

Proposal to Provide Professional Inventory & Appraisal Services to:



Offered by:

AssetWORKS

Innovative Solutions. Accurate Valuations.

August 14, 2014

Joann Bury
Deputy Director of Finance
City of Gahanna
200 South Hamilton Rd.
Gahanna, OH 43230

RE: Capital Asset Inventory & Appraisal Services

Dear Ms. Bury:

AssetWorks Appraisal is honored to submit our comprehensive capital asset inventory and valuation services proposal. The inventory appraisal being proposed focuses on valuation, proof of loss, and capital asset accounting.

All appraisal reports are certified and are in compliance with the reporting requirements set forth by the Uniform Standards of Professional Appraisal Practice ("USPAP").

I, Eric Scapillato, will be your primary point of contact. If I can be of any assistance, please contact me directly at 800-876-0363 x1331 or Eric.Scapillato@AssetWorks.com.

Respectfully submitted,

Asset**WORKS**
APPRAISAL



Eric Scapillato
Regional Director

1. EXECUTIVE SUMMARY

You can confidently select AssetWorks Appraisal as a partner to conduct your On-Site Appraisal Service for the following reasons:

- We have been in the business of property appraisals for over 25 years and have the reputation of being the “best of class” provider. We are already a trusted partner with thousands of public entities across the United States having used property appraisal services in years past, **including the City of Gahanna!**
- AssetWorks Appraisal is the technology pioneer in property valuation. We have the most advanced system in the business (AssetMAXX™) and offer a perpetuation capability that minimizes the cost of continuing property valuations.
- We have successfully provided property valuation and appraisal services for more than 5,000 entities across the United States, Europe, and Puerto Rico.



CONSTELLATION
SOFTWARE
INC.

AssetWorks is a Constellation Software, Inc. company. Constellation Software, Inc. is an international provider of market-leading software and services to a variety of industries, across both public and private sectors.

The company was founded in 1995 and has a large, diverse customer base of 16,000 customers, operating in over 30 countries around the world. Constellation is an extremely healthy organization, with consolidated revenues exceeding \$900 million. AssetWorks is an industry-leading provider of technology and consulting solutions for asset- and infrastructure-intensive organizations in government, education, utilities, telecommunications, transportation, healthcare and the commercial sector.

AssetWORKS AssetWorks is an industry –leading provider of technology and consulting solutions for asset and infrastructure intensive organizations in government, education, utilities, telecommunications, transportation, healthcare and the commercial sector. Our suite of Enterprise Asset Management (EAM) software solutions and professional consulting services enable organizations to improve maintenance practices, streamline operations, and improve accountability for mission-critical capital and infrastructure assets.

Leveraging the latest Internet, e-commerce, and mobile computing technologies, our software and industry leading expertise help our customers maximize resource utilization, improve service delivery, and achieve substantial and measurable cost savings. Whether you are doing more with fewer resources, or managing more assets with the same amount of resources, AssetWorks provides a complete solution.

AssetWorks Appraisal offers asset management solutions that embrace all aspects of capital asset and real property tracking, valuation and reporting. Our innovative solutions help organizations to vastly improve GASB34/35 compliance, generate detailed financial reports, carry out depreciation and capitalization modeling, track property disposal, generate property insurance reports, and much more.

1.2 BENEFITS OF THE ASSETWORKS SOLUTION

We believe there are many benefits for selecting AssetWorks. We believe that our size and financial resources as well as our track record of quality in asset valuation provide the assurance you need to rely on us.

Benefits	Features of the AssetWorks Solution
Confidence In Results - Shorter Study Period - Highly Reliable and Accurate Work - Proper Stewardship of Assets	Highly Qualified Appraisal Staff - ASA Certified - Experienced in Accounting and Insurance - Over 6,000 Engagements Completed
Guarantee of High Quality - All Work Reviewed - Will Correct Problems, If Any Occur - Minimized Rework	Aggressive Quality Control - Corporate Philosophy—Quality First, Profitability Second - Regional Manager Charged with QC - Annual Client Survey
High Value-Added Software - Reduces Costs—Allows Annual Asset Updating - Reduces Rogue Purchasing - Has Numerous Standard Reports - Training and Technical Assistance	AssetMAXX System - Perpetuation Capability - Tracks All Assets and Locations - Complies With GASB 34 - Standard and Ad Hoc Reports - Covers Buildings For Insurance Purposes
Strong Financial Partner - Strong Finances Support Guarantee of Quality - Can Have Confidence in Company Commitments—Not A Takeover Target	Publicly Traded Company - High Integrity, Public Company - Open Books/Open Disclosure - In Business For Over 25 Years

1.3 EXPERIENCED PERSONNEL

The core of our success is our dedicated and qualified personnel. Our asset services professional staff is comprised of consultants possessing backgrounds in a wide range of specialties, including architecture, engineering, construction estimating, accounting, real estate, finance, and business management. Members

of our staff maintain affiliations with various professional associations focusing on the American Society of Appraisers (ASA).

AssetWorks has a unique combination of highly skilled professionals and cutting edge technology that allows us to assess, execute, and support each client's specific valuation requirements in a professional, timely, and cost effective manner.

2. CONTACT INFORMATION

To ensure mutual success, AssetWorks designates an empowered contact person who also serves as your Partnership Manager.

2.1 CONTACT PERSON PROFILE

Mr. Eric Scapillato is the designated contact person who is authorized to contract for AssetWorks. He is also the designated AssetWorks Partnership Manager for this appraisal project.

The Partnership Manager is obligated to view the project from the client's perspective and make sure that AssetWorks always acts in the interest of the client, consistent with the terms of the contract. The Partnership Manager has the authority to make decisions and command resources beyond the project at hand. The goal is to establish loyalty and build a long-term, successful relationship.

Specific responsibilities of Mr. Scapillato, as the AssetWorks Partnership Manager, include the following:

- Works with the Project Manager to assess operational procedures, organizational structure, strategy, and budget issues.
- Provides direct corporate oversight and responsibility for the project. This ensures that the base and history of the corporate experiences are available to the City so that the procedures and materials used to build on the best practices of AssetWorks.
- Ensures that the quality of the project deliverables meet company requirements and standards. Every deliverable is reviewed by the Partnership Manager prior to their release to the client.

Mr. Scapillato is well qualified to serve as the Partnership Manager. He is the Ohio State Regional Director and a former Lead Appraiser with AssetWorks. His tenure at AssetWorks has included regional project management, the planning, and execution of numerous property appraisals and capital asset accounting studies for municipalities, county governments, and various other public sector entities.

2.2 CONTACT DATA

Eric Scapillato

800-876-0363 x1331 (office)

518-598-4836 (cell)

518-541-3672 (fax)

eric.scapillato@assetworks.com

3. PROJECT SCOPE AND WORK PLAN

3.1 PROJECT APPROACH

Project 'Kickoff' Meeting

Our project team will hold a comprehensive project-planning meeting with your representatives in advance to the start of the fieldwork. We advise that members of the administrative staff or other directly involved personnel attend this meeting.

Topics of discussion include confirmation of project scope and time frames, the physical appraisal schedule, accessibility to buildings, contact person at each building or location, and availability and use of original purchase records, assignment of database code numbers and associated descriptions for locations and buildings. This meeting lays the foundation for the methods and procedures used during the onsite fieldwork.

Client Staff Expectations

AssetWorks believes that clients retain our services with the expectation that AssetWorks staff, as paid professionals and consultants, will perform the necessary tasks in a high quality manner to successfully complete the project on time. We do, of course, view our clients as active participants and anticipate their assistance with the following:

- **Pre-Project Planning and Announcement** – AssetWorks will identify key items to have prepared for the project kickoff meeting. We ask that you prepare a memo for staff members to announce the project and give the general purpose and time frame.
- **Availability of Existing Building Records** – AssetWorks will utilize existing records, as provided by the City. Blueprints, for example, can aid in calculating square foot area.
- **Access to All Sites** – AssetWorks appraisers will be granted access to all sites and buildings based on a mutually agreed upon appraisal schedule.

3.2 FIXED ASSET INVENTORY APPRAISAL SERVICES & PROCEDURES

Machinery, Furniture and Equipment

A detailed inspection and field inventory will be conducted at all buildings, identifying each asset by location, building and room. All assets included in our inventory and appraisal will be recorded and categorized by major account. This segregation of items will assist in reporting asset valuation totals for capital asset reporting formats. AssetWorks appraisers will utilize hand held computers equipped with laser scanners to document the required information for each asset where available:

- | | |
|--------------------------------|--|
| a. Asset Identification Number | h. Asset Account |
| b. Description | i. Building |
| c. Quantity | j. Site/Location |
| d. Acquisition Date | k. Room/Sublocation |
| e. Manufacturer | l. Funding, Department and Program Source* |
| f. Model | m. Normal Useful Life |
| g. Serial Number | n. Accumulated Depreciation |

*Fund, Dept and Program numbers will be included with the assistance of City personnel.

AssetWorks appraisers will apply bar code tags to each asset and enter the tag numbers along with all the corresponding asset information into the database. Tags will be applied in a consistent location on like items, enabling ease of future re-inventory.

Capital Assets – All assets with an original unit cost of \$5,000 or more, and having an estimated useful life of one year or greater will be inventoried and identified individually and will be capitalized in the resulting reports and data. Only these assets will appear in the capitalized accounting reports.

AssetWorks will specifically exclude the following asset types from our study: Intangible assets, easements, rights of way, land, records, drawings, software, fine arts, consumables, spare parts and property of third parties.

BUILDINGS & STRUCTURES

The buildings/structures subject to our survey will be carefully inspected, measured and documented. Professional AssetWorks appraisers will calculate the square foot area of each building appraised through the review of blueprints, physically measuring each building or a verification of provided information. Building

photographs will be prepared for each structure to become part of our proof-of-loss documentation, in addition to assisting with the valuation efforts. A description for each building will be developed and recorded, depicting construction type and materials utilized.

PRIMARY CONSTRUCTION OCCUPANCY PROTECTION EXPOSURE DATA

Our service will include general Construction Occupancy Protection Exposure (COPE) data on the insured property as it is related to property loss prevention and valuation. **Construction** details will include: building wall, floor and roof material, dates of construction, building dimensions, total square footage. **Occupancy** details will include normal working hours, EDP areas and general building use. **Protection** details include sprinkler systems, fire detection and alarm systems. **Exposure** details include our observation of exterior exposures such as nearby structures and yard storage. The following diagram illustrates standard COPE data collected by AssetWorks:

Primary Construction, Occupancy, Protection, and Exposure (COPE) data includes:

- 
- a) Occupancy Type
 - b) Construction/ISO Class
 - c) Frame Type
 - d) Number of Stories
 - e) Condition
 - f) Roof Shape
 - g) Roof Pitch
 - h) Roof Strapping
 - i) Roof Type
 - j) Exterior Walls
 - k) Year Built
 - l) Foundation/Footing
 - m) Square Footage
 - n) Ceiling
 - o) Partitions/Interior Walls
 - p) Updates (Roof/Bldg) Yr.
 - q) Heating/Cooling Systems
 - r) Flooring
 - s) Electrical/Plumbing
 - t) Elevators
 - u) Identify Protection Systems
 - v) Additional Features
 - w) GPS Coordinates
 - x) Sprinkler Systems

Site Improvements

Improvements outside of a building and particular to a parcel of land will be inventoried and valued. Included are assets such as fencing, outside lighting and flagpoles.

Vehicles

Licensed vehicles will be verified and updated in our appraisal based upon information provided by the City. Listings provided should include vehicle assignment, description, V.I.N., acquisition date and cost, make, manufacturer and model, where available.

Land Parcels

Land will be recorded in our database of information and reports based on information provided by City personnel. Our staff will utilize existing records as provided by the City. The information supplied should include, but not necessarily be limited to location, description, acquisition date and cost, and source of funds. This information will be reflected in the capital asset accounting reports only.

Infrastructure

Our appraisal will include the valuation of certain City owned infrastructure assets, which will include water, sanitary and storm lines, and streets.

To help facilitate the valuation and record documentation of these assets, the City will need to provide the AssetWorks project manager with the following information:

- Current mappings, drawings and information relative to the asset classifications;
- Existing excel or access GIS databases associated with these assets;

In addition, this portion of our study will require a time investment from appropriate City personnel familiar with this asset classification to provide supplemental information that may not be contained in the basic City records.

Fieldwork Closeout Meeting

Upon completion of the onsite investigation, the AssetWorks project manager will conduct a final closeout meeting with the City's contact/staff. The focus is to ensure that all sites and properties have been accounted for and to answer any questions that the City might have. This is also the time at which the City's staff should ensure that they have transferred all City supplied data to the project manager. Later delivery of data could delay final report processing.

Valuation Methodology

The offsite valuation portion of the project entails the research and calculations necessary to formulate both historic and/or replacement costs. The project manager and quality control supervisor work hand-in-hand to ensure the integrity of the data. The focus is on completeness, accuracy and proper formatting of all data prior to final processing and delivery.

Our investigation of the property will follow generally accepted appraisal techniques and will include the use of specific techniques necessary to develop valid and acceptable original cost and date of acquisition for each asset. This includes use of the straight-line method of depreciation. We will determine original cost by using the following costing methods:

The **Direct Costing** method will be used where historical data is readily available from City records. The actual purchase cost and acquisition date will be maintained for those assets. While AssetWorks is not proposing a detailed line-by-line reconciliation, our staff will work with records as provided by the City to tie back original cost and dates of acquisition on the more material and recent acquisitions.

The **Standard Costing** is used when inventoried property units/groups not reconciled to a historical record receive an estimated cost, where possible, based upon a standard cost (a known average installed cost for a like unit) at the estimated acquisition date.

The **Normal Costing** method will be used where no historical information is readily available. These assets will be valued on a current basis and back-trended to an estimated date of acquisition to estimate the original cost. During the costing and valuation procedures, all items will be assigned a useful life. The useful life of an item will determine its approximate replacement year.

During the course of the valuation research, our appraisers will examine all assets to determine date of acquisition, original cost and/or replacement cost new, defined as follows:

ORIGINAL COST is the amount originally paid to acquire the asset, including implementation costs such as set-up charges; transportation; taxes; engineering and architectural fees; and title insurance. If an asset was donated or bought for a nominal sum, GAAP requires that the asset be accounted for at market value as of the date of acquisition.

REPLACEMENT COST NEW is the amount required to reproduce property in like utility and function, in accordance with current market prices for materials, labor, equipment, contractor's overhead, profit and fees, but with no provisions for overtime or bonuses for labor and premiums for material or equipment, based upon replacing the entire property at one time.

Classification of Assets

During the inventory and coding processes, AssetWorks will classify each asset by distinct type or category. Assets will be assigned to more than twenty different classifications, each with its own estimated normal useful life. This classification structure will enable the City to select off data for flexible reporting, as well as provide a benchmark for projecting replacement of capital equipment.

Additionally this structure will provide the asset life schedule for calculation of depreciation for current reporting requirements. City involvement in the establishment of these guidelines will be essential on the front end of our engagement. Our team can review our recommended asset life schedules with the City (and your external auditor) to reach mutually agreeable determinations in this area.

3.3 PROJECT SCHEDULE & PROPOSED TIMELINE

AssetWorks' automated approaches and depth of experienced staff qualify us to complete all phases of this project in a timely fashion. Upon receipt of your authorization, AssetWorks will arrange a mutually agreeable schedule for the project planning meeting and our on-site inspection. AssetWorks can commit to delivery of final data by March, 2015. Our proposed timeline is as follows:



4. DELIVERABLES

Preliminary electronic reports as well as hard-copy final reports will be prepared and provided.

4.1 CERTIFICATION LETTER

Certified appraisal reports are bound in an easy-to-read format. AssetWorks will provide a set of insurance summary and insurance detail reports. The certified appraisal report will include the Letter of Certification, which will:

- a) Identify the property appraised
- b) State the purpose of the appraisal
- c) Specify the appraisal date
- d) Define the level of value sought and the premise of value employed
- e) Describe the nature of the property included in and excluded from the appraisal
- f) Discuss the appraisal investigation
- g) Indicate the factual data considered
- h) Present the conclusions of value
- i) Outline the qualifying and limiting conditions
- j) Include the signature of an authorized officer of the company

4.2 PRELIMINARY REPORTS

Draft Summary and detail reports will be sent via email in .pdf format for review. Our clients have two weeks from the point of issuance to determine acceptability of the final data. Upon acceptance, AssetWorks will then prepare and deliver final reports in electronic and hard-copy format.

4.3 FINAL REPORTS

AssetWorks will provide the City with one hard copy report and one electronic report in .PDF format. In addition, AssetWorks will upload your final data into your AssetMAXX account. Your reports will include:



Accounting Reports

Property Accounting Summary

Property Accounting Summary (Y-T-D Depreciation)

Property Accounting Ledger

Property Accounting Ledger (Y-T-D Depreciation)



Insurance Reports

Insurance Summary

Insurance Detail

Sample Accounting Report

11/17/2005			Sample Central School District										Page 7	
			Property Accounting Ledger Report										A3	
			For Fiscal Year Ending 06/30/2002											
Capitalized Assets														
Fund Type: 1			GENERAL FIXED ASSET ACCOUNT GROUP											
Fund: A			GENERAL FIXED ASSET											
Acct: 500			MACHINERY AND EQUIPMENT											
Site	Bldg/ Room	Asset ID Split	Class Code	Qty	Model	Description Mfg Code	S/N	Depreciation Begin Date	Life	Original Cost	Accumulated Depreciation	Book Value		
Dept: 1499 CENTRAL ADMINISTRATION														
0004		018165	1700	1	SHREDDER, PAPER (LARGE)			06/01/1993	10	887.63	806.26	81.37		
	000401	100.00 %				1200 WILSON JONES	A123253							
	ADMIN													
0004		018166	1700	1	MACHINE, FACSIMILE			06/01/1995	10	1,184.66	839.13	345.53		
	000401	100.00 %				UF-312 PANASONIC	%01930700064							
	ADMIN													
0004		018167	1700	1	PHOTOCOPIER			06/01/1998	10	2,517.23	1,027.87	1,489.36		
	000401	100.00 %				214 XEROX	L7G-035325							
	ADMIN													
0004		018168	1700	1	TYPEWRITER, ELECTRIC			06/01/1986	10	590.40	590.40	0.00		
	000401	100.00 %												
	ADMIN					WHEELWRITER 70 IBM	11-0005768							
0004		018171	1700	1	TYPEWRITER, ELECTRONIC			06/01/1989	10	627.42	627.42	0.00		
	000401	100.00 %												
	ADMIN					6015 XEROX	02C-101945							
0004		018172	1800	1	SYSTEM, TELEPHONE			06/01/1992	10	19,935.80	19,935.80	0.00		
	000401	100.00 %												
	ADMIN					M8X24-D0 MERIDIAN	NA							
0004		018198	1900	1	POWER SUPPLY, UNINTERRUPTIBLE			06/01/1995	5	713.81	713.81	0.00		
	000401	100.00 %												
	ADMIN					600 ALPHA	NA							
0004		018199	2100	1	CABINET, AUTOMATION SYSTEM			06/01/1999	10	4,756.99	1,466.74	3,290.25		
	000401	100.00 %												
	WORKRM					CABINET ANDOVER	NA							
0004		018218	1800	1	RADIO, PORTABLE			06/01/1999	10	941.81	290.39	651.42		
	000401	100.00 %												
	ADMIN					RADIUS SP50+ MOTOROLA	NA							

Sample Insurance Report

04/20/2005 DB02X		SAMPLE CITY, WA BUILDING DETAIL REPORT		As of: 11/29/2000 Page: 1
Entity:	00	SAMPLE CITY		
Site:	03	SAMPLE CITY PUBLIC SAFETY BUILDING		
Building:	01	PUBLIC SAFETY BUILDING (PP31) 1234 PUBLIC SAFETY LANE SAMPLE CITY, WA 99999		
Department:	00	NON-DEPARTMENTAL		
Year Built:	1988	Year Acquired:	1988	
Nbr. of Stories:	3	Square Footage:	133,003	
Basement:	NO	Adds/Renovations:	NO	
Occupancy:	GPS	POLICE STATION		
Frame Type:	FPS	FIRE-PROOFED STEEL		
ISO Class:	5	MODIFIED FIRE RESISTIVE		
Fire Protection:	SPRINKLER SYSTEM INTRUSION SYSTEM FIRE ALARM - MANUAL FIRE ALARM - AUTOMATIC			
GENERAL BUILDING CHARACTERISTICS				
Exterior Walls:	REINFORCED CONCRETE, GLASS METAL CURTAIN			
Roofing:	BUILT-UP SMOOTH,			
Foundation:	CONCRETE FOUNDATION WALLS, CONCRETE SLAB ON GROUND			
Floor Finish:	ASPHALT TILE, CARPETING			
Ceiling Finish:	ACOUSTICAL,			
Partitions:	CONCRETE BLOCK, DRYWALL/STUDS			
Services:			Features:	
ELECTRICAL			FREIGHT ELEVATOR	
PLUMBING			BACKUP GENERATOR	
HEATING - ELECTRIC BASEBOARD			LOADING DOCK	
HEATING - ROOF TOP			WALK-IN FREEZER	
AIR CONDITIONING - ROOF TOP			COVERED ENTRANCE WAY	
			ROOF TOP STRUCTURE	
Notes:	SERVICES AND OCCUPANCY FOR THIS STRUCTURE ARE ABOVE AVERAGE AND ALL LAW ENFORCEMENT RELATED, INCLUDES ADMINISTRATION AND PHYSICAL CONTAINMENT FACILITIES. TECHNOLOGICAL ASPECTS ARE ABOVE AVERAGE TO INCLUDE FULL INTERNAL NETWORKING CAPABILITIES. SECURITY SYSTEMS ARE STANDARD FOR THE CLASS OF OCCUPANCY.			
Produced by MAXIMUS				
VALUATION CONCLUSIONS				
Replacement Cost New:				18,621,000
Exclusion Amount:				931,000
Replacement Cost Less Exclusions:				17,690,000
Contents Value:				4,958,400
Replacement Cost Less Exclusions:				17,690,000
Contents Value:				4,958,400
Total Insurable Value:				22,648,400





TERMS & CONDITIONS

- 1) AssetWorks shall provide guidance to the Client in determining the data required for purposes of the contemplated services. The Client further agrees to provide all data specifically requested, including documentation and information to AssetWorks in a timely manner. AssetWorks shall assume without incurring liability therefore, that all data so provided is correct and complete.
- 2) In the event that the Client provides additional and/or corrected data, documentation and information at a later date, AssetWorks' efforts with respect to such additional and/or corrected data, documentation and information shall be deemed additional services and compensated in addition to the fees set forth herein based on applicable hours, professional fees and expenses. Fees will be based upon a rate of \$150 per hour plus travel expenses. AssetWorks will not proceed with any additional services that would require additional fee unless prior written approval from the client has been received.
- 3) The Client acknowledges project completion upon delivery of final reports. Final report delivery occurs only upon either acceptance of the preliminary reports data by the Client or upon the passing of the two-week (10 business days) period of time after preliminary report delivery, whichever comes first.
- 4) The fees proposed in this contract are valid for a period of 90 days.
- 5) To the extent a claim is not covered by the required insurance, each party agrees that each party's total liability for any and all damages whatsoever arising out of or in any way related to this Agreement from any cause, including but not limited to negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not, in the aggregate, exceed the total amount of this Agreement. To the extent a claim is covered by the required insurance, each party's total liability will be limited to the amount of required insurance.
- 6) The Client and AssetWorks shall each retain ownership of, and all right, title and interest in and to, their respective pre-existing Intellectual Property, and no license therein, whether express or implied, is granted by this Agreement or as a result of the Services performed hereunder. To the extent the parties wish to grant to the other rights or interests in pre-existing Intellectual Property, separate license agreements on mutually acceptable terms will be executed.
- 7) AssetWorks will invoice the customer for 70% of fees during the fieldwork portion of the project with the final contract amount invoiced two weeks after issuance of draft reports. Invoices are due within 30 days of receipt, and past due amounts may be subject to late fees of 1½ percent per month.
- 8) Either party may terminate this Agreement by providing at least thirty (30) days prior written notice to the other. Termination of the Agreement will not terminate any outstanding SOWs currently being performed and the terms of this Agreement will survive such termination to the extent that such terms are incorporated into any outstanding SOWs. Upon ten (10) days notice with a right to cure before the termination date (i) either party may terminate an individual SOW if the other party commits a material breach of such an agreement, or (ii)

Customer may terminate if the services provided by AssetWorks are not satisfactory to Customer. Upon termination, all rights and obligations of the parties under this Agreement will automatically terminate except for rights of action accruing prior to termination, payment obligations and any obligations that expressly or by implication are intended to survive termination

PROJECT FEES & AUTHORIZATION

Please return a copy of this executed agreement to the attention of the undersigned via fax at 518-541-3672. All professional fees outlined below are in US Dollars and include out-of-pocket expenses. The **TOTAL** investment is as follows:

Inventory & Appraisal Service Project Option Fees:

 Capital Asset Physical Inventory & Valuation	\$ 20,400
 Infrastructure Inventory & Valuation	\$ 19,500

RESPECTFULLY OFFERED BY:



Eric Scapillato
Regional Director

ACCEPTED BY:

City of Gahanna

Signature:

Name:

Title:

Date:

CITY LOCATIONS

<u>Location</u>	<u>Building Name</u>
1	Municipal Building
2-1	Police Station
2-2	Tower
3	Senior Citizen Center
4-1	Parks and Recreation Center
4-2	Garage & Sign Shop
4-3	Metal Equipment Storage
4-4	Salt Storage
4-5	Material Bins
4-6	1100 Gallon Brine Tank
5	Water Booster Station
6	Sewage Lift Station
7-1	Club House
7-2	Club House
8-1	Friendship Park Shelter House
8-2	Friendship Park Gazebo
8-3	Friendship Park Restroom
8-4	Building by Tennis Courts
8-5	Tennis Court Fencing
9	Gahanna Woods Storage
10-1	Woodside Gr. Park Concession
10-2	Shelter House
10-03	Woodside Playground
10-04	Woodside Bridge
11-1	Pizzuro Park Shelter House
11-2	Pizzuro Storage
11-3	Pizzuro Park Playground
11-4	Pizzurro Dog Park Fencing
12	Booster Station
13	Dwelling
14	PIO-Sirens: SCRM 28A, T.C.s.
15-1	Water Tower
15-2	Chain Link Fence

16	Lift Station
17	Lift Station
18	Dwelling Lustron House
19	Decorative Wooden Walkway
20-1	PIO-Vets Memorial Monument
20-2	PIO-Memorial Bricks
21	PIO-Aluminum Arch
22-1	Equipment Pump House
22-2	Bath House and Office
22-3	Chain Link Fence
22-4	Large Pool
22-5	Small Baby Pool
22-6	ADA Scout Pool Life
22-7	Playground
23	Skateboard Park Equipment
24-1	Academy Park Storage Building
24-2	Playground
24-3	Fencing and Backstops
24-4	Small Trail Bridge
25-1	McCorkle Park Storage Building
25-2	McCorkle Park Press Box
25-3	McCorkel Playground
26-1	Jerome W. Isler Building
26-2	Playground
27-1	Herb Education Center
27-2	Shed
27-3	Garage
28-1	Underground Parking Garage
28-2	Pedestrian Bridge
28-3	Lagoon Structure and Pumps
28-4	Waterwall
29-1	Lift Station
29-2	2 Pumps
30	Wireless System enclosure
31-1	Front Pool
31-2	Back Pool
31-3	Wood Shelter #1
	Concession/Restroom/Office
31-4	Building
31-5	Pump House/Office
31-6	Pump House/Restrooms

31-7	Wood Shelter #2
31-8	Wood Shelter #3
31-9	ADA Scout Pool Lift
31-10	Perimeter Chain Link Fence
32-1	Shelter House & Restroom
32-2	Playground Equipment
32-3	Chain Link Fence
32-4	Wood Farm Fence
33-1	Synthetic Ice Rink
33-2	Art-Free Standing
34-1	Pole Barn
34-2	Small Park Pedestrian Bridge
34-3	Large Trail Bridge
34-4	One Family, 1 story Vacant Dwelling
35	Old School House/Garage

The compensation amount has been established based upon this property list. Should this property listing increase substantially and materially, a mutually agreeable fee schedule will be established between AssetWorks and the City before additional services will commence.