johnson Contract No: 1474 Parent Contract No: 0				TAX MANAGEMENT ASSOCIATES, INC. 5121 Parkway Plaza Blvd Charlotte, NC 28217 Lorie Yow 7048471234 7048153823 lorie.yow@tma1.com Attention: Lorie Yow			
HIGHLIGHT INFORMATION							
Contract Purpose: Business & Property Tax Auditing Services for Tax Department Effective Date: July 1, 2019 Contract Type: PRICE ONLY SERVICE Contract Amount: 625,500.00				Expiration Date: June 30, 2022 Contract Subtype: Event Number:			
CONTRACT LINES							
Line No	Percent	Item Description	Acct Unit	Account	Base Cost	UOM	Amount
1	100.000%	TAX AUDITING SERVICE	145110	53010^0	\$695.00	EA	\$625,500.00



GUILFORD COUNTY CONTRACT NO. 1474
Parent Contract No. 0

THIS CONTRACT is hereby made, entered into, and effective as of July 1, 2019, by and between GUILFORD COUNTY, a body politic and corporate of the State of North Carolina, hereinafter referred to as the "COUNTY," and TAX MANAGEMENT ASSOCIATES, INC., hereinafter referred to as the "PROVIDER," and also collectively referred to as the "Parties."

W I T N E S S E T H:

WHEREAS, for the purpose and subject to the terms and conditions hereinafter set forth, the COUNTY hereby contracts for the items, goods, service or services of the PROVIDER and the PROVIDER agrees to provide the items, goods, service or services to the COUNTY in accordance with the terms of this Agreement.

WHEREAS, the COUNTY is in need of Business & Property Tax Auditing Services for Tax Department and,

WHEREAS, the PROVIDER has submitted a proposal to provide such goods and/or services.

NOW, THEREFORE, in consideration of promises mutually exchanged the Parties agree as follows:

1. GOODS and/or SERVICES. PROVIDER will provide the goods and/or services as set forth in the Specifications (Attachment A) and Proposal (Attachment B), attached hereto and incorporated herein by reference. All items and/or services shall be provided in a competent, workmanlike and professional manner acceptable to the COUNTY. Should there be any discrepancy between the Proposal (Attachment B) and the Specifications (Attachment A) and/or the first five (5) pages of this Contract, the first five (5) pages of this Contract and/or the Specifications (Attachment A) shall prevail and control.

2. PRICING. As full compensation for the PROVIDER'S delivery of the goods and/or services, the COUNTY agrees to pay the amounts for the goods and/or services as set out herein and in Attachment B, which is attached hereto and incorporated herein by reference. Payment will be made by the COUNTY to PROVIDER within thirty (30) days of receipt of a correct invoice and proper documentation that the goods and/or services have been delivered or provided in accordance with this Contract.

3. PRICE ONLY CONTRACT. The COUNTY is not financially committed by this Contract to purchase any minimum amount of goods and/or services. The financial exposure to the COUNTY is not expected to exceed \$625,500.00, and in any event payment will be made only from budgeted funds in accordance with N.C. Gen. Stat. §159.

Class	Personal Property Assessed Value Range	Quantity to be Assigned
A	\$50,000 - \$399,999	230
B	\$400,000 - \$999,999	36

C	\$1,000,000 - \$4,999,999	26
D	\$5,000,000 - \$19,999,999	6
E	\$20,000,000 and greater	2

Total Audits Performed PER YEAR x Total Bid Amount 300 x \$695.00 = \$208,500.00 per year

4. APPROPRIATION. This Contract is subject to annual appropriation of funds by the Guilford County Board of Commissioners or other funding source, pursuant to N.C. Gen. Stat. §153A-13.

5. TERM. This Contract shall be in effect for three (3) years, beginning July 1, 2019, and ending June 30, 2022, with the option to extend for two (2) additional one (1) year renewals at the same pricing and terms and conditions upon mutual written agreement of both Parties.

6. ADDENDUM. The terms of this Agreement may only be modified or revised with a written Agreement executed by both Parties.

7. TERMINATION WITHOUT CAUSE. Either Party may terminate this Agreement for any reason and without penalty upon thirty (30) days written notice to the other Party. All goods and/or services provided and accepted as of the date of termination will be paid for; similarly, amounts paid in advance, if any, for which goods and/or services have not been provided and accepted by the COUNTY will be promptly refunded to the COUNTY by the PROVIDER within thirty (30) days of date of termination of this Contract.

8. TERMINATION FOR CAUSE. If, through any cause, the PROVIDER shall fail to fulfill its obligations under this contract in a timely and proper manner, the COUNTY shall have the right to terminate this contract by giving written notice to the PROVIDER and specifying the effective date thereof. In the event, all finished or unfinished deliverable items prepared by the PROVIDER under this contract shall, at the option of the COUNTY, become its property and the PROVIDER shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the PROVIDER shall not be relieved of liability to the COUNTY for damages sustained by the COUNTY by virtue of the PROVIDER'S breach of this agreement, and the COUNTY may withhold any payment due the PROVIDER for the purpose of setoff until such time as the exact amount of damages due the COUNTY from such breach can be determined. In case of default by the PROVIDER, without limiting any other remedies for breach available to it, the COUNTY may procure the contracts services from other sources and hold the PROVIDER responsible for any excess cost occasioned thereby. The filing of a petition for bankruptcy by the PROVIDER shall be an act of default under this contract.

9. NOTICES. All notices pursuant to this Agreement shall be in writing and delivered personally or mailed by certified mail, registered mail, postage prepaid, with return receipt requested, at the addresses appearing below, but each Party may change such address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt. Mailed notices will be deemed communicated as of three (3) days after mailing.

Marty K. Lawing, Guilford County Manager
 GUILFORD COUNTY
 P.O. Box 3427 (zip code 27402)
 301 West Market Street
 Greensboro, NC 27401

President
TAX MANAGEMENT ASSOCIATES, INC.
2225 Coronation Blvd
Charlotte, NC 28227

10. INDEPENDENT CONTRACTOR INDEMNIFICATION. PROVIDER shall operate as an independent contractor for all purposes. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the COUNTY and either the PROVIDER or any employee or agent of PROVIDER. PROVIDER is an independent contractor and not an employee, agent, joint venture or partner of the COUNTY.

The Parties agree to each be solely responsible for their own acts or omissions in the performance of each of their individual duties hereunder, and shall be financially and legally responsible for all liabilities, costs, damages, expenses and attorney fees resulting from, or attributable to any and all of their individual acts or omissions to the extent allowable by law.

11. ASSUMPTION. If PROVIDER should undergo merger, acquisition, bankruptcy or any change in their ownership or their name for any reason, PROVIDER must immediately notify GUILFORD COUNTY in writing of these changes and provide the COUNTY with legal documentation supporting these changes, such as an Assumption Agreement, Bill of Sale, Articles of Incorporation, Articles of Amendment, sales contract, merger documents, etc. Further, PROVIDER will submit the name and address of the assuming PROVIDER'S registered agent for service of process and/or all notices required under this Contract.

12. SEVERABILITY. If any provision of this Contract is held unenforceable, then such provision will be modified to reflect the Parties' intention. All remaining provisions of this Contract shall remain in full force and effect.

13. FORCE MAJEURE. Neither Party shall be liable to the other Party for any failure or delay caused by events beyond such Party's control and not due to its own negligence, provided that such Party uses commercially reasonable efforts to resume performance as soon as reasonably practicable. The non-performing Party shall notify the other Party of the force majeure event within twenty-four (24) hours of the onset thereof. In the event that a force majeure event precludes PROVIDER from performing services and/or providing goods for a period of ten (10) consecutive business days, the COUNTY shall have the right to: (a) procure replacement goods and/or services from an alternative source and/or (b) terminate the Contract or portion(s) of Contract upon written notice to PROVIDER.

14. HEADINGS/TITLES/WORDING. Inclusion of titles of paragraphs or section headings, capitalization of certain words or phrases and/or bold face typestyle of certain words or phrases in this Contract are for convenience purposes only and shall not be used to interpret or construe the provisions of this Agreement. The terms "Contract" and "Agreement" have the same meaning and may be used interchangeably throughout this document. The terms "Attachment" and "Exhibit" have the same meaning and may be used interchangeably throughout this document.

15. ENTIRE AGREEMENT. This Contract, including the Exhibits and/or Attachments, if any, sets forth the entire Agreement between the Parties. All prior conversations or writings between the Parties hereto or their representatives are merged within and extinguished. This Contract shall not be modified except by a writing subscribed to by all the Parties.

16. JURISDICTION. The Parties agree that this Contract is subject to the jurisdiction and laws of the State of North Carolina. The PROVIDER will comply with bid restrictions, if any, and applicable laws, including N.C. Gen. Stat. §143-129(j) regarding E-Verify. Any controversies arising out of this Contract shall be governed by and construed in accordance with the laws of the State of North Carolina. An Affidavit Regarding E-Verify is attached hereto and incorporated herein by reference as Exhibit C.

18. FEDERAL FUNDING. The PARTIES agree that utilizing of federal funding in the performance of this AGREEMENT shall comply with all applicable provisions of 2 C.F.R. § 200.326 and 2 C.F.R. Part 200, Appendix II, (Uniform Guidance), including, but not limited to: The Equal Employment Opportunity (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland “Anti-Kickback” Act (40 U.S.C. 3145); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387); Debarment and Suspension (Executive Orders 12549 and 12689); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. § 200.322); and Record Retention Requirements (2 CFR § 200.324).

(Remainder of page intentionally left blank)

WITNESS the following signatures and seals all pursuant to authority duly granted, effective as of the day and year first above written.

GUILFORD COUNTY

ATTEST:

Marty K. Lawing
Guilford County Manager

Robin Keller
Guilford County Clerk to Board

TAX MANAGEMENT ASSOCIATES, INC

WITNESS:

President
Date

Witness
Date

Printed Name: _____

Printed Name: _____

(CORPORATE SEAL)

No Corporate Seal Exists ☐

This contract does not create an obligation to purchase and, therefore, has not been preaudited. Purchases under this contract shall only be made pursuant to purchase orders, each of which will contain a preaudit certificate.

Harley Will
Guilford County Finance Director