

# OIL SPILL COORDINATION OFFICE

# Alaska Region

TO: BARBARA Wilson"	FAX:
UNIT:	Verification No.
FROM: DAve	FAX:
REMARKS: PIS FAX T	
Denvis Cather	BOR Rice
Judy Pobiuson	/ Alex Swiders Kil
BALLY Roth	Dorm Lee C Bob Rice Alex Swidesski Jim Ayers
* Review of fr is Schedules Freday 4/29	hours Teleconference I for 10:00 Am
Total number of pages (including of	cover):
Date Sent: Time: _	

## **Exxon Valdez Oil Spill Trustee Council**

**Restoration Office** 

645 G Street, Suite 401, Anchorage, AK 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



## **FAX COVER SHEET**

To: 18/19/2019 19:20	Number:
	Date: 4/26/94
Comments:	Total Pages:
Review of process	teleconference is
scheduled for 10:00	teleconference is a.m. Friday, 4/89/94
	·.

April 26, 1994

ATTORNEY-CLIENT PRIVILEGED COMMUNICATION; ATTORNEY WORK PRODUCT DO NOT RELEASE UNDER FOIA

CACI

### 12 STEP PROCESS FOR APPRAISAL/APPRAISAL REVIEW/APPROVAL

- 1. Lead Negotiating Agency advises Landowner that the Trustee Council is prepared to authorize an appraisal. The Lead Negotiating Agency informs the Landowner that it may, at its option and expense, procure its own market value appraisal but that it must comply with USPAP and UASFLA in order to be considered by the governments. It is preferable that any such appraisal be completed and submitted in the same general time frame as that of the Trustee Council contract appraisal to provide for concurrent review.
- 2. Lead Negotiating Agency, through the Executive Director, requests that the Forest Service task the Contract Appraiser to conduct an appraisal of Landowner's interests.
- 3. The Forest Service issues a task order to the Contract Appraiser identifying the scope of work to be conducted. The task order, among other things, requires the Contract Appraiser to address the following: (1) the objective of the assignment; (2) an identification of the real estate and property rights being appraised; (3) the date of the value estimate; and (4) the definition of fair market value used in the appraisal. A copy of the standardized appraisal instructions is attached.
- 4. The Contract Appraiser and representatives from the Lead Negotiating Agency hold a Pre-Work Conference with Landowner to discuss the conduct of the appraisal. The Landowner is advised that they should provide all information they believe is important in determining the value of its interests.
- 5. A site visit of the subject property by the Contract Appraiser and Agency Lead Negotiator is conducted. The Landowner is encouraged to attend and provide further pertinent information.
- 6. The Contract and Landowner Appraisers (if a landowner appraisal was prepared) submit first Draft Appraisal Reports, which the Forest Service distributes to the Lead Negotiating Agency Review Appraiser and the State and Federal Review Appraisers for review and comment (Landowner Appraisal Report is reviewed by Landowner prior to submission). The Lead Negotiating Agency Review Appraiser and State and Federal Review Appraisers review the overall methodology used by the Contract and Landowner Appraisers (if prepared) to determine whether they are consistent with USPAP and UASFLA.

7. State and Federal Review Appraisers submit comments to Lead Review Appraiser and Forest Service Contract Officer. The Forest Service then provides comments to Contract and Landowner Appraisers (Landowner is copied with comments to Landowner Appraiser).

CACI

- 8. The Contract and Landowner Appraisers consider review comments received and modify the Draft Appraisal Reports where appropriate. The Contract and Landowner Appraisers submit final Appraisal Reports to the Forest Service, which then distributes them to the Lead Negotiating Agency Review Appraiser and the State and Federal Review Appraisers.
- 9. State, and Federal Review Appraisers submit comments to the Lead Negotiating Agency Review Appraiser whom issues a Review Decision. The review appraisers cannot modify the Contract or Landowner Appraisers value determinations but can request further documentation and clarification as they determine.
- 10. The Lead Negotiating Agency submits the Approved Appraisal Report and Review Statement to the Landowner for review and and opportunity to comment concerning their conformity to USPAP and UASFLA.
- 11. Lead Negotiating Agency Review Appraiser receives and transmits Landowner comments concerning contract appraisal to contract appraiser for consideration.
- 12 The Lead Negotiating Agency Review Appraiser specifies the Final Approved Appraisal and issues a Final Review Statement. The Final Review Statement is submitted to the Trustee Council.

## DRAFT

#### Appraisal Process

(Shadowed boxes Indicate landowner involvement)

Lead negotiating agency advises landowner that TC is prepared to undertake an appraisal. (Landowner may, at its own expense, procure its own appraisal, it must comply with USPAP and UASFLA to be considered by the government.)

Lead Negotiating Agency requests that USFS task the Contract Appraiser to conduct an appraisal. Permission is requested of landowner.

USFS Issues task order to appraiser specifying:

- 1. Objective of the assignment.
- 2. Identification of rights being appraised.
- 3. Date of value estimate.
- 4. Definition of fair market value to be used.

PreWork Conference with Landowner, Contract Appraiser and Lead Negotiating Agency. (Opportunity for landowner to provide any and all pertinent information to ensure a thorough appraisal.)

Site visit conducted.

Landowner is encouraged to attend and provide further pertinent information.

Contractor and Landowner submit draft appraisal reports for review by Lead Negotiating Agency Review Appraiser and State and Federal Review Appraisers according to UASFLA and USPAP.

State and Federal Review appraisers submit comments to lead review and USFS Review appraisers. USFS provides comments to Contract and Landowner appraisers.

Comments considered by Contract and Landowner appraisers.

Modify draft appraisal where appropriate.

Appraisal report submitted.

State and Federal Review Appraisers submit comments.
Lead Negotiating Review Appraiser issues Review Statement.

Lead Negotiating Agency submits approved Appraisal Report and Review Statement to Landowner for review/comment.

Lead Negotiating Agency Review Appraiser determines whether the approved Appraisal Report must be amended in light of comments received from Landowner. Lead Negotiating Agency Review Appraiser Identifies Final Approved Appraisal and Issues Final Review Statement. Final Review Statement submitted to TC.