



OIL SPILL COORDINATION OFFICE

Alaska Region

TO: BARBARA/REBECCA FAX: _____

UNIT: _____ Verification No. _____

FROM: DAVE GUBBONS FAX: _____

REMARKS: PLS FAX TO:

- Dennis Cattery BARRY ROTH
- Judy Robinson BOB RICE
- CHAD FRIES JIM AYERS
- Alex Swiderski DEE BULTER
- chuck Gilbert

MEETING TOMORROW (6/3)

@ 1:00 pm to discuss written additions to appraisal process

Teleconference Anchorage (Simpson Bld and Junction)

Total number of pages (including cover): 2

Date Sent: 6/2 Time: _____

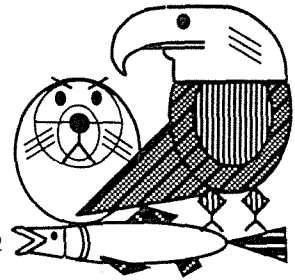
Attorneys determined no changes were needed in the draft.
Meeting cancelled

Exxon Valdez Oil Spill Trustee Council

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451

Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

To: _____ Number: _____

From: Dave Gibbons Date: 6/3

Comments: _____ Total Pages: 1

Today's meeting is cancelled. The attorneys
have reviewed the draft 12 Step Process and
determined that no changes are necessary

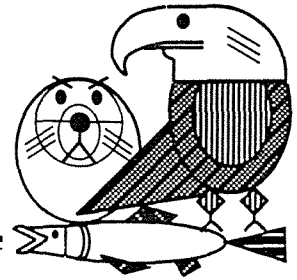
Document Sent By: Barbara Wilson

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FAX COVER SHEET

To: _____ Number: _____

From: Dave Gibbons Date: 6/2

Comments: _____ Total Pages: 3

Meeting tomorrow (6/3) at 1:00 p.m. to discuss
written additions to appraisal process. Teleconference -
Anchorage (Simpson Building) and Juneau.

Document Sent By: _____

Trustee Agencies

State of Alaska: Departments of Fish & Game, Law, and Environmental Conservation

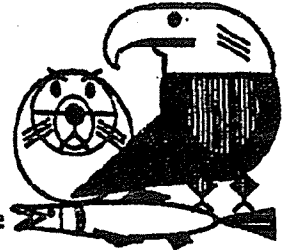
United States: National Oceanic and Atmospheric Administration, Departments of Agriculture and Interior

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DRAFT

May 18, 1994

12 STEP PROCESS FOR APPRAISAL/APPROVAL REVIEW/APPROVAL

1. Lead Negotiating Agency advises Landowner that with Landowner Consent, the Trustee Council is prepared to authorize an appraisal. The Landowner is advised that it should provide all information it believes is important in determining the value of its interests. 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 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. A copy of the standardized appraisal specifications is attached.

4. The Contract Appraiser and representatives of the Lead Negotiating Agency hold a Pre-Work Conference with representatives of the Landowner. If applicable, the Landowner's Appraiser should attend the conference. Purposes of the conference are to: (1) discuss the conduct of the appraisal; (2) establish target dates for completion of the Contract Appraisal and any Landowner Appraisal; and (3) establish an appropriate procedure for the Landowner to provide to the Contract Appraiser all information it believes is important or relevant to determining the value of its property. *Lead Negotiating Agency shall inform handover of the proposed review appraiser (State or Federal). The handover may only object to a proposed review appraiser for cause.*

5. A site visit of the subject property by the Contract Appraiser is conducted. Representatives from the Lead Negotiating Agency, the Landowner and Landowner Appraiser are encouraged to attend and provide further pertinent information.

6. The Contract and Landowner Appraisers (if a landowner appraisal is expected to be prepared) submit Draft Appraisal Reports, which the Forest Service distributes to the Lead Negotiating Agency Review Appraiser and the State and Federal Review Appraisers *and handover*

Trustee Agencies

State of Alaska: Departments of Fish & Game, Law, and Environmental Conservation
United States: National Oceanic and Atmospheric Administration, Departments of Agriculture and Interior

DRAFT

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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 draft Appraisals *by the date established by the Lead Negotiating Agency. The Lead Negotiating may establish deadlines for comments throughout the process*

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

8. The Contract and Landowner Appraisers consider review comments received and modify their respective Draft Appraisal Reports where *considered* 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. The review appraisers cannot modify the Contract or Landowner Appraisers value determinations, but can request further documentation and clarification as they determine. It is possible that this review process may be repeated.

9. State and Federal Review Appraisers submit comments to the Lead Negotiating Agency Review Appraiser who issues a Review Statement, designating an approved Appraisal^{or rejected} ~~or~~ rejecting both Appraisals.

10. The Lead Negotiating Agency submits the ~~Approved~~ ^{or rejected} Appraisal Report(s) and Review Statement (or the Review Statement for the rejected Appraisal's) to the Landowner for review and the opportunity to comment.

11. Lead Negotiating Agency Review Appraiser ^{or rejected} receives and transmits Landowner's comments concerning the ~~Approved~~ Appraisal Report and Review Statement to the Appraiser and State and Federal Review Appraisers for consideration.

12. Once all appropriate modifications are made, the Lead Negotiating Agency Review Appraiser specifies the ~~Final~~ Approved Appraisal(s) and issues a Final Review Statement.

13. Both Appraisal Reports and Review Statements with supporting material shall be submitted to the EVOS Trustee Council by the Lead Negotiating Agency.