

**PPDMS
POSEY COUNTY
INDIANA**

Letter of Intent to Lease PPDMS

THIS Letter of Intent entered into this 19th day of December, 2005, by and between the Posey County Commissioners on behalf of the Posey County Assessor or hereinafter referred to as the "Assessor" and Appraisal Research Corporation hereinafter referred to as "ARC".

WHEREAS the Assessor has the need to lease software to electronically download the County's personal property forms to the Department of Local Government Finance; and

WHEREAS ARC is willing and able to provide such software (PPDMS).

NOW THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth.

ARTICLE I WORK IN PROGRESS

ARC shall be responsible for installing the stand alone Personal Property Data Management System (PPDMS) version for 2002. The special back-dated version contains all forms, pricing and calculation protocol specifically for that year. The computer used to house the 2002 version must be separate for the current installation of PPDMS.

The Assessor shall be responsible for data entering all personal property returns for that year.

The Assessor shall be responsible for exporting the data to the DLGF.

The Assessor shall be responsible for rolling the pools, updating PPDMS in order to enter data into the next year's version..

The Assessor shall repeat this process for each year desired.

Upon completion of all past year DLGF exports ARC shall uninstall the PPDMS program.

ARTICLE II MAINTENANCE

Maintenance/Technical support shall be provided via telephone (800) 626-7743. Extension #327 or via email at arcin@appraisalresearch.cc. All messages are retrieved three times daily with calls returned within 24 hours. If additional on-site support is needed for reasons other than problems which are determined to be PPDMS programming problems, additional charges of \$37.50 per hour (minimum four hours), plus mileage from the technical support technician's home office to the client's office.

Additional programming charges are \$50.00 per hour (minimum ½ hour increments) if applicable.

ARTICLE III TIMEFRAME

ARC shall install the software within two weeks of notification by the Assessor that hardware necessary to run the software is in place (See Article V) and this Letter of Intent has been executed. Either party shall have the opportunity of terminating this agreement with thirty (30) days written notice to the other party.

ARTICLE IV CONSIDERATION

ARTICLE I: CONSIDERATION

The Assessors shall pay ARC as follows:

A one time set-up fee of \$500.00 **PLUS** 2 Service calls @37.50/hr (4 hour minimum) **PLUS** \$0.35 per mile from the technical support technician's home office to the client's office.

ARTICLE V
MINIMUM SYSTEM REQUIREMENTS*

The County is required to obtain the following minimum system before installation is performed.

PLATFORM

- PC Compatible
- Pentium III

MEMORY

- 256 MB available

DISC STORAGE

- 1GB FIXED available

PRINTER

- System Compatible Laser or Ink Jet**

SOFTWARE

- Windows 98 SE, 2000, XP, NT

*Failure to meet the minimum system requirements will need a written waiver from ARC.

Billing will be sent directly to the Assessor's office unless otherwise indicated.

IN WITNESS THEREOF, the parties have executed this Letter of Intent by their duly authorized offices.

Posey County, Indiana

[Signature]
Commissioner

Date: 12/19/05

[Signature]
Commissioner

Date: 12/19/05

[Signature]
Commissioner

Date: 12/19/05

ATTEST

[Signature]
County Auditor

Date: 12/19/05

[Signature]
Assessor

Date: 12/19/05

APPRAISAL RESEARCH CORPORATION

[Signature]
Virginia R. Whipple AAS, Regional Manager

Date: 12-1-05

