



EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Office of Finance & Administration
Division of Facilities Management

521 Lancaster Avenue
CPO 6A-1 Gentry Building
Richmond, KY 40475-3102
859-622-2966

Agreement Appraisal Services

THIS AGREEMENT made and entered into this 1st day of July, 2025 by and between Eastern Kentucky University, as represented by the Division of Facilities Management, hereinafter referred to as the "Owner" or as the "University" and _____, hereinafter referred to as the "Real Estate Appraisal".

WITNESSETH THAT WHEREAS the Owner desires to avail itself of the services of a Real Estate Appraisal registered and licensed as such by the Kentucky State Board of Registration for Professional Real Estate Appraisal pursuant to KRS Chapter 322,

Real Estate Appraisers

Duties: Under general supervision, provides professional real estate appraisal services to an agency of the Commonwealth of Kentucky on specified real estate appraisal assignments for state land acquisition purposes as a real estate appraiser.

Maximum Rate Schedule:

Real Estate Appraiser Not to exceed \$560 per day

Resource Appraisers

Duties: Under general supervision, provides professional resource and mineral appraisal reports to an agency of the Commonwealth of Kentucky on specified real estate appraisal assignments which the Commonwealth desires to acquire for the maintenance or construction of public improvements, roads, or roadways or for state land acquisition Purpose.

Maximum Rate Schedule:

Resource Appraisers:

Not to exceed \$600 per day, unless required by the complexity of the appraisal.

In which case prior justification must be presented to committee.

*This maximum rate schedule should be utilized in negotiating for both actual appraisal services and for court appearances.

BY: _____ Date
Real Estate Appraisers

BY: _____ Date
Division of Facilities Management
Eastern Kentucky University

REQUIRED AFFIDAVIT FOR BIDDERS, OFFERORS AND CONTRACTORS CLAIMING RESIDENT BIDDER STATUS

FOR BIDS AND CONTRACTS IN GENERAL:

The bidder or offeror hereby swears and affirms under penalty of perjury that, in accordance with KRS 45A.494(2), the entity bidding is an individual, partnership, association, corporation, or other business entity that, on the date the contract is first advertised or announced as available for bidding:

1. Is authorized to transact business in the Commonwealth;
2. Has for one year prior to and through the date of advertisement
 - a. Filed Kentucky corporate income taxes;
 - b. Made payments to the Kentucky unemployment insurance fund established in KRS 341.49; and
 - c. Maintained a Kentucky workers' compensation policy in effect.

The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of resident bidder status. Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination.

Signature	Printed Name
Title	Date
Company Name	
Address	

Subscribed and sworn to before me by _____ (Affiant) _____ (Title)

of _____ this _____ day of _____, 20____.
(Company Name)

Notary Public
[seal of notary] My commission expires: _____

VENDOR STATEMENT OF NON-CONFLICT OF INTEREST

PROJECT: _____

Purchase Order No: _____

I HEREBY CERTIFY, IN RELATION TO THE ABOVE LISTED PROJECT:

1. That I am the bidder (if the bidder is an individual), a partner in the bid (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation). "Bidder" shall be used interchangeably with "person providing quote" based on whether a bid or phone quote, respectively, is being solicited.
2. That the bidder, or person providing an oral quote, is legally entitled to enter into the contract with the Commonwealth of Kentucky and its agency, Eastern Kentucky University, and is not in violation of any prohibited conflict of interest, including those prohibited by the provisions of KRS 45A.455 or KRS 164.390.
3. That the bidder acknowledges a certificate of insurance is on file with ECU Facilities Services office and that it is current and will remain current for the extent of this project.
4. Eastern Kentucky University is a tobacco-free campus. In an effort to create a healthy and beautiful campus environment for ECU faculty, staff, students, and visitors, ECU has implemented a tobacco-free policy as of June 1, 2014. The use of all tobacco is prohibited on all property that is owned, leased, occupied, or controlled by the University. The policy includes all forms of tobacco, including, but not limited to, cigarettes, cigars, pipes, water pipes (hookah), electronic cigarettes, bidis, clove cigarettes and smokeless tobacco products (snuff, chewing tobacco, and dipping tobacco).

For more on this information, please visit www.tobaccofree.eku.edu.

SIGNED BY: _____ TITLE: _____

FIRM: _____ TELEPHONE NO: _____

ADDRESS: _____ DATE: _____

CITY: _____ STATE: _____ ZIP: _____

FEDERAL I.D. NO. OR SOCIAL SECURITY NO.: _____

TAXPAYER IDENTIFICATION NUMBER REQUEST

Eastern Kentucky University requires a Federal Tax Identification number or Social Security number for all vendors or persons doing business with the University in order to comply with Federal Regulations and tax reporting requirements. Please take a few minutes to fill out this information and return to us to ensure prompt payment of your invoices. Thank you for the valuable service you have provided Eastern Kentucky University, and we look forward to a long and lasting relationship. IF SENDING A W-9, PLEASE RETURN THIS FORM ALSO.

For your convenience, you may return the information one of the following ways:

FAX: Attn: Danielle Reams
E-Mail: danielle.reams@eku.edu
Facilities Management

Mail: Purchasing Division
Eastern Kentucky University
521 Lancaster Avenue

Phone: 859-622-4642

Commonwealth 1411
Richmond, Kentucky 40475
Phone # (859)622-1481

Please type or print legibly

VENDOR INFORMATION

Name of Firm * (Company or Individual)	Phone Number *	Make Checks Payable To *
Address *	Fax Number *	Payment Address *
Address	Web Site Address or E-mail	Payment Address
Address	Vendor Representative	Name on Invoice *
City * State * Zip*	Federal Tax ID Number **	Social Security Number **
Willing to accept ACH payments * Yes <input type="checkbox"/> No <input type="checkbox"/> Bank Routing # _____ Bank Account # _____	Willing to accept credit card payments* Yes <input type="checkbox"/> No <input type="checkbox"/>	Payment Terms *

* **required fields**

** **Federal Tax ID Number- This field *must* be completed if "Name of Firm" is a company name.**

Social Security Number- This field *must* be completed if "Name of Firm" is an individual's name.

CERTIFICATION

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me) **and**
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, **and**
3. I am a U. S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholdings because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct Taxpayer Identification Number.

Signature of U.S. Person _____ Date _____

Type of Ownership (Check Appropriate Box(es)) * <input type="checkbox"/> (01) Individual/Sole Proprietorship <input type="checkbox"/> (05) Non-Resident Alien <input type="checkbox"/> (02) Partnership <input type="checkbox"/> (06) Exempt from backup <input type="checkbox"/> (03) Corporation-Incorporated in withholding (State) _____ <input type="checkbox"/> Other: _____ <input type="checkbox"/> (04) Non-profit/Education _____	Business Classification (Check Appropriate Box(es)) * <input type="checkbox"/> (SM) Small Business <input type="checkbox"/> (GA) Government Agency <input type="checkbox"/> (LG) Large Business <input type="checkbox"/> (NP) Non-Profit <input type="checkbox"/> (CT) In County <input type="checkbox"/> (AL) Alumni Owned <input type="checkbox"/> (MN) Minority Owned <input type="checkbox"/> Other (Specify) _____ <input type="checkbox"/> (WO) Women Owned _____
---	--

Printed Name of Authorizing Official: _____

Authorized Signature: _____ **Date:** _____