

# MANATRON

The power to manage well.

## LETTER OF AUTHORIZATION

September 29, 2006

Mr. Mark Pearman, Director  
 Lake County Data Processing Agency  
 2293 North Main Street  
 Crown Point, IN 46307

Dear Mr. Pearman:

This Letter of Authorization ("LOA") will confirm your request of the following Professional Services at the prices indicated below. This will be an Addendum to your existing Master Agreement # IN2003.031, and all the terms and conditions of that Agreement will pertain.

### PROFESSIONAL SERVICES

Description	Maximum # of hours	Unit Price
Up to 160 Hours of Consulting to provide Assistance in correcting Lake County's 2005 Sales file. See Statement of Work listed on page 2 of this agreement.	160	\$200.00/Hour
<b>Total Professional Services</b>		<b>TBD*</b>

\*Services are billed as used plus travel, meals and expenses. Additional costs are due upon delivery at the actual expense. All invoices are due within 30 days of receipt. Should Lake County exhaust all 160 Hours then an additional agreement would need to be executed prior to providing additional Professional Services.



### **Statement of Work**

Victoria Cole and Mike Whitted will provide Professional/Consultation Services to Lake County. Victoria and Mike will work with and as directed by Lake County Staff to identify Sales entries of properties in the County's 2005 Sales File that are incomplete or that contain incorrect information.

#### **Deliverables:**

- 1) Assist Lake County in correcting their 2005 Sales File.**
- 2) Provide edits of Properties in the sales file as directed by the county.**

#### **Assumptions:**

- 1) Manatron can not be held accountable for correcting the County's Sales File. The Professional/Consultation Services provided by Manatron will assist the County in revising the Sales File. However, ultimate responsibility for meeting the State's specifications and providing the State with a final file remains with Lake County.**
- 2) Victoria will provide Professional Services/Consultation from a remote location unless mutually agreed upon otherwise.**
- 3) Mike Whitted will provide Professional Services/Consultation from a remote location unless mutually agreed upon otherwise.**
- 4) Professional/Consultation Services provided by Victoria and Mike will be billed to the County as used plus all travel, meals and expenses.**

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Approval of this Letter of Authorization will allow Manatron to provide the services described herein. Please send one copy of the Letter of Authorization back to Manatron, and retain one for your records. If you have any questions, please feel free to contact Contract Administration at our Corporate Office: (866) 471-2900.

## ACCEPTANCE

Accepted:

**MANATRON, INC.**

By Randall Peet  
Title COB  
Date 10-12-2006

Accepted: **LAKE COUNTY, INDIANA**

By [Signature]  
Title Exec. Dir. L.C.I.  
Date 10-12-06

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_