
MEMO

APPROVED
6/17/2024



DATE: June 12, 2024
FROM: Matney M. Ellis
Procurement Director
TO: Board of County Commissioners
SUBJECT: Amendment 1 – Just Appraised Inc.

A handwritten signature in black ink, appearing to read "Matney M. Ellis", with a long horizontal flourish extending to the right.

At the Board of County Commission meeting of February 7, 2022 an agreement between the Board of County Commissioners of the County of Tulsa, Oklahoma, on behalf of the Tulsa County Assessor's Office and Just Appraised Inc. was approved for Deed Reading Software-as-a-Service to sort approximately 36,000 deeds per year was approved, CMF #20220182. This service has been renewed annually with the most recent renewal being approved on May 28, 2024, CMF # 20240919.

Submitted for your approval and execution is the attached amendment for Professional Service Fees for deed service for a single lump sum of \$1,500 as further described in the attached.

Respectfully submitted for your approval and execution.

MME / LLM

SUBMITTED FOR: The June 17, 2024 BOCC meeting agenda.


CMF# 20241102

JUST APPRAISED
SAAS SERVICES ORDER FORM (DEEDS - SERVICES)


This Order Form is effective as of June 7, 2024 (the “Order Form Effective Date”) and is governed by the terms and conditions of the SaaS Services Agreement entered into by Just Appraised Inc. and the undersigned customer on February 7, 2022 (the “Agreement”). By signing this Order Form, Customer expressly agrees to be bound by the terms of conditions of the Agreement, which are incorporated herein by reference. Capitalized terms used herein but not defined herein shall have the meanings ascribed to them in the Agreement. If there is an inconsistency or conflict between the terms of the Agreement and the terms of this Order Form, the terms of this Order Form shall govern.

Customer: Tulsa County Assessor’s Office By: Tulsa County Board of County Commissioners	Contact: Leisa Weintraub, Tulsa County
Address: 218 W. 6th Street, 5th Floor Tulsa, OK 74119	Phone: 918-596-5022
	E-Mail: lweintraub@tulsacounty.org
Professional Services Fees: \$1,500 Professional Services Fees to be invoiced in a single lump sum on the Order Form Effective Date and paid in accordance with Section 5.2 of the Agreement.	

JUST APPRAISED INC.

By: 
Name: Travis Noll
Title: COO
Date: June 11, 2024

CUSTOMER: TULSA COUNTY BOARD OF COUNTY COMMISSIONERS

By: 
Name: Karen Keith
Title: Chairman Pro Tem
Date: 6/17/2024

APPROVED AS TO FORM


Andrew Higginbotham
Assistant District Attorney
Tulsa County – Civil Division

CMF# 20241102

EXHIBIT A

JUST APPRAISED

SAAS SERVICES STATEMENT OF WORK (DEEDS - SERVICES)

This Statement of Work (“Statement of Work” or “SOW”) is made as of June 7, 2024 (the “SOW Effective Date”), by and (“Customer”) and Just Appraised Inc. (“Company”) pursuant to the terms and conditions of the SaaS Services Agreement dated February 7, 2022 as amended from time to time (the “Agreement”). This SOW shall be subject to the terms and conditions of the Agreement and is hereby incorporated by reference into the Agreement. Capitalized terms used but not defined in this SOW have the same meanings as provided in the Agreement. Customer and Company are sometimes referred to herein each individually as a “Party” and collectively as the “Parties.”

Pursuant to the terms and conditions of the Agreement, and for good and valuable consideration, the adequacy and receipt of which are acknowledged by the Parties, the Parties agree as follows:

1. GENERAL TERMS AND DEFINITIONS

1.1 Contact Information.

Company (Just Appraised Inc.): 2261 Market Street #4074, San Francisco, CA 94114

Customer (Tulsa County Assessor’s Office): 218 W. 6th Street, 5th Floor, Tulsa, OK 74119

1.2 Service Location Information. Company will perform the Professional Services remotely.

1.3 CAMA System: the main system of record used by Customer, where property ownership records are maintained. Customer uses Harris Govern - Realware.

2. SCOPE OF SERVICES

2.1 Overview.

Company will fulfill the following scope of services:

- Within Just Appraised, on the data confirmation screen the “Sale Qualification” field will be renamed to “Additional Sale Qualification”
 - This field will still be mapped to the Realware API field “**ExcludeCode1**”
 - This field will still use existing dropdown options for **ExcludeCode**
 - If this field is left blank in Just Appraised, the integration should have a NULL value
- Within Just Appraised, on the data confirmation screen a new field will be added labeled “Sales Qualification”
 - This new field will have a dropdown with the string (TEXT) value that pulls from the **ExcludeDescription** Realware options
 - Customer to provide dropdown options to Company, or ensure Company has access to database tables where dropdown options can be pulled programmatically
 - This field will be mapped to the Realware API field “**SaleOM1**”
 - If this field is left blank in Just Appraised, the integration should have a NULL value

The following is a sample payload field where the re-named "Additional Sale Qualification" UI fields contains a value of "5" and the newly added "Sales Qualification" contains a value of "36 Multi Parcel(Economic Unit)".

```
{  
  "ReceptionNo": "2017041244",  
  "ExcludeCode1": "5",  
  "SaleOM1": "36 Multi Parcel(Economic Unit)"  
}
```

2.2 Scope Limitations

No payload field changes or UI field changes are included in this Statement of Work aside from what is explicitly listed in Section 2.1.

2.3 Delivery Timelines.

Completion dates and milestones in this SOW are contingent on Customer's i) timely and substantive participation in all activities, ii) timely provision of access to all systems and databases as requested, and iii) access to qualified, authorized personnel who can provide all necessary guidance to Company's implementation team with respect to workflows and requirements. Substantial changes to scope beyond what is described in this section will require Company review and may require an amendment to this SOW along with additional fees and/or changes to implementation timeline.

3. TECHNICAL REQUIREMENTS

3.1 Requirements

This SOW includes an integration into Customer's CAMA system, which is deployed on-premise on Customer's network. Customer has already provided company access to necessary systems as part of prior Statements of Work. Nothing additional is required, but for the sake of clarity, the following must continue to be made available to Company

- Access to on-premise servers on an ongoing basis
- Ability to install deployment managers (Octopus), log collectors (SumoLogic)
- Read access to CAMA System, and specification of database IP address
- API keys to update CAMA System
- Ability to connect to Just Appraised API endpoints via port 443 and SFTP site via port 22
- A test environment in which Company and Customer can conduct user acceptance testing

4. CHANGE MANAGEMENT

Both Company and Customer must be committed to the project scope and timeline to ensure the successful delivery of the effort outlined in this SOW. The Company will make reasonable accommodations to the Customer's needs. Customer change requests are subject to Company review and approval before execution. Approved change requests that are considered outside the scope of this SOW will be delivered based on the availability of Company resources. Depending on the scope of the change request, it may not be completed during the duration of the project baseline timeline indicated in this SOW.

5. FEES AND PAYMENT

As consideration for the Professional Services provided by Company under this SOW, Customer shall pay Company the Professional Services Fees specified in the Order Form. Such fees shall be invoiced and paid in accordance with Section 5 of the Agreement.

[Signatures Appear on Following Page.]

By signing below, the Parties acknowledge and agree to all of the terms and conditions of this SOW, including the scope and timeframe of the work identified herein.

IN WITNESS WHEREOF, authorized persons representing each Party have executed this Statement of Work as of the SOW Effective Date.

JUST APPRAISED INC.

CUSTOMER: TULSA COUNTY BOARD OF COUNTY COMMISSIONERS

By:  _____

By: _____

Name: Travis Noll

Name:

Title: COO

Title:

Date: June 11, 2024

Date:

APPROVED AS TO FORM



Andrew Higginbotham
Assistant District Attorney
Tulsa County - Civil Division