FINANCE & ADMINISTRATION DEPARTMENT

Jacksonville
Where Florida Begins.

TO: Greg Pease, Chairperson, Professional Services Evaluation Committee

COPY: Alex Baker, PSEC Specialist

FROM: Twane Duckworth, Chief of Risk Management
Ann Willis , Property & Casualty Compliance Administrator

DATE: February 11,2019

RE: 8518-03 Property Insurance Broker Services Contract - AMD #6 P-43-14

The current contract No. 8518-03 Property Broker Services in the Scope of Services allows for placement of property, boiler & machinery and terrorism coverage as well as appraisal services as required by the City by Arthur J. Gallagher Risk Management Services, Inc. with a maximum indebtedness of $18,210,415.65.

It is respectfully requested that City Contract No. 8518-03, with Arthur J. Gallagher Risk Management Services, Inc., be amended to allow for an appraisal procured by the City's broker to update the City's property schedule for insurance and FEMA purposes as set forth in Exhibit G attached hereto with a not to exceed amount of $84,600.00.

The new maximum indebtedness should be adjusted from $18,210,415.65 by a not to exceed amount of $84,600.00 for a new maximum indebtedness of $18,295,015.65. All other contract terms and conditions shall remain the same (nothing contained herein shall be amended , modified. or otherwise revised without prior PSEC and Mayor's approval).

Exhibits for your review:

Exhibit A - Original Contract # 8518-03 Property Broker Services & Amendment#
Exhibit G-Appraisal Proposal

Thank you for your consideration.

SERVICES CONTRACT BETWEEN
THE CITY OF JACKSONVILLE AND
ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC.
FOR
PROPERTY BROKER SERVICES

THIS CONTRACT, made and entered into this 16th day of January, 2015 (the "Effective Date"), by and between the CITY OF JACKSONVILLE (the "CITY"), a municipal corporation existing under the Constitution and the laws of the State of Florida, and ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC. (the "CONTRACTOR"), an Illinois corporation authorized to transact business in Florida and with its principal offices at Two Pierce Place, Itasca, Illinois 60143.

WHEREAS, the CITY (as the "Buyer") issued a Request for Proposal No.P-43-14 (the "RFP") for property broker services for the City's Administrative and Finance Department and Risk Management Division as described in the RFP; and

WHEREAS, based on CONTRACTOR'S response to the RFP dated December 10, 2014, consisting of 169 pages (the "Response"), the CITY has awarded this Contract to CONTRACTOR;

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services**. The Services will be performed by CONTRACTOR as specified in the RFP and the Response, and as set forth on Exhibit "A" attached hereto and hereby incorporated herein by this reference.

2. **Compensation**. CONTRACTOR will be paid by the CITY for the Services as specified in Attachment VII of the Response and in accordance with Exhibit "B" attached hereto and incorporated herein by this reference. See Exhibit "C" attached hereto and incorporated herein by this reference for JSEB Subcontractor compensation schedule.

3. **Maximum Indebtedness**. As required by Section 106.431, *Ordinance Code*, the CITY's maximum indebtedness, for all products, deliverables and services under this Contract, which shall include but not be limited to all premiums, cost of state taxes and surcharges, policy fees and inspections, JSEB subcontractor, and the GTACP, shall be a fixed monetary amount not-to-exceed FIVE MILLION AND NO/100 DOLLARS ($5,000,000.00). All required CITY payments are subject to available CITY funding.

4. **Term**. The initial term of this Contract shall commence on the Effective Date and shall expire on September 30, 2015, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to four (4) additional one (1) year periods by (i) the CITY, in its sole discretion, upon written notice to CONTRACTOR at least sixty (60) days prior to the end of the then-current term, or (ii) upon the mutual agreement of the parties.

5. **Contract Documents**. This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall

have priority in the order listed:

- This document, as modified by any subsequent signed amendments
- Any amendments to the RFP
- Specific Information Regarding the RFP (Section 1 of the RFP)
- Description of Services and Deliverables (Section 4 of the RFP)
- General Instructions to Respondents (Section 2 of the RFP)
- General Terms and Conditions of Agreement (Section 3 of the RFP)
- Any Purchase Order under the Contract
- The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the CITY:

Risk Management Division
117 West Duval Street, Suite 335
Jacksonville, Florida 32202

With a copy to:

City of Jacksonville
Office of the General Counsel
City Hall-St. James Building
117 West Duval Street, Suite 480
Jacksonville, Florida 32202

As to the CONTRACTOR:

Arthur J. Gallagher Risk Management Services, Inc.
Two Pierce Place
Itasca, Illinois 60143

Service Offices:

2255 Glades Road, Suite 200E
Boca Raton, FL 33431

And:

10199 Southside Blvd.
Jacksonville, FL 32256

7. **Contract Managers.** Each Party will designate a Contract Manager during the

term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, CITY'S Contract Manager is Ceci Ford, 117 W. Duval Street, Suite 335, Jacksonville, Florida 32202, and the CONTRACTOR'S Contract Manager is Judy Arenz, 2255 Glade Road, Suite 200E, Boca Raton, Florida 33431. Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONTRACTOR. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONTRACTOR may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the CITY (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONTRACTOR acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally; signatures on following page.]

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

By _____
James R. McCain, Jr.
Corporation Secretary

CITY OF JACKSONVILLE

Cleveland Ferguson III
Deputy Chief Administrative Offic
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2015-01

By _____ 1.16.15
Alvin Brown
Mayor

In accordance with the *Ordinance Code*, of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid:

_____
Director of Finance
City Contract Number: 8518-03

Form Approved:

_____
Office of General Counsel

ATTEST:

By: _____
Signature

JUDITH ARENZ
Type/Print Name

AREA SR. VICE PRESIDENT
Title

ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC.,
an Illinois corporation

By: _____
Signature

ZEB HOLT
Type/Print Name

AREA PRESIDENT
Title

G:\Gov't Operations\JSawyer\Risk Management\Contracts\Gallagher\Gallagher - Property Broker Services\City - Gallagher agrmnt for Property Broker Services v3.docx

Exhibit "A"

Scope of Services

Section 4
Description of Services and Deliverables

The successful Service Broker must provide, at a minimum, the services described below:

1. Provide consultation and recommendations to the City on exposures, existing coverage, and the desire and/or feasibility of potential changes to program.

2. Consult with the City to formulate a marketing strategy that focuses on delivering a cost-effective Property, Boiler & Machinery, Fine Arts and Terrorism and other first party property coverages when applicable. Suggest alternative program structure, risk financing vehicles to reduce total cost of risk. Summarize market conditions and results of the marketing strategy developed with the City and communicate program recommendations prior to marketing.

3. Design specifications and create underwriting submission for property insurance, including boiler and machinery, terrorism and any other first party property coverage the City may have to retain, market the program, and other services, when instructed to do so by the City, including assisting the City in the completion of all applications, documents and gathering necessary data. Obtain Risk Management's approval on marketing submission and markets being approached.

4. Market the coverage, including assisting the City to respond to additional underwriters request for information, completion of supplemental applications, documents and gathering necessary data.

5. Analyze the coverage terms and provide other services, when instructed to do so by the City.

6. Attend reasonably noticed meetings related to the insurance with City staff and other parties, as requested.

7. Analyze proposals received from various insurance companies and other parties, negotiate changes for the benefit of the City and verify the reasonableness of the price for the coverage provided. Review and analyze the coverage forms for inclusion and exclusion language and conditions.

8. Provide the City with a summary of various insurance program options, including but not limited to, limits, coverage, deductibles, retention levels, terms, conditions, premiums, and payment options.

9. Make recommendations to the City of the most advantageous insurance program providing the highest level of coverage at the best possible price to meet the City's needs and objectives.

10. Provide analysis and recommendations as to the most cost effective means for addressing the City's Property, Boiler & Machinery, Fine Arts and Terrorism and other miscellaneous policies associated with property exposures.

11. The successful Service Broker and/or affiliated companies shall become Agent of Record and represent the City in all negotiations with insurers, underwriters and other parties with regard to the insurance program including negotiate the placement of the City's Property, Boiler & Machinery, Fine Arts and Terrorism policies and any other property coverage the City may have to retain, with domestic markets or international markets such as but not limited to London, Bermuda, Zurich.

12. From time to time it will be necessary for the City and Proposer to meet in person. The Service Broker's travel expenses shall be the exclusive responsibility of the Service Broker.

13. When instructed to do so by the City, administer the placement of coverage and original binders, policies and endorsements, as required in the timetable specified by the City.

14. Provide extensive review of binders and policies including verification of conformity to specifications. Request any necessary endorsements/changes/revisions that may be required.

15. All binders and policies will be delivered in an organized format, including table of contents in electronic format and in three ring binders. Delivery of binders and policies must include a letter outlining any discrepancies, table of contents, schedule of insurance, final schematic, and pending amendments.

16. Provide insurance coverage summaries/descriptions (schedule of insurance) and update as policies are renewed. Schedule of insurance shall include but not be limited to policy period, carrier, policy number, limits, deductibles (where applicable), breakdown of premium, applicable surcharges and total cost.

17. Review accounting and billing data received from insurance markets on the City's behalf to ensure accuracy.

18. Except with the prior written approval of the City, place insurance on behalf of the City with insurers that meet or exceed the Service Broker's minimum financial guidelines or a rating of not less than "A-" VII as assigned by A. M. Best. Or, if deemed appropriate for the City's risk management program, secure coverage through an alternative risk financing mechanism such as a captive or risk retention group. Monitor published financial information of any insurers with whom the City's coverage is placed. Advise the City if the status of an insurer falls below Proposer's or A.M. Best guidelines herein.

19. Continually evaluate the insurance program and recommend coverage changes and improvements to provide the highest level of coverage at the least possible cost to the City.

20. Keep apprised of potential legislative changes that could impact the City's insurance program (i.e., Federal and State requirements, but not limited to FEMA, etc.)

21. Oversee and coordinate all relevant services performed by the insurance companies/underwriters or any service agencies arranged for insurance program related issues and concerns.

22. Perform administrative and clerical services relative to account management, including but not limited to issuance of certificates of insurance, verification of the accuracy of bills, audits and all premium adjustments.

23. All payments from the City will be made to "one" selected entity (Service Broker) and not to an affiliated entity of the Proposer. It will be the assigned Service Broker's responsibility to distribute all premiums/payments to carriers and any other obligated party directly. Service Broker shall consolidate all invoicing to the City to reflect their name only. Any other entity such as wholesalers, other retailers, other affiliated entities, reinsurers, direct writers, and/or international brokers shall NOT be recognized or approved for payment. The Service Broker

shall be responsible for providing payment to the carriers, wholesale brokers and other entities it utilizes to place coverage.

24. Assign an Account Manager to the City with government entity experience who shall be responsible for communication with the City and who, along with any other team members assigned, must be available on a daily basis to the City for advice and consultation on insurance program related issues and concerns. Any changes in personnel must be submitted in writing and approved by the City. If multiple Account Managers are included, Service Broker is required to provide a breakdown of each Account Manager's responsibilities, service office and percentage of work being performed by each individual.

25. Report all claims to coordinating adjusting firm and assure all claims have been reported to insurers.

26. Act as a liaison for the City with the coordinating adjusting firm and carriers to resolve claims and, in the event of a significant claim, assign a claims specialist to assist the City in the claims management process at no additional cost to the City.

27. Participate in claims review meetings to ensure effective claims management and reporting to excess carrier. Coordinate claim information with designated adjusters, insurers and FEMA.

28. Assist with emergency procedures and disaster planning. Assist with claim and coverage disputes.

29. Assist the City, when requested, with questions on coverage application to specific claims and claim disputes.

30. Participate in regular Claims Audits when requested by the Risk Management Division.

31. FEMA will periodically audit claims. Service Broker will need to make records available during and after the expiration of the contract. Service Broker's records retention policy shall require minimum records retention 5 fiscal years after final disposition of claims or expiration of policy. (State of Florida and Local Government Agencies General Records Retention as of 10/1/2013).

32. Review the City's property loss runs and provide copies of loss runs to the City in an Excel worksheet by location and building or PITO with tracking of percentage deductible with application of minimum and maximum deductibles; provide a report to the City of any claim trends and solutions to mitigate cost; provide updated cumulative loss data on a semi-annual basis.

33. Develop, with the City's assistance and involvement, loss control programs relevant to property conservation and strategies, including educational training, seminars, research and analysis of loss trends, and develop communication materials with the City's Safety team.

34. Assist, coordinate and facilitate the implementation of loss control recommendations between the insurer and the City.

35. Introduce and provide a list of all internal or external staff that would be providing services in support of the Service Broker's efforts.

36. Provide recommendations to reduce the City's total cost of risk (TCOR).

37. Subcontract with a vendor approved by the City to provide appraisal services for all City buildings that have not been appraised as agreed by the City and broker. Annual updates to

such appraisals must be included. The appraisal process must also include the collection of COPE (i.e., construction, occupancy, protection, exposure) data and secondary modifier characteristics to be used in the RMS catastrophe modeling software. This service is to be provided to the City at no additional cost.

38. Provide, on an annual basis, catastrophe modeling projections for all City properties utilizing both the most recent version of the RMS and AIRS catastrophe modeling software systems. This service is to be provided to the City at no additional cost.

39. Provide administrative support services to the City's Risk Management department. This support will include a part-time Account Manager employed by and managed by the broker and located at the City's Risk Management department two days a week. This part-time Account Manager will work with City Property and Casualty Administrator to assist with identifying contract exposures, and cross check certificates of insurance against contracts. Account Manager may be required to provide assistance other administrative support such as updating statement of values and other administrative support services as agreed.

40. List of all affiliated and/or related entities that would be providing services in support of your broker efforts.

41. At the request of (and sole discretion of) the City, provide services for "special projects" other than those related to property broker services which include appraisals, catastrophe modeling and other services listed in 1 through 40. Services outside of those listed in items 1 through 40 ("special projects") will be billed when services are rendered and are not to exceed $20,000.

(Remainder of page intentionally left blank)

Attachment V

DEVIATION FROM MODEL PROGRAM REQUESTED IN RFP FORM
ATTACHMENT V

Each proposal should clearly outline the benefits and services requested in this RFP. Any deviations from the RFP requested insurance, inability to provide specific services, or any situation that may be deemed a deviation must be listed on this form.

Nondisclosure of deviations and/or additional fees will be assumed to the included in the proposal and the proposal will be deemed responsible for providing the assumed level of services requested in the RFP.

Indicate whether your proposal (1) can comply, (2) can comply but with deviations, or (3) cannot comply with the additional requirements described in the following sections of the Request for Proposals.

The absence of any notation will be presumed to indicate full compliance.

Additional Requirements	Yes, Can Comply	Yes, Can Comply But with Deviation	No, Cannot Comply
Section 1 – Specific Information Regarding This RFP	X		
Section 2 – General Instructions	X		
Section 3 – General Terms and Conditions of Agreement	X		
Section 4 – Description of Services and Deliverables	X		
Attachment D – Sample Contract	X		

Deviations from Scope of Service:
Please describe all deviations in your response to the requested model program from the RFP.

Miscellaneous Deviation:
Please list any deviations in your response that do not fit into the above categories.

I certify that the information in this form is true and accurate.

Failure to sign this form shall result in disqualification of this Proposal.

Proposer's Signature: Judith Wess
Title: Area Senior Vice President
Date: December 10, 2014

Exhibit "B"

2014-2015
GTACP

Attachment VII

Name of Proposer: Arthur J. Gallagher Risk Management Services, Inc.
Proposal Number: P-43-14 Property Broker Services

Instructions:

1. **Please submit a proposed Grand Total Average Commission Percentage (%) GTACP. Proposers shall include all anticipated compensation to all parties, service broker, wholesalers and/or intermediaries, sub-contractors, etc. All GTACP of all parties, service broker, wholesalers and/or intermediaries, shall be disclosed as a part of all responses. All proposers must submit their compensation in the form of a GTACP. Failure to submit pricing/compensation as a GTACP will result in no points being awarded for the Price Criterion. The Service Broker submitting the lowest GTACP will receive all points available. Fee agreements or maximum commission rate proposals are not acceptable and will be awarded zero points for the Price Criterion.**

   Gallagher Proposed Grand Total Average Commission Percentage (GTACP) = 10%

2. **Provide a breakdown of GTACP for all parties, intermediaries, (where applicable, sub-contractors etc.) totaling the GTACP shown in item 1.**

Broker/Intermediary	Commission %
Retail Broker	3.0% – 10.0%
Intermediary – Domestic	3.0% – 5.0%
Intermediary – International	5.0% – 7.0%
COMBINED AVERAGE	10.0%

Commissions collected will be a combined average of 10.0% whether placed direct or through an intermediary. This illustration is conceptual and the final results may vary by line of coverage.

I certify that the information in this form is true and accurate. I certify anticipated contract period is from on or about October 1, 2014 to September 30, 2015 (as defined in 1.4 Term) with the policy period to begin on March 1, 2015 until March 1, 2016, with the exception of Fine Arts coverage. With respects to Fine Arts coverage, the contract will not include responsibility for placement and maintenance of the Fine Arts policy for the contract term of October 1, 2014 until September 30, 2015. However, the responsibility for the placement and maintenance for the Fine Arts policy for the contract term of October 1, 2015 until September 30, 2016 (policy period is October 1, 2015 (12:01 a.m.) until October 1, 2016) will be include in the contract.

Premiums are to be paid annually (unless additional deferred payment terms are offered and accepted).

Please outline ALL variable costs which are not included above.

I certify that the information in this form is true and accurate.

Failure to sign this form shall result in disqualification of this Proposal.

Proposer's Signature: Judith Ahern
Title: Area Senior Vice President
Date: December 10, 2014

Exhibit "C"

JSEB Subcontractor Compensation Schedule

LETTER OF INTENT
TO PERFORM AS A SUBCONTRACTOR or SUB-CONSULTANT

OPTIMUM PERSONNEL SERVICES
(Name of JSEB Supplier/Consultant/Subcontractor)

Name of Project: PROPERTY BROKER SERVICES Bid Number: P-43-14

MBE GROUP STATUS:

- ☐ African-American
- ☒ Woman Business Owner
- ☐ Asian-Americans
- ☐ Hispanic-Americans
- ☐ Native-Americans

I, the undersigned, understand that the price below is representative of my intent to perform the scope of work stated below. I further understand that this price is subject to increase or decrease due to the City of Jacksonville bid requirements. All work must meet the City of Jacksonville bid specifications.

*Scope of Work	*Total Price of work to be performed or materials to be supplied including Sales Tax
Provide administrative support services to the City's Risk Management Department Two (2) full days per week	$ 25.00 per hour

Kristie Smith — Signature of JSEB
President — Title
12/4/2014 — Date

*Scope of Work and Price are covered under Base Bid only.

Total price must be filled in on this form in order for participation to be considered valid. This form must be used for Letter of Intent.

Attachment C

EXHIBIT A

Original Contract

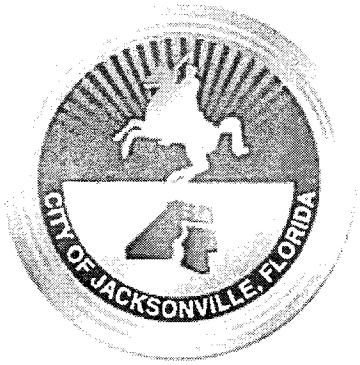
EXHIBIT G

Appraisal Proposal

117 W Duval Street, Suite 335 Jacksonville, FL 32202 Phone: 904.630.1187 Fax: 904.630.2913 www.coj.net

AssetWORKS

Insurance Appraisal Services Proposal



Submitted by:

Melvin Ngayan

Regional Director

261 Old York Road, Suite 305

Jenkintown PA 19046

melvin.ngayan@assetworks.com

www.assetworks.com

Phone: 215-354-1078

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AssetWORKS

February 5, 2019

Ms. Judy Arenz, CPCU

Area Senior Vice President

Arthur J. Gallagher & Co.

2255 Glades Road, Suite 200E

Boca Raton FL 33431

RE: *Insurance Appraisal Services Proposal for the City of Jacksonville*

Dear Ms. Arenz:

AssetWorks LLC is pleased to respond to your request for proposal to provide the City of Jacksonville (hereafter known as the "City") comprehensive property insurance appraisal and supplemental property data collection services. Our valuation solution will assist with developing an insurable values base for **equitable distribution of premiums**, reliable insurance to value for **risk identification**, assure accurate coverage **for risk quantification**, supplemental property exposure data for risk financing **and provide proof –of-loss documentation** in the event of a loss.

I, Melvin Ngayan, am authorized to make representations for AssetWorks. Neither our Firm, nor any individuals assigned to provide services to the City have any conflicts of interest with the City.

Thank you for the opportunity to offer AssetWorks' customized property appraisal services. Please contact me at 800-876-0363 X1352 if you have any questions or to schedule a meeting at your convenience.

Respectfully submitted,

AssetWorks LLC

Melvin P. Ngayan

Regional Director

261 Old York Road, Suite 305 | Jenkintown, PA 19046 | 215.354.1078 (P) | 215.354.1086 (F) | www.assetworks.com

1. Executive Summary

AssetWorks is a wholly owned subsidiary of Constellation Software, Inc. The organization has more than 2,200 employees and is publicly traded on the TSX under the symbol CSU. CSI's 2017 consolidated revenues exceeded US $2.1 Billion.

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 assets.

AssetWorks is confident in our ability to provide the expertise and experience to implement property valuation solutions. This includes the collection of comprehensive property data and the development of accurate insurable values. AssetWorks has provided customized solutions to the risk management community across the country and has recently served over 50 risk pools which included appraising over 150,000 public entity buildings for insurance purposes.

1.1 Property Appraisal Services

Our innovative solutions help organizations to vastly improve their property insurance and tracking programs, financial reporting and accounting compliancy, and much more. Maintaining a strong presence nationally, AssetWorks has the experience and capacity to provide efficient and timely services.

Manage the Risk of Property Exposure with Values that are Current and Accurate

AssetWorks is uniquely qualified to provide property appraisals that achieve accurate insurance placement and act as a benchmark for proof-of-loss substantiation in the event of a loss. Our combination of valuation consultants and state of the art technology offers innovative, customized and cost effective services for initial and long-term solutions associated with property insurance and risk management.

Ensure you are Properly Insured

Our valuation consultants go the extra mile to ensure you receive the most accurate and up-to-date values possible helping to ensure you receive the coverage you need

Secure the Best and Most Accurate Rates

By collecting detailed COPE and catastrophe modeling data you gain a more complete picture of your risk profile which when run through modeling programs can result in more favorable rates

Increase Confidence in the Quality of Your Data

Every engagement includes certified appraisal reports with insurance detail per building and a comparison of values prior to and following the appraisal project

Leverage the Benefits of a True Partnership

The relationships we build with our clients are important to us. From kick off meeting through project completion, we believe open communication is paramount to our success and yours

There's No Substitute for a Physical Inspection

Insurance companies and underwriters are becoming more selective in the values they will accept. Desktop appraisal methods and multiple years of value trending depend solely on the accuracy of the data provided at the time a structure is added to the statement of values. These methods can result in inconsistent values and/or the exclusion of structures that exist but are not listed on the current statement of values. An on-site appraisal will assure an accurate schedule of values and property underwriting data, resulting in equitable allocation of premiums and competitive rates in the market place.

1.2 AMP Property Risk Management Software (Value Added Service)

Bridge the Gap between Valuation Results and Valuation Management

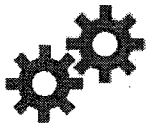
As an organization, being exposed to a variety of risks is inevitable. Which means, being prepared for the event of a risk occurrence is critical. When it comes to managing property data for your organization, the AMP Property Risk Management module from AssetWorks offers an innovative approach. By maintaining data about buildings and structures, property-in-the-open, fixed assets, and licensed vehicles, in a single, comprehensive database, AMP can help bridge the gap between valuation results and valuation management.

Simplify the Renewal Process

Maintain all property data and insurable values in a single, sophisticated database accessible by all approved users in real time

Easily Prepare Reports

Run standard or create custom reports for data mapping for catastrophe modeling, proof-of loss documentation, and the insurance renewal procedure



Increase Efficiency

Automate workflow processes for adding new properties, modifying/approving changes to existing properties, and removing entries from current property schedules

Secure Accurate Rates

Experience greater leverage in the insurance market with respect to coverage and premiums as a result of submitting accurate data and a detailed risk model

2. Qualifications and Personnel

2.1 Qualifications

AssetWorks is confident in our ability to respond to the current and future needs of the City, providing the expertise to provide professional and accurate data collection, valuation estimates, and supplemental data needed for property insurance underwriting purposes. AssetWorks' service will assist with managing property exposure, achieve accurate insurance placement, allocation of property premiums and act as a benchmark for proof-of-loss substantiation in the event of a catastrophe.

Our innovative solutions help organizations to vastly improve their property insurance and tracking programs, insurance and accounting compliancy, generate detailed and customized reports, and much more.

You can confidently select AssetWorks as your partner for the following reasons:

- AssetWorks maintains professional affiliations with national insurance associations including the Florida PRIMA, Florida Association of Counties (FAC), Association of Governmental Risk Pools (AGRIP), Public Risk Management Association (PRIMA) and the Risk and Insurance Management Society (RIMS). AssetWorks is a proud sponsoring member of **AGRIP's Quality Education Initiative.**
- **Quality Assurance** - AssetWorks has developed internal project management standards which assure consistent application of property data collection, valuation methodology and deliverables of draft and final reports. Our management analysis process includes several levels of report review including project manager, regional director and customized systems to assure accuracy of reported data and consistency in values.
- AssetWorks is the technology pioneer in asset management and property appraisal solutions. AssetWorks developed a comprehensive proprietary web based property management system (**AMP™**) to provide our clients the ability to manage, report, and perpetuate valuation data.
- Our project team consists of **full-time employees** (no-subcontractors) and professional valuation consultants associated with the American Society of Appraisers. Our team specializes in providing property appraisal services to government entities. AssetWorks assists with the design and implementation of programs to enhance the marketing of your property insurance program, provide consistent and accurate data for the reinsurance market, and also supplemental property data for loss control purposes.
- AssetWorks takes pride in being true public entity specialists, generating over ninety percent of our annual revenue serving public entities, **including over 50 pooling groups nationally, several county associations, in total appraising over 150,000 public entity buildings over the past two decades.**

2.2 Key AssetWorks Personnel

AssetWorks identifies 'quality' as being the primary focus in all projects. Quality work results in a highly satisfied client and has been the basis of our success. Systems in place lead to shorter study periods, reliable data, minimized rework and a more useful reporting tool. The five stages of quality control include:

- Project Design & Implementation Plan – **Project Manager**
- Daily Data Review – **Project Manager**
- Finalized Data Review – **Quality Control Manager**
- Preliminary Reports Review – **Customer**
- Data Integrity Review – **ISG Processor**

Our aggressive quality control regime is led by a corporate philosophy of "Quality First, Profitability Second." Annual client surveys along with the partnerships of long-term clients have taught us that this is never to be overlooked.

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.

Partnership Manager

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

Mr. Melvin Ngayan is the designated partnership manager and liaison for AssetWorks. 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. The Partnership Manager has the ability to make decisions and command resources beyond the project at hand. The goal is to establish loyalty and build a long-term, successful relationship. Mr. Ngayan is well qualified to serve as the Partnership Manager. He is the current Regional Director. 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, pooling organizations and various other public sector entities.

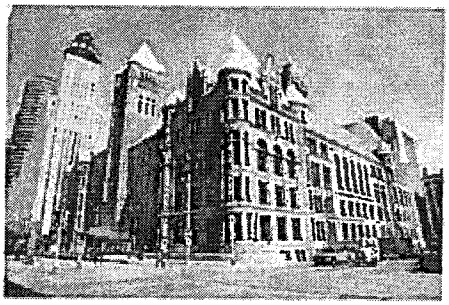
**** Professional qualifications of AssetWorks staff are included in Addendum B***

3. Project Scope

The scope of this project is to physically inspect and appraise all insured buildings of the City of Jacksonville with a Replacement Cost greater than or equal to $100,000 and as listed on Addendum A – Property List. The Purpose is to obtain uniform and reliable insurable values for buildings/structures, including contents modeling, so accurate values can be used for insurance placement and allocation of premiums. The resulting data will provide current insurable values, enhanced COPE data, proof-of-loss documentation, as well as the basis for underwriting and insurance premiums. The proposed services will be performed in accordance with industry-wide appraisal standards (USPAP – Uniform Standards of Professional Appraisal Practice).

4. Appraisal Services & Procedures

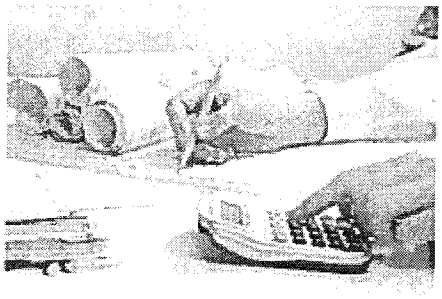
4.1 General Buildings & Structures



The basis for valuations of each building lie in the data recorded while onsite. Each building will be physically inspected and a description for each building will be developed and recorded, depicting primary Construction, Occupancy, Protection and Exposure (COPE) data to be included 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 general building use. **Protection** details include sprinkler systems, fire detection and alarm systems. **Exposure** details include our observation of interior and exterior hazard exposures. AssetWorks is proposing a comprehensive appraisal of insured property, the study will include:

- Onsite property insurance appraisals resulting in accurate insurable values and proof-of-loss documentation for buildings and structures.
- Contents within the buildings will be reported based on a modeling technique and included in the valuations data.
- Proper identification of primary Construction, Occupancy, Protection and Exposure (COPE) data for each structure.
- Identification of flood zones for each structure

Single digital photographs will be prepared for each building and integrated into the final reports. Each building will either be physically measured or square footage verified through a review of blueprints or client supplied information. Additionally, a complete physical address will be identified and included as best possible. If rural locations have not been assigned a numbered address, our description will include locators appropriate for ease of future identification.

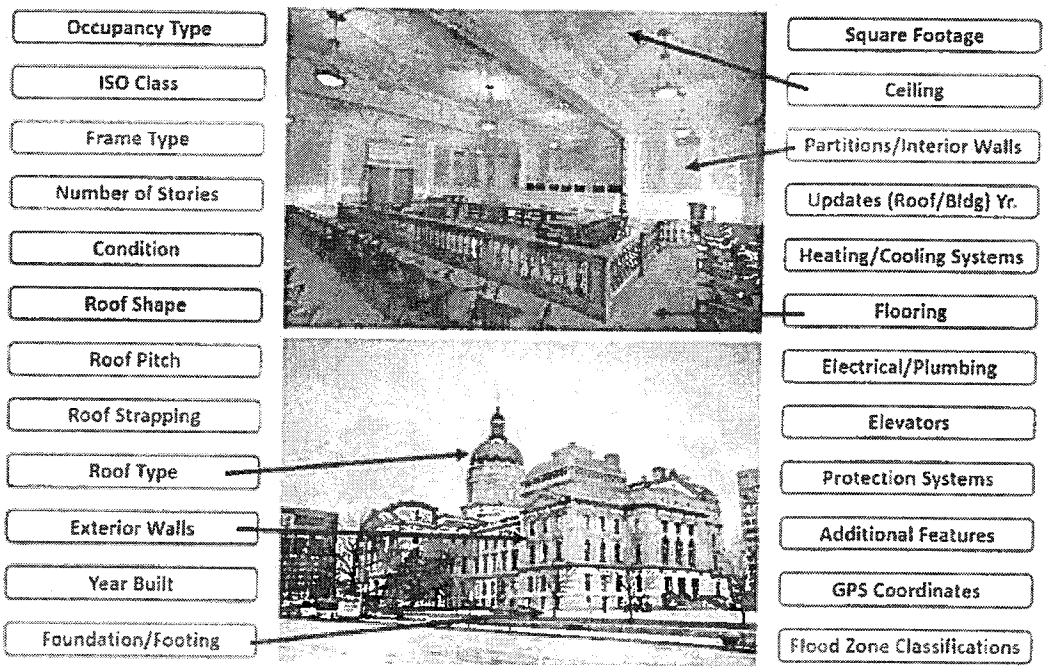


4.2 ISO/Construction Classifications

One of the primary goals of underwriting for property insurance is determining the risk of fire. One of the main considerations in making that determination is assigning the proper construction class. Properly identifying the construction class can help the underwriter understand the construction type and rate the risk more accurately. AssetWorks reports will include ISO classes 1-6, as defined by the Commercial Fire Rating Schedule (CFRS) defined in terms of the Marshall and Swift construction classes:

ISO Class	M&S Class	Description
1	D	Frame/Combustible (wood walls & roof)
2	C	Joisted Masonry (free standing masonry shell flammable roof)
3	S	Noncombustible (light steel construction)
4	C	Masonry Noncombustible (free standing masonry walls with noncombustible floors and roof)
5	A	Modified Fire Resistive (noncombustible, 1 hour fire rating)
6	B	Fire Resistive (noncombustible, 2 hour fire rating)

4.3 Construction Occupancy Protection Exposure Data



4.4 Secondary Building Characteristics

- Year of Last Electrical Upgrade
- Year of Last Plumbing Upgrade
- Year of Last HVAC Upgrade
- Year of Last Roof Upgrade
- Nearest Ocean/Body of Water Distance
- Nearest Fire Hydrant Distance

4.5 Flood Zone Designation

Flood Zone designations are based on GPS coordinates and mapped via satellite. Identifying flood zones based on address can lead to an incorrect designation as many sites include multiple acres and multiple flood zones. In some cases, the flood zone actually intersects the structure and this has to be represented or an incorrect designation may be applied, particularly when only using a physical address as the determining factor. FEMA is currently undertaking the task of updating flood zones across the country as many zones have adjusted over time with the increase of construction, paving, terraforming and resulting changes from weather patterns and events. AssetWorks subscribes to FEMA updates as it relates to flood zone updates and maintains a strong relationship with a geo-mapping group to support zone designations and provide our clients with the accuracy required in this category.

5. Valuation Methodology

Our investigation of each property will follow generally accepted appraisal techniques and valuations in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP) incorporating various sources to develop cost conclusions for each building. Sources include price lists, trade journals, industry publications, pricing subscription services, as well as direct cost research. It is an ongoing task to identify and continuously substantiate values. Multiple sources of value exist, but to rely on only one can be limiting as they all have positive points to be reflected. Sources of construction cost information include:

- Direct cost information from recent projects
- Inquiries with local contractors and architects
- US Department of Labor – Bureau of Labor Statistics
- Marshall and Swift / Boeckh
- RS Means Construction Cost Index
- Reed Construction Data
- Previous AssetWorks appraisal data
- Internal Developed Systems

Definitions of Value

Replacement Cost New Cost of Replacement New is the amount required to reproduce a property entirely at one time, as of a specific date, in like size, kind and quality and in accordance with current market prices for labor, materials, manufactured equipment, contractors overhead, profit and fees, but with no provisions for overtime or bonuses, or for premiums for materials and equipment. In determining replacement cost new, AssetWorks will not consider costs associated with demolition of property, debris removal, or partial loss into our analysis.

This methodology takes local wages and material costs into account, as well as specific structural attributes and current construction code that will cause an increase or decrease in base value such as sprinkler systems, elevators, exterior wall adjustments, actual building occupancy, and quality of construction as related to industry standards.

Insurance Exclusion is a provision in an insurance contract describing property, or types of property, that are not covered by an insurance policy. Based upon a review of current policy specifics, we identify the items to be excluded under terms of the policy. The insurance exclusion amount is deducted from replacement cost to arrive at an insurable value, specific to each structure.

Content Values will be included based on a "modeling" approach that was developed to meet the valuation needs of public entities without the extensive time required for a detailed inventory. AssetWorks utilizes computer models of more than 100 building types and their contents. A field inspection of each building is conducted and the building's contents will be identified.
We then estimate the value of contents in a particular building by taking a square foot equipment index of a like facility and applying it to the calculated area of the building. Equipment values may adjust to account for variations in density and quality of equipment present. Special consideration are given to buildings with specialty equipment (labs, EDP, warehouse...etc.), where content value can vary greatly.

Actual Cash Value is the Replacement Cost Value less depreciation.

Cost of Reproduction New (Historical Properties), is the amount required to reproduce a duplicate or replica of the entire property at one time in like kind and materials, in accordance with current market prices for materials, labor and manufactured equipment, contractor's overhead, profit, and fees, but with no provisions for overtime, bonuses for labor, or premiums for material.

6. Approach and Work Plan

6.1 Project Plan

The core of success in a property appraisal project begins on the front-end, and by way of dialogue, a truly customized project plan is developed to meet the specifications and needs of the City. This includes communication and high levels of active listening, meshing the interests and requests of all parties involved from the City, Brokers, Insurers and potentially Reinsurers. Our approach is not a template and is catered towards not only client requests but by way of our experience and expertise can bring new solutions to the table and aid in determining suitability.

City 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 with the highest level of industry professionals to successfully complete the project on time. We do view our clients as active participants and anticipate their assistance with the following:

- **Pre-Project Planning and Scheduling** – AssetWorks will identify key items to have prepared for the project kickoff meeting. We ask that you prepare and distribute a memo to all City Departments receiving an appraisal announcing the project and give the general purpose and time frame. AssetWorks will perform the appraisals by geographic region. We ask that you assist with scheduling the appraisals by geographic region as best as possible.
- **Availability of Existing Building Records** – AssetWorks will utilize existing records, as provided by the City. Blueprints, for example, can aid in the accuracy of calculating square foot area. Direct construction costs from the City are another source of valuable information we collect.
- **Access to All Sites** – AssetWorks appraisers will be granted access to all sites and buildings based on a mutually agreed upon appraisal schedule.

Project 'Kickoff' Meeting

Our project team will hold a comprehensive project-planning meeting with City representatives in advance of the onsite fieldwork. We advise that members of the administrative, risk management and facilities 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, and contacts for each City Departments. This meeting lays the foundation for the methods and procedures used during the onsite fieldwork.

6.2 Project Schedule

AssetWorks' automated approach and depth of experienced staff qualify us to complete all phases of this project in a timely fashion. We propose the following implementation plan based on the project scope, geographic breakdown and building counts, but have the flexibility to adjust in either direction to meet your needs.

A. Project Planning Meeting	Who	Results
Review project scope	AssetWorks/City	Confirm project understanding
Receive most recent schedule of values	AssetWorks/City	Scheduling/data verification
Obtain contact list	City	Contact intro
Develop schedule	AssetWorks	Timing/City notification
Develop project log/project status reporting	AssetWorks	Weekly status reporting
Define supplemental exposure data	AssetWorks/City	Field data collection
Review underwriting requirements	AssetWorks/City	Deliverable formatting
Review Deliverables	AssetWorks/City	Confirm reporting
Project team introduction	AssetWorks/City	AssetWorks staff intro
B. Site Inspection	**Who**	**Results**
Physically inspect each site (inside/outside)	AssetWorks	Accurate property data
Generate square footage (plans/measure/supplied)	AssetWorks	Square footage drives value
Collect COPE data	AssetWorks	Favorable insurance rates
Record ISO class	AssetWorks	Building rating
Building digital photo/GPS coordinates	AssetWorks	ID building, proof-of-loss
C. Office Valuation	**Who**	**Task Description**
Develop insurable value	AssetWorks	Underwriting/premium allocation
MS Boeckh	AssetWorks	Nationally recognized
RS Means	AssetWorks	Supplemental value source
Direct costing (actual construction cost)	AssetWorks	Reconcile new construction
D. Report Preparation	**Who**	**Task Description**
Management review (values, data, USPAP)	AssetWorks	Quality/consistent reporting
Summary report, client review	City	City review prior to finals
Final report-detail	AssetWorks	Detail underwriting data
Final report-summary	AssetWorks	Site/location totals
Data file	AssetWorks	System import/perpetuation

6.3 Proposed Implementation Schedule

Upon receipt of your authorization, a mutually agreeable schedule for the project planning of all appraisals and our on-site inspections will take place.

AssetWorks LLC staff assigned to this project will work exclusively out of our Pennsylvania offices for the duration of the engagement. AssetWorks LLC can have a team instantaneously deployed in the event of an immediate need for service. The current workload within the Asset Services Division allows for the dedication of 100% of the project team time allocated to the City's project. Project workload will not interfere with the progress and completion of this project.

7. Reports & Deliverables

7.1 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:

- Identify the property appraised
- State the purpose of the appraisal
- Specify the appraisal date
- Define the level of value sought and the premise of value employed
- Describe the nature of the property included and excluded
- Discuss the appraisal investigation
- Indicate the factual data considered
- Present the conclusions of value (Replacement Cost unless otherwise ordered)
- Outline the qualifying and limiting conditions
- Include the signature of an authorized officer of the company

7.2 Preliminary Reports

AssetWorks project manager will send draft summary and detail reports directly to the member via email in .pdf format for review. Preliminary reports will also include a "Variance Report", comparing old values to new, providing an added tool for analysis. Additionally, the City and the agent for the member will be copied on the draft reports. AssetWorks will provide two weeks (10 business days) to the member for review and to determine acceptability of the final data. Upon approval, AssetWorks will then prepare and deliver final reports in electronic format. Any additional days requested by the member past the two week review period will have to be approved by the City.

7.3 Final Reports & Data

Electronic Reports & Data

- Excel File of Reports Data
- .PDF Files of all Hard Copy Reports

7.4 Sample Reports

Sample Summary Report

SB06X

Insurance Summary by Building

Page: 1

Code	Building Description / Address	City	Replacement Cost New	Exclusion Amount	Replacement Cost Less Exclusions	Actual Cash Value	Contents Value
Entity: 001	SAMPLE ENTITY USA						
Site: 005	SAMPLE SITE #1						
001	MAIN BUILDING #1 200 ANY STREET	ANY TOWN, US 12345	4,865,300	239,930	4,625,370	4,865,300	917,200
002	OUT BUILDING #1 200 ANY STREET	ANY TOWN, US 12345	31,900	1,030	30,870	31,900	4,900
	Site total for 005:	Asset Count: 2	4,897,200	241,010	4,656,190	4,897,200	922,100
Site: 006	SAMPLE SITE #2						
001	MAIN BUILDING #2 300 ANY STREET	ANY TOWN, US 12345	13,313,700	798,570	12,514,830	12,381,700	1,688,900
002	OUT BUILDING #2 300 ANY STREET	ANY TOWN, US 12345	103,300	0	103,300	103,300	31,300
003	OUT BUILDING #3 300 ANY STREET	ANY TOWN, US 12345	103,300	0	103,300	103,300	31,300
	Site total for 006:	Asset Count: 3	13,520,300	798,570	12,721,430	12,588,300	1,751,500
	Entity total for 001:	Asset Count: 5	18,417,500	1,039,580	17,377,620	17,485,500	2,673,600
	Report Total:	Asset Count: 5	18,417,500	1,039,580	17,377,620	17,485,500	2,673,600

Sample Building Detail Report

Entity:	001	SAMPLE ENTITY USA
Site:	003	COLLEGE/UNIVERSITY
Building:	001	UNIVERSITY BUILDING 200 ANY STREET ANY TOWN, US 12345
Department:	2009	2009 APPRAISAL
Year Built:	2001	Year Acquired: 2001
Nbr. of Stories:	4	Square Footage: 125,545
Basement:	NO	Adds/Renovations: NO
Occupancy:	COG	COLLEGE - CLASSROOM
Frame Type:	ST	STEEL
ISO Class:	4	MASONRY NON COMBUSTIBLE
GPS Latitude:		28°26.125N
GPS Longitude:		081°11.935W
Flood Zone:		X
Fire Protection:		SPRINKLER SYSTEM INTRUSION SYSTEM FIRE ALARM - MANUAL FIRE ALARM - AUTOMATIC

GENERAL BUILDING CHARACTERISTICS

Exterior Walls:	DECORATIVE CONCRETE BLOCK, GLASS METAL CURTAIN
Roofing:	METAL (2%), SINGLE MEMBRANE (98%)
Foundation:	CONCRETE SLAB ON GROUND, CONCRETE FOOTING FOUNDATION
Floor Finish:	CARPETING, CERAMIC TILE
Ceiling Finish:	ACOUSTICAL, DRYWALL
Partitions:	CONCRETE BLOCK, DRYWALL/STUDS

Services
ELECTRICAL
PLUMBING
HEATING - CENTRAL (HOT WATER)
AIR CONDITIONING - CENTRAL

Features
BUILTINS (CABINETS, LOCKERS, BOOKCASES)
COVERED ENTRANCE WAY
COVERED WALKWAY
PASSENGER ELEVATOR
BUILT-IN SEATING
MEZZANINE

Notes
ROOF = 2% HIGH PITCH & 98% FLAT
AVERAGE WALL HEIGHT = 16'

VALUATION CONCLUSIONS

Replacement Cost New	17,995,400
Exclusion Amount	1,079,770
Replacement Cost Less Exclusions	16,915,630
Actual Cash Value	16,559,600
Exclusion Amount:	993,400
Actual Cash Value Less Exclusions:	15,562,400
Contents Value	11,470,500

Produced by AssetWorks

AssetWORKS

Sample Variance Report

Code	Building Description Address		Replacement Cost Less Exclusions	Replacement Cost - SOV	Replacement Cost Difference	% Change
Entity: 001	SAMPLE ENTITY USA					
Site: 005	SAMPLE SITE #1					
001	MAIN BUILDING #1	Building	4,625,370	3,800,000	825,370	17.84 %
	200 ANY STREET	Contents	917,200	800,000	117,200	12.77 %
	ANY TOWN, US 12345					
002	OUT BUILDING #1	Building	20,820	17,300	3,520	16.90 %
	200 ANY STREET	Contents	4,900	2,000	2,900	59.18 %
	ANY TOWN, US 12345					
	Site total for 005.	Building	4,646,190	3,817,300	828,890	17.84 %
		Contents	922,100	802,000	120,100	13.02 %
Site: 006	SAMPLE SITE #2					
001	MAIN BUILDING #2	Building	12,514,330	11,022,021	1,492,309	11.92 %
	300 ANY STREET	Contents	1,688,902	1,330,627	358,273	21.21 %
	ANY TOWN, US 12345					
002	OUT BUILDING #2	Building	103,300	85,000	18,300	17.71 %
	300 ANY STREET	Contents	31,300	18,000	13,300	42.49 %
	ANY TOWN, US 12345					
003	OUT BUILDING #3	Building	103,300	85,000	18,300	17.71 %
	300 ANY STREET	Contents	31,300	18,000	13,300	42.49 %
	ANY TOWN, US 12345					

8. Catastrophe Modeling Characteristics (optional service) (specific to the RMS Program for CAT Modeling)

Windstorm

AssetWorks will assist in gathering windstorm information pertinent to characteristics of a building or structure. If available, the information collected per structure are:

- Roof Framing Type
- Roof Covering
- Roof Age/Condition
- Roof Geometry
- Roof Parapets/Chimneys
- Roof Anchor
- Commercial Appurtenant Structures
- Wind Tier/Hazard Zone
- Roof Sheathing Attachment
- Flashing and Coping Quality
- Wind Missiles
- Contents Vulnerability Due to Wind
- Roof Maintenance
- Cladding Type
- Residential Appurtenant Structures
- Mechanical/Electrical Equipment (Side of Building)
- Ground Level Equipment
- Opening Protection
- Resistance – Doors
- Flood Protection
- Construction Quality
- Basement
- Frame-Foundation Connection
- Contents Vulnerability Due to Water
- Roof Equipment Hurricane Bracing
- Tree Density

9. Terms & Conditions

The following terms and conditions apply to the proposal ("Proposal") submitted by AssetWorks LLC ("AssetWorks" or "Company") and any resulting contract ("Final Contract") between AssetWorks and the legal entity to which the Proposal is submitted ("Customer") with respect to AssetWorks' services ("Services").

1. **Proposal Terms**

   1.1 In the event of a conflict between the terms of the request for proposal ("RFP") presented by Customer and the Proposal, the Proposal shall govern and take precedence over the RFP.

   1.2 In the event any portions of the Proposal will be incorporated into the Final Contract, only the portions of the Proposal which are deemed a contractual commitment will be included in the Final Contract as a direct provision thereof and not the entirety of the Proposal.

   1.3 By accepting the Proposal, Customer agrees to these terms and conditions.

   1.4 The fees set forth in the Proposal are valid for a period of 90 days.

2. **Standard Service Terms**

   2.1 AssetWorks shall provide guidance to Customer in determining the data required by AssetWorks for purposes of performing the Services. Customer agrees to provide AssetWorks with all data specifically requested, including documentation and information, (collectively, "Data") in a timely manner. In its performance of the Services, AssetWorks will rely on the Data provided by Customer. AssetWorks shall assume, without incurring liability therefore, that all Data provided by Customer is correct and complete. In the event that Customer provides additional and/or corrected Data at a later date, AssetWorks' efforts with respect to such additional and/or corrected Data shall be deemed additional Services and subject to additional fees.

   2.2 Customer agrees to cooperate with AssetWorks in providing access to Customer's property and assets as required for AssetWorks to perform the Services. Failure to provide such access will cause delay and be subject to additional fees.

   2.3 Project completion will be upon delivery of the final reports. Final report delivery occurs upon the earlier of: (i) acceptance of the preliminary reports by Customer or (ii) 10 business days after the date of preliminary report delivery, at which time the preliminary reports are then deemed the final reports.

   2.4 In the performance of the Services, AssetWorks will specifically exclude the following assets types from its analysis: intangible assets, easements, rights of way, records, drawings, software, fine arts, consumables, spare parts, and third party property.

3. **General Terms**

   3.1 AssetWorks will invoice 70% of the fees upon completion of the fieldwork portion of the project and the remaining 30% of fees upon delivery of the preliminary reports. Payments are due within 30 days of invoice date. Past due amounts may be subject to late fees of 1.5% per month.

3.2 Customer and AssetWorks shall each retain ownership of, and all right, title, and interest in and to, their respective pre-existing intellectual property and any derivatives thereof, and no license therein, whether express or implied, will be granted by the RFP or the Proposal. To the extent the parties wish to grant to the other license rights or interests in pre-existing intellectual property, mutually acceptable license terms shall be set forth in the Final Contract or other written agreement executed by the parties.

3.3 AssetWorks' aggregate liability under the Final Contract, whether in contract, tort, or otherwise, shall not exceed the amounts paid under the Final Contract during the 12-month period immediately preceding the claim and neither party shall be liable for any indirect, incidental, consequential, exemplary, special, or punitive damages including, without limitation, any damages resulting from loss of use, loss of business, loss of revenue, loss of profits, or loss of data, even if a party has been advised of the possibility of such damages.

10. Project Fees & Authorization

AssetWorks fees are based on the City of Jacksonville statement of values provided. Our fees for the proposed services, including expenses are:

Initial Here

2019 Standard AssetWorks Appraisal

- Appraisal of Buildings/Structures
- Primary COPE Data (Includes GPS Coordinates)
- Secondary Building Characteristics
- Value Comparison Reports
- Modeling of Building Contents
- Classification of Flood Zones

Estimated Total– 564 Structures **$84,600** _____

The above fees are based on the supplied property schedule which included 564 buildings/locations. Additional buildings/locations found in excess of 564 will be included at a fee of $150 per building.

Optional Service

- Catastrophe Modeling Characteristics $20 per building _____
  (Only for buildings without existing attributes)

Please indicate your acceptance of the services offered by executing the acceptance block and returning one copy of this document to the undersigned via fax at 215-354-1086. We look forward to working with you on this important project.

RESPECTFULLY OFFERED BY:
AssetWorks LLC

Melvin Ngayan
Regional Director

February 5, 2019

ACCEPTED BY:
City of Jacksonville

_____
Signature

_____
Name

_____
Title

_____
Date

Addendum A – Property List

Location name	Bldg. #	Bldg. Name	Address
POLICE AND FIRE PENSION BUILDING	001	POLICE AND FIRE PENSION BUILDING	1 W ADAMS STREET
ARENA GARAGE	001	ARENA GARAGE	1010 EAST ADAMS STREET
SUPERVISOR OF ELECTIONS OFFICE	001	OFFICE BUILDING	105 EAST MONROE STREET
JSO MOUNTED/CANINE POLICE	001	JSO MOUNTED/CANINE POLICE	1076 WEST DUVAL STREET
CHILDREN'S COMMISSION FACILITY	002	ADMINISTRATION AND DAYCARE CENTER	1095 A PHILIP RANDOLPH BOULEVARD
CHILDREN'S COMMISSION FACILITY	001	DAY CARE CENTER BUILDING	1095 A PHILIP RANDOLPH BOULEVARD
CITY HALL/SAINT JAMES BUILDING	001	CITY HALL/SAINT JAMES BUILDING	117 WEST DUVAL STREET
SPORTS COMPLEX	001	EVERBANK STADIUM	1201 EAST DUVAL STREET
SPORTS COMPLEX	006	AMPHITHEATRE	1201 EAST DUVAL STREET
FLORIDA THEATRE	001	FLORIDA THEATRE	128 EAST FORSYTH STREET
FIRE STATION 39	002	MARINE 3 STATION	1409 GATOR BOWL BOULEVARD
FIRE STATION 39	001	FIRE STATION 39	1408 GATOR BOWL BOULEVARD
METRO PARK	002	WAREHOUSE/RESTROOM BUILDING	1410 GATOR BOWL BOULEVARD
METRO PARK	003	CONCESSION/RESTROOM BUILDING	1410 GATOR BOWL BOULEVARD
METRO PARK	006	GREEN ROOM/OFFICE BUILDING	1410 GATOR BOWL BOULEVARD
METRO PARK	005	RESTROOM BUILDING 2	1410 GATOR BOWL BOULEVARD
FIRE MUSEUM (FIRE STATION 03)	001	FIRE MUSEUM	1410 GATOR BOWL DRIVE
POLICE AND FIRE PENSION PARKING	001	PARKING STRUCTURE	2 W MONROE STREET
ED BALL BUILDING	001	ED BALL/GARAGE	214 HOGAN STREET
CITY HALL/COUNTY COURTHOUSE	001	CITY HALL COUNTY COURTHOUSE ANNE	220 EAST BAY STREET
SNYDER MEMORIAL BUILDING	001	SNYDER MEMORIAL BUILDING	226 NORTH LAURA STREET
CLAUDE YATES GARAGE	001	CLAUDE YATES GARAGE	231 EAST ADAMS STREET
CLAUDE YATES BUILDING	001	CLAUDE YATES BUILDING	231 EAST FORSYTH STREET
SPORTS COMPLEX	002	VETERANS MEMORIAL ARENA	300 A PHILLIPS RANDOLPH BOULEVARD
TIMES UNION CENTER	001	TIMES UNION CENTER OF PERFORMING	300 WEST WATER STREET
SPORTS COMPLEX	003	BALL PARK OF JACKSONVILLE	301 A PHILLIPS RANDOLPH BOULEVARD
SPORTS COMPLEX	005	BALLPARK OUTFIELD RESTROOMS	301 A PHILLIPS RANDOLPH BOULEVARD
SPORTS COMPLEX	004	SPORTS GARAGE	301 EAST DUVAL STREET
MAIN LIBRARY	001	MAIN LIBRARY	303 NORTH LAURA STREET

Location name	Bldg. #	Bldg. Name	Address
MONTGOMERY CORRECTIONAL-INDUSTRY	001	PRISON INDUSTRY OFFICE-MECHANIC	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-RECORD	001	FILE RECORDS STORAGE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-SUPPLY	003	SUPPLY WAREHOUSE NEW BUILDING	4727 LANNIE ROAD
GUN RANGE	013	TRAINING SHOOT HOUSE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-SECURITY	001	SECURITY UNIT OFFICE BUILDING	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-OFFICE	001	MAIN ADMINISTRATION OFFICE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-KTCH	001	PRISON INDUSTRY KITCHEN STORAGE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-SUPPLY	002	SUPPLY WAREHOUSE MAIN OFFICE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-AC	001	AC SHOP	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-SUPPLY	001	SUPPLY STORAGE BUILDING	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-CLASSROO	001	SATELLITE CLASSROOM	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-SECSTG	001	STORAGE AREA SECURITY UNIT	4727 LANNIE ROAD
GUN RANGE	004	RIFLE RANGE OFFICE 2	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-HOUSE2	001	SECURITY HOUSE 2	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-GAS	001	GAS AND SERVICE AREA	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-FCLINIC	001	FEMALE CLINIC	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-HOUSE1	001	SECURITY HOUSE 1	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-NURSWH	001	NURSERY WAREHOUSE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-PISTG	001	PRISON INDUSTRY STORAGE I	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-TOWER	001	JSO TRAINING ACADEMY	4727 LANNIE ROAD
FIRE STATION 33	001	FIRE STATION 33	10800 NEW KINGS ROAD
FIRE STATION 53	001	FIRE STATION 53	4220 JONES ROAD
SOUTEL COMMUNITY HEALTH ANNEX	001	HEALTH ANNEX	5656 DUNMIRE AVENUE
DINSMORE COMMUNITY CENTER	001	COMMUNITY CENTER	7330 CIVIC CLUB DRIVE
DINSMORE PARK	001	RECREATION CENTER	7330 CIVIC CLUB DRIVE
DINSMORE PARK	002	RESTROOM BUILDING	7330 CIVIC CLUB DRIVE
LINCOLN VILLA COMMUNITY CENTER	001	COMMUNITY CENTER	7866 NEW KINGS ROAD
WHITEHOUSE PLAYGROUND	001	RESTROOM/SHELTER BUILDING	11100 GENERAL AVENUE
JAX BALDWIN RAIL TRAIL	001	CAMP MILTON CENTER	1175 HALSEMA ROAD NORTH

OLD FEDERAL COURTHOUSE	001	OLD FEDERAL COURTHOUSE (UNDER RE	311 WEST MONROE STREET
MERRILL HOUSE	001	MERRILL HOUSE	317 A PHILLIPS RANDOLPH BOULEVAR
MERRILL HOUSE	003	HISTORICAL SOCEITY OFFICE	317 A PHILLIPS RANDOLPH BOULEVAR
residential	001	LA VILLA FINK	324 NORTH BROAD ST
LIBRARY PARKING GARAGE	001	LIBRARY PARKING GARAGE	33 WEST DUVAL STREET
DUVAL COUNTY COURTHOUSE	001	DUVAL COUNTY COURTHOUSE	330 EAST BAY STREET
FIRE STATION 5 (OLD)	001	FIRE STATION 5 (OLD)	347 RIVERSIDE AVENUE
JAKE GODBOLD BUILDING	001	JAKE GODBOLD BUILDING	407 NORTH LAURA STREET
COMMUNITY CORRECTIONS CENTER	002	BUILDING B	451 CATHRINE STREET
COMMUNITY CORRECTIONS CENTER	001	BUILDING A	451 CATHRINE STREET
COMMUNITY CORRECTIONS CENTER	003	BUILDING C	451 CATHRINE STREET
COMMUNITY CORRECTIONS CENTER	004	BUILDING D	451 CATHRINE STREET
PRE-TRIAL DETENTION CENTER	001	PRE-TRIAL DETENTION CENTER	500 EAST ADAMS STREET
POLICE MEMORIAL BUILDING	001	POLICE MEMORIAL BUILDING	501 E BAY STREET
DUVAL COUNTY UNIFIED COURTHOUSE	001	DUVAL UNIFIED COURTHOUSE	501 WEST MONROE STREET
FIRE & RESCUE HEADQUARTERS	001	FIRE & RESCUE	515 NORTH JULIA STREET
WORK RELEASE FACILITY	001	WORK RELEASE FACILITY	515 VICTORIA STREET
PRE-TRIAL SERVICES	001	PRE-TRIAL SERVICES	535 NORTH WASHINGTON STREET
PARKING FACILITY	001	PARKING FACILITY	541 WEST WATER STREET
SULZ BACHER COMPLEX	001	SHELTER BUILDING	611 EAST ADAMS STREET
SULZ BACHER COMPLEX	002	OFFICE BUILDING	611 EAST ADAMS STREET
SULZ BACHER COMPLEX	003	DAYCARE BUILDING	611 EAST ADAMS STREET
FIRE STATION 1	001	FIRE STATION 1	611 LIBERTY STREET
FIRE STATION 4	001	FIRE STATION 4	639 WEST DUVAL STREET
FIRE STATION 4	002	FIRE STATION 4 EXTENSION	639 WEST DUVAL STREET
residential	001	GENOVAR'S HALL	644 W. ASHLEY STREET
POLICE ANNEX	001	JSO ANNEX AT 711 LIBERTY	711 LIBERTY STREET
residential	001	LA VILLA - JAX BISTRO	816 W UNION ST
JSO PROPERTY EVIDENCE FACILITY	001	JSO PROPERTY EVIDENCE FACILITY	829 HAINES STREET
JEA CREDIT UNION	001	JEA CREDIT UNION	980 MAIN STREET
PRIME OSBORNE CONVENTION CENTER	001	PRIME OSBORNE CONVENTION CENTER	1000 WEST BAY STREET
J S JOHNSON CENTER	001	J S JOHNSON CENTER	1112 JACKSON STREET
LA VILLA RECREATION CENTER	001	LA VILLA RECREATION CENTER	1199 WEST CHURCH STREET
WEST JAX FAMILY HEALTH CENTER	001	HEALTH CENTER	120 KING STREET
ANIMAL CARE AND PROTECTION	001	ANIMAL CARE AND PROTECTION	2020 FOREST STREET
FOREST PARK RECREATION CENTER	001	FOREST PARK RECREATION CENTER	2039 FOREST STREET
FIRE STATION 5 (OLD)	002	FIRE STATION 5 (NEW)	2433 FOREST STREET

FIRE STATION 57	001	FIRE STATION 57	11785 WEST BEAVER STREET
JEFFERSON PARK	002	RESTROOM BUILDING	320 JACKSON AVENUE
JEFFERSON PARK	001	CONCESSION BUILDING	320 JACKSON AVENUE
JONES STREET PARK	001	COMMUNITY CENTER	3300 JONES STREET
MARIETTA CENTER	001	MARIETTA CENTER	55 JACKSON AVENUE
OLD FIRE STATION 32	001	FIRE STATION 32	8179 HAMMOND BOULEVARD
JULIAN W BARRS	001	COMMUNITY CENTER	10151 CRYSTAL SPRINGS ROAD
NORMANDY SPORTS COMPLEX	001	CONCESSIONS	10727 NORMANDY BOULEVARD
FLORIDA ARMY NATIONAL GUARD	001	FLORIDA ANG ARMORY	13433 CROSSOVER STREET
GYM PRANDE	001	GYMNASIUM BUILDING	13531 LAKE NEWMAN STREET
EXCHANGE COMPLEX	001	OLD FOOD STORE BUILDING	13541 CECIL PINES STREET
M AND T COMPANY OFFICE	001	OFFICE BUILDING	13557 LAKE NEWMAN STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13602 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13603 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13604 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13606 PINE LINKS STREET
DUPLEX HOUSING #429	001	DUPLEX HOUSING #429	13607 PINE LINKS STEET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13608 PINE LINKS STREET
DUPLEX HOUSING #428	001	DUPLEX HOUSING #428	13609 PINE LINKS STREET
EQUESTRIAN CENTER	001	EQUESTRIAN CENTER	13611 NORMANDY BOULEVARD
EQUESTRIAN CENTER	006	LAKE NEWMAN COMMUNITY CENTER	13611 NORMANDY BOULEVARD
EQUESTRIAN CENTER	002	BARN A	13611 NORMANDY BOULEVARD
EQUESTRIAN CENTER	003	BARN B	13611 NORMANDY BOULEVARD
EQUESTRIAN CENTER	004	BARN C	13611 NORMANDY BOULEVARD
EQUESTRIAN CENTER	005	BARN D	13611 NORMANDY BOULEVARD
EQUESTRIAN CENTER	007	CONCESSION/PRESSBOX	13611 NORMANDY BOULEVARD
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13611 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13613 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13615 PINE LINKS STREET
CECIL PINES LIBRARY	001	CECIL PINES LIBRARY	13616 PINE HOME ROAD
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13617 PINE LINKS STREET
NAVAL POST OFFICE	001	POST OFFICE BUILDING	13618 LAKE FRETWELL STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13618 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13620 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13621 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13624 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13625 PINE LINKS STREET

residential	001	LA VILLA FINK	3 SMALL HOUSES 0 N. JEFFERSON ST.
FOREST PARK COMMUNITY HEALTH	001	FOREST PARK COMMUNITY HEALTH	418 STOCKTON STREET
residential	001	BREWSTER'S HOSPITAL	843 W MONROE ST
residential	001	LA VILLA	905 W FORSYTH ST
AGRICULTURE CENTER	001	DUVAL COUNTY EXTENSION OFFICE	1010 N. MCDUFF AVENUE
FIRE STATION 10	001	FIRE STATION 10	1055 SOUTH MCDUFF AVENUE
SURPLUS YARD	001	MAIN SURPLUS BUILDING 1	1096 MCDUFF AVENUE
SURPLUS YARD	002	SURPLUS BUILDING 2	1096 MCDUFF AVENUE
HAMMOND PARK	002	PRESSBOX/CONCESSION BUILDING	2142 MELSON AVENUE
URBAN GARDENING CENTER	001	URBAN GARDENING CENTER	2635 COMMONWEALTH AVENUE
WOODSTOCK COMMUNITY CENTER	001	COMMUNITY CENTER	2819 BEAVER STREET
WILLOW BRANCH LIBRARY	001	WILLOW BRANCH LIBRARY	2875 PARK STREET
HAMMOND PARK COMMUNITY CENTER	001	COMMUNITY CENTER	3312 WEST 12TH STREET
BOONE PARK PRO SHOP BUILDING	001	BOONE PARK PRO SHOP BUILDING	3730 PARK STREET
LACKAWANNA COMMUNITY CENTER	001	COMMUNITY CENTER	4046 NOLAN STREET
MURRAY HILL PARK	002	CONCESSION/RESTROOM BUILDING	4208 KINGSBURY STREET
MURRAY HILL ART CENTER	001	MURRAY HILL ART CENTER	4327 KERLE STREET
CRISWELL PARK COMPLEX	006	CONCESSION BUILDING	5372 PARK STREET
FIRE STATION 26	001	FIRE STATION 26	5710 PICKETVILLE ROAD
FIRE STATION 17	001	FIRE STATION 17	710 HURON STREET
MARIETTA CLINIC	001	HEALTH CLINIC BUILDING (VACANT)	8264 OLD PLANK ROAD
MURRAY HILL BRANCH LIBRARY	001	LIBRARY	918 EDGEWOOD AVENUE SOUTH
EASTSIDE CIVIC CENTER	001	EASTSIDE CIVIC CENTER	1050 FRANKLIN STREET
JSO VEHICLE IMPOUND WAREHOUSE	001	WAREHOUSE	1087 HAINES STREET
JSO PROPERTY WAREHOUSE	001	WAREHOUSE 3 (VACANT)	1089-1 HAINES STREET
JSO VEHICLE WAREHOUSE	001	WAREHOUSE 2	1089-2 HAINES STREET
ROBERT F KENNEDY CENTER	001	ROBERT F. KENNEDY CENTER	1133 IONIA STREET
ROBERT F KENNEDY POOL	002	SWIMMING POOL	1133 IONIA STREET
MOTOR VEHICLE INSPECTION STATION	001	VEHICLE INSPECTION BUILDING	1251 JESSIE STREET
MOTOR VEHICLE INSPECTION STATION	002	INSPECTION OFFICE BUILDING	1251 JESSIE STREET
FIRE STATION 2	001	FIRE STATION 2	1355 MAIN STREET
BROWN EASTSIDE BRANCH LIBRARY	001	BROWN EASTSIDE BRANCH LIBRARY	1390 HARRISON STREET
GLYNN MYRA CENTER YARD & OUTSIDE	001	CLUBHOUSE/RECREATION CENTER	1429 WINTHROP STREET
MARY SINGLETON CENTER	001	SENIOR CLUBHOUSE CENTER	150 E. 1ST STREET
TALLEYRAND MARINE TERMINAL	T32	Toyota "Main Box" (T-32)	1751 Talleyrand Avenue
TALLEYRAND MARINE TERMINAL	T39 A & B	Toyota Processing T-39A + B	1751 Talleyrand Avenue

DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13628 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13627 PINE LINKS STREET
DUPLEX HOUSING #416	001	DUPLEX HOUSING #416	13628 PINE LINKS STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13629 PINE LINKS STREET
NAVAL WAREHOUSE JEDC	001	WAREHOUSE	13636 LAKE FETWELL STREET
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	13638 PINE LINKS STREET
CECIL FIELD	001	CLUBHOUSE	13721 LAKE NEWMAN STREET
CECIL FIELD	001	CART BARN	13725 LAKE NEWMAN STREET
LAKE NEWMAN PARK	001	RECREATION CENTER	13851 LAKE NEWMAN STREET
WEST REGIONAL BRANCH LIBRARY	001	LIBRARY	1425 CHAFFEE ROAD S
NORMANDY PARK	001	CONCESSIONS	1729 LINDSEY ROAD
NORMANDY PARK	003	FILED HOUSE	1729 LINDSEY ROAD
NORMANDY CENTER	001	RESTROOM	1751 LINDSEY ROAD
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5909 LINKS NOTCH LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5911 LINKS NOTCH LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5913 LINKS NOTCH LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5914 PINE LINKS NOTCH
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5915 LINKS NOTCH LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5916 PINE LINKS NOTCH
DUPLEX HOUSING #435	001	DUPLEX HOUSING #435	5917 LINKS NOTCH LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5919 LINKS NOTCH LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5922 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5963 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5965 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5966 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5967 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5968 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5969 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5970 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5971 PINE STRAW LANE
DUPLEX HOUSING INTERNEXT	001	DUPLEX HOUSING INTERNEXT	5973 PINE STRAW LANE
CECIL PINES	001	COMMUNITY CENTER	6010 LAKE COVE ROAD
NAVAL OLD MCDONALD	001	OLD MCDONALD BUILDING	6011 NEW WORLD AVENUE
FAMILY HOUSINGINTERNEXT #142	001	HOUSING #142	6014 LAKE COVE AVENUE
FAMILY HOUSING	001	HOUSING #144	6016 LAKE COVE AVENUE
NAVAL OFFICE NORTHRUP GRUMMAN	001	OFFICE BUILDING	6017 NEW WORLD AVENUE

TALLEYRAND MARINE TERMINAL	T30	Toyota Finish and car wash (T-30)	1751 Talleyrand Avenue
TALLEYRAND MARINE TERMINAL	T31	Toyota Diagnostic center (T-31)	1751 Talleyrand Avenue
residential	001	9TH & MAIN	1850 N. MAIN STREET
TALLEYRAND MARINE TERMINAL	T39 A & B	west rock building	2002 18th st east
TALLEYRAND MARINE TERMINAL	T4	Facility Maint. (T-4)	2039 11th Street
TALLEYRAND MARINE TERMINAL	T6A&B	19th St. Whse (T-6A + B)	2052 19th Street
TALLEYRAND MARINE TERMINAL	T3	TMT Equip Maint (T-3)	2064 11th Street
TALLEYRAND MARINE TERMINAL	T2	TMT Ops (T-2)	2064 11th Street
MEDICAL EXAMINER	002	AUTOPSY BUILDING	2100 JEFFERSON STREET
MEDICAL EXAMINER	001	MAIN BUILDING	2100 JEFFERSON STREET
MEDICAL EXAMINER	003	DECOMPOSE BUILDING	2100 JEFFERSON STREET
EAST JAX COMMUNITY HEALTH CLINIC	001	HEALTH CLINIC BUILDING (VACANT)	2104 FRANKLIN STREET
TALLEYRAND MARINE TERMINAL	T5	Wescott Whse (T-5)	2139 Wescott
DIVISION BUILDING 2	001	WAREHOUSE BUILDING 2 (VACANT)	230 CONFEDERATE STREET
TALLEYRAND MARINE TERMINAL	T22	Whs # 9-(T-22)	2701 Talleyrand Avenue
FIRE DEPARTMENT STOREROOM	001	FIRE DEPARTMENT STOREROOM	2728 TALLEYRAND AVENUE
FIRE STATION 11	001	FIRE STATION 11	2732 TALLEYRAND AVENUE
TALLEYRAND MARINE TERMINAL	T1	PCOB (T-1)	2831 Talleyrand Avenue
TALLEYRAND MARINE TERMINAL	T9	Roadability Bldg (T-9)	3001 Talleyrand Avenue
TALLEYRAND MARINE TERMINAL	T8	Container Inspection Area (T-8)	3001 Talleyrand Avenue
TALLEYRAND MARINE TERMINAL	T20	Equip Wash Fac. (T-20)	3001 Talleyrand Avenue
TALLEYRAND MARINE TERMINAL	T17	Container Wash Fac. (T-17)	3001 Talleyrand Avenue
BRENTWOOD BRANCH LIBRARY	001	BRENTWOOD BRANCH LIBRARY	3725 PEARL ST.
VICTIM SERVICES BUILDING	001	VICTIM SERVICES BUILDING	403 W. 10TH STREET
LONGBRANCH COMMUNITY CENTER	001	SENIOR CLUBHOUSE CENTER	4110 FRANKLIN STREET
FIRE STATION 9	001	FIRE STATION 9	4560 MAIN STREET
CENTRAL HEALTH PLAZA	001	HEALTH CENTER BUILDING (LEASED)	515 W. 6TH STREET
CENTRAL HEALTH PLAZA	002	HEALTH CENTER BLDG 2 (LEASED)	515 W. 6TH STREET
JACKSONVILLE HEALTH CENTER	001	JAX HEALTH CENTER ADMIN BUILDING	515 WEST 6TH STREET
JACKSONVILLE HEALTH CENTER	002	WEST BUILDING	515 WEST 6TH STREET
HOBBYLAND (BRENTWOOD) CENTER	001	HOBBYLAND CENTER BUILDING	561 W. 25TH STREET
RITZ THEATRE	001	THEATRE AND MUSEUM BUILDING	829 N DAVIS STREET
OLD ARMORY BRICK BUILDING	001	OLD BRICK OFFICE BUILDING	851 NORTH MARKET STREET
JSO ARCHIVES AND WAREHOUSE	001	WAREHOUSE BUILDING	909 HAINES STREET

HOUSING INTERNEXT	001	HOUSING INTERNEXT	6102 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6103 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6108 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6109 LAKE NEWMAN COURT
NAVAL CHAPEL	001	CHAPEL	6112 NEW WORLD AVENUE
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6114 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6115 LAKE NEWMAN COURT
NAVAL VA OFFICE	001	OFFICE BUILDING	6115 NEW WORLD AVENUE
NAVAL OLD HOSPITAL (CLINIC)	001	CLINIC BUILDING	6118 NEW WORLD AVENUE
NAVAL OLD HOSPITAL (CLINIC)	002	STORAGE BUILDING	6118 NEW WORLD AVENUE
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6120 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6121 LAKE NEWMAN COURT
VACANT BUILDING	001	VACANT BUILDING	6125 AUTHORITY AVENUE
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6126 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6127 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6132 LAKE NEWMAN COURT
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6133 LAKE NEWMAN COURT
J A JONES FACILITY	001	OFFICE BUILDING	6134 AUTHORITY AVENUE
HOUSING INTERNEXT	001	HOUSING INTERNEXT	6139 LAKE NEWMAN COURT
SPACE BIONETICS FACILITY 374	001	FACILITY 374	6146 AUTHORITY AVENUE
SPACE BIONETICS	001	ADMINISTRATION	6146 LAKE COVE AVENUE
NADEP FACILITY 832	001	FACILITY 832	6201 CARGO HOLD AVENUE
NADEP FACILITY 338	001	FACILITY 338	6206 AVIATION AVENUE
FCCJ FACILITY 8	001	FACILITY 8	6219 AUTHORITY AVENUE
NAVAL STORAGE NGC	001	WAREHOUSE NGC BUILDING	6222-1 NEW WORLD AVENUE
FIRE STATION 32	001	FIRE STATION 32	8140 LENOX ROAD
CECIL COMMUNITY CENTER	001	COMMUNITY CENTER BUILDING	FCLTY # 333
CHUCK ROGERS PARK	001	RESTROOM/CONCESSION BUILDING	11950 SAN JOSE BOULEVARD
CUBA HUNTER PARK	001	COMMUNITY CENTER	11964 MANDARIN ROAD
WALTER JONES HISTORICAL PARK	001	MUSEUM BUILDING	11964 MANDARIN ROAD
WALTER JONES HISTORICAL PARK	003	OLD HOUSE MUSEUM BUILDING	11964 MANDARIN ROAD
ALBERT FIELD	001	RESTROOM/CONCESSION BUILDING	12073 BRADY ROAD
SOUTH MANDARIN BRANCH LIBRARY	001	LIBRARY	12125 SAN JOSE BOULEVARD
MANDARIN PARK	001	RESTROOM AND PIER	14780 MANDARIN ROAD

MOWER 7 AND CARPENTER SHOP	001	MOWER 7 AND CARPENTER SHOP	928 LIBERTY STREET
DIVISION BUILDING	001	WAREHOUSE BUILDING 1	930 N. LIBERTY STREET
CONFEDERATE PARK	001	PUBLIC WORKS BUILDING	958 HUBBARD STREET
CONFEDERATE PARK	001	RESTROOM BUILDING	958 HUBBARD STREET
JACKSONVILLE MARITIME MUSEUM	001	MUSEUM BUILDING	1015 MUSEUM CIRCLE
JACKSONVILLE MARITIME MUSEUM	001	JACKSONVILLE MARITIME MUSEUM	1015 MUSEUM CIRCLE
M.O.S.H	001	M.O.S.H	1025 MUSEUM CIRCLE
FIRE STATION 13	001	FIRE STATION 13	1411 ATLANTIC BOULEVARD
OLD SOUTHSIDE CITY HALL	001	OLD SOUTHSIDE CITY HALL	1489 HENDRICKS AVENUE
SAN MARCO BRANCH LIBRARY	001	LIBRARY AND RECREATION BUILDING	1513 LASALLE STREET
SOUTHSIDE PARK COMPLEX	001	SOUTHSIDE PARK PRO SHOP BUILDING	1541 HENDRICKS AVENUE
PINE FOREST COMPLEX	001	COMMUNITY CENTER BUILDING	2335 GATTIS LANE
PINE FOREST COMPLEX	004	SWIMMING POOL	2335 GATTIS LANE
PINE FOREST COMPLEX	002	DRESSING/SHOWER BUILDING	2335 GATTIS LANE
LILLIAN SAUNDERS CENTER	001	LILLIAN SAUNDERS CENTER	2759 BARTLEY CIRCLE
FIRE STATION 12	001	FIRE STATION 12	3408 ATLANTIC BOULEVARD
CUBA HUNTER PARK	002	RECREATION BUILDING	3620 HUNTER ROAD
CUBA HUNTER PARK	001	SENIOR CLUBHOUSE BUILDING	3620 HUNTER ROAD
GIRLS CLUB	001	CLUB	3702 STANLEY STREET
PINE FOREST COMMUNITY HEALTH ANNEX	001	PINE FOREST COMMUNITY HEALTH ANNEX	4035 GRANT ROAD
FRIENDSHIP PARK & FOUNTAIN	001	WATER FOUNTAIN W/ PUMPHOUSE	901 GULF LIFE DRIVE
OCEANWAY SENIOR CENTER	002	OCEANWAY RECREATION BUILDING	12215 SAGO AVENUE WEST
OCEANWAY SENIOR CENTER	001	OCEANWAY CIVIC CENTER BUILDING	12215 SAGO AVENUE WEST
CARVILL COMMUNITY CENTER	001	COMMUNITY CENTER	1302 CARVILL AVENUE
CARVILL COMMUNITY CENTER	003	POOL BUILDING	1302 CARVILL AVENUE
CARVILL COMMUNITY CENTER	002	POOL W/FILTER BUILDING	1302 CARVILL AVENUE
BRADHAM BROOKS BRANCH LIBRARY	001	LIBRARY	1755 EDGEWOOD AVENUE WEST
YANCY PARK	001	RESTROOM BUILDING	3352 SOUTEL DRIVE
FORESTVIEW COMMUNITY CENTER	001	COMMUNITY CENTER	4203 KENNOLE DRIVE
BEVERLY HILLS COMMUNITY CENTER	001	COMMUNITY CENTER	4511 PORTSMOUTH AVENUE
FIRE STATION 38	002	DOCK/MARINA	469 TROUT RIVER DRIVE
FIRE STATION 38	001	FIRE STATION 38	469 TROUT RIVER DRIVE
JOSEPH LEE COMMUNITY CENTER	001	COMMUNITY CENTER	5120 PERRY STREET
LEGENDS CENTER	001	LEGENDS CENTER	5130 SOUTEL DRIVE
RECREATION MAINTENANCE COMPLEX	001	RECREATION MAINTENANCE BUILDING	555 WEST 44TH STREET
RECREATION MAINTENANCE COMPLEX	002	MAINTENANCE BUILDING - SHOP B	555 WEST 44TH STREET

PABLO CREEK LIBRARY	001	LIBRARY	13295 BEACH BOULEVARD
ED AUSTIN PARK	001	SENIOR CENTER BUILDING	11751 MCCORMICK ROAD
ED AUSTIN PARK	003	BASEBALL RESTROOM/CONCESSION BLD	11751 MCCORMICK ROAD
ED AUSTIN PARK	002	SOCCER RESTROOM/CONCESSION BLDG	11751 MCCORMICK ROAD
LEONARD ABESS PARK	001	RESTROOM BUILDING	12743 LEONARD ABESS BOULEVARD
FIRE STATION 59	001	FIRE STATION 59	14097 WILLIAM DAVIS PARKWAY
FIRE STATION 58	001	FIRE STATION 58	251 JOEANDY ROAD
CASTAWAY PARK	001	RESTROOM BUILDING	2885 SAN PABLO ROAD
FIRE STATION 29	001	FIRE STATION 29	3739 MCCORMICK ROAD
JACKSONVILLE BEACH PIER	002	PIER	503 NORTH 1ST STREET
EAST AREA YARD COMPLEX	001	EAST DIVISION OFFICE BUILDING	609 ST JOHNS BLUFF ROAD
EAST AREA YARD COMPLEX	003	EAST DIVISION WAREHOUSE	609 ST JOHNS BLUFF ROAD
EAST AREA YARD COMPLEX	002	EAST DIVISION SUPPLY BUILDING	609 ST JOHNS BLUFF ROAD
CRAIG FIELD HANGAR 14	001	MOSQUITO UNIT HANGAR 14	855 ST JOHNS BLUFF ROAD
SHERIFF'S AVIATION UNIT	001	AVIATION UNIT HANGAR 16 BLDG	855-16 ST JOHNS BLUFF ROAD N
SUNNY ACRES RECREATION COMPLEX	001	RECREATION BUILDING	9429 MERRILL RD.
SUNNY ACRES RECREATION COMPLEX	002	DRESSSING/SHOWER BUILDING	9429 MERRILL ROAD
FIRE STATION 30	001	FIRE STATION 30	9735 FIRST FEDERAL DR
REGENCY SQUARE BRANCH LIBRARY	001	LIBRARY	9900 REGENCY SQUARE
FIRE STATION 37	001	FIRE STATION 37	10151 NORTH BUSCH DRIVE
HUGUENOT PARK	001	OFFICE BUILDING	10980 HECKSCHER DRIVE
HUGUENOT MEMORIAL PARK	002	RESTROOM BUILDING	10980 HECKSHER DRIVE
alimacani park	003	PIER / DOCK	11080 HECKSHER DRIVE
FIRE STATION 49	001	FIRE STATION 49	14860 YELLOW BLUFF RD
FIRE STATION 45	001	FIRE STATION 45	15725 SAWPIT ROAD
BLACK HAMMOCK	001	COMMUNITY CENTER	15770 SAWPIT EXT. ROAD
WILLIAM F. SHEFFIELD REGIONAL PARK	001	Concession Building	3659 NEW BERLIN ROAD
BLOUNT ISLAND MARINE TERMINAL	Blount Island	TRANSIT SHED B-35	5050 propeller drive
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Container Freight Station (B-25)	5160 William Mills St.
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APM- MAINT BLDG B-55	5800 William Mills Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APM Office B-54	5800 William Mills Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APM-Reefer Wash B-56	5800 William Mills Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APM-Roadability Bldg (B-53)	5800 William Mills Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	EQUIP MAINT (B-60, 61)	5945 William Mills Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Fac. Maint & Storage Bldg (B-62)	5945 William Mills Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	BI Administration Building (B-59)	5945 William Mills Blvd

RECREATION MAINTENANCE COMPLEX	003	GAS STATION	555 WEST 44TH STREET
NORWOOD CLINIC	001	NORWOOD CLINIC	5701 CASTELLANO AVENUE
MONCRIEF COMMUNITY CENTER	001	COMMUNITY CENTER	5713 TEELER AVENUE
FIRE STATION 15	001	FIRE STATION 15	6403 NORTH PEARL STREET
JOSEPH COMMUNITY CENTER	001	COMMUNITY CENTER	6943 BUFFALO AVENUE
CHARLES CLARK PARK	004	POOL W/POOL BUILDING	8793 SIBBALD ROAD
CHARLES CLARK PARK	001	COMMUNITY CENTER	8793 SIBBALD ROAD
CHARLES CLARK PARK	002	RESTROOM/PRESSBOX BUILDING	8793 SIBBALD ROAD
CHARLES CLARK PARK	003	POOL RESTROOM BUILDING	8793 SIBBALD ROAD
RIVERVIEW COMMUNITY HEALTH ANNEX	001	HEALTH ANNEX	9216 1ST AVENUE
FIRE STATION 24	001	FIRE STATION 24	9247 LEM TURNER ROAD
RIVERVIEW COMMUNITY CENTER	001	COMMUNITY CENTER	9829 WATER STREET
MITCHELL PARK CENTER	001	MITCHELL PARK CENTER	1010 ACORN STREET
THE ARC OF JACKSONVILLE	001	THE ARC OF JACKSONVILLE	1050 NORTH DAVIS STREET
WESTSIDE COMMUNITY CENTER	001	COMMUNITY CENTER	1061 LINE STREET
WESTSIDE SENIOR CENTER	001	SENIOR CENTER	1063 LINE STREET
MALIVIA WASHINGTON YOUTH CENTER	001	YOUTH CENTER	1096 6TH STREET
EMMETT REED RECREATION CENTER	001	RECREATION CENTER	1139 WEST 6TH STREET
EMMETT REED RECREATION CENTER	002	POOL W/POOL BUILDING	1139 WEST 6TH STREET
LEASED TO LA ALPHA	001	DAYCARE CENTER	1225 WEST 29TH STREET
PEARSON DAYCARE CENTER	001	DAYCARE CENTER	1314 WEST UNION STREET
JEFFERSON CENTER	001	POOL W/POOL BUILDING	1356 JEFFERSON STREET
JOE JAMES COMMUNITY CENTER	001	COMMUNITY CENTER	1631 HURST PLACE
SCHELL-SWEET COMMUNITY CENTER	001	SCHELL-SWEET COMMUNITY CENTER	1697 KINGS ROAD
JAMES P. SMALL BALL PARK	001	JAMES P SMALL BALL PARK	1701 MYRTLE AVENUE
LOUIS DINAH SENIOR CENTER	001	SENIOR CENTER	1805 FLAG STREET
ADOLPH WURN POOL	001	POOL W/RESTROOM/PAVILION	2115 DEAN ROAD
SHANDS RESCUE 4 STATION	001	SHANDS RESCUE 4 STATION	2119 NORTH DAVIS STREET
DALLAS GRAHAM BRANCH LIBRARY	001	LIBRARY	2304 NORTH MYRTLE AVENUE
FIRE STATION 07	001	FIRE STATION 07	2436 DIVISION STREET
GRAND PARK	004	POOL	2500 WEST 20TH STREET
GRAND PARK	001	COMMUNITY CENTER	2500 WEST 20TH STREET
GRAND PARK	002	POOL RESTROOM BUILDING	2500 WEST 20TH STREET

PALMS FISH CAMP	001	PALMS FISH RESTAURANT(VACANT)	6359 HECKSHER DRIVE
BLOUNT ISLAND MARINE TERMINAL	Blount Island	switch gear building	7000 plimsoll st
SISTERS CREEK MARINA	001	GREATER JACKSONVILLE KINGFISH	8203 HECKSCHER DRIVE
SISTERS CREEK MARINA	002	GUN RANGE STORAGE/VAULT 1	8203 HECKSCHER DRIVE
BLOUNT ISLAND MARINE TERMINAL	Blount Island	US Army 832nd Military building (B-47)	8675 Maritime Street
BLOUNT ISLAND MARINE TERMINAL	Blount Island	PortusTrailer Maint (B-41)	8693 Maritime Street
BLOUNT ISLAND MARINE TERMINAL	Blount Island	WWL Offices- Processing Bldg B-63	8975 Dave Rawls & William Mills Blvd (NEW)
BLOUNT ISLAND MARINE TERMINAL	Blount Island	WWL Car Wash B-64	8975 Dave Rawls & William Mills Blvd (NEW)
BLOUNT ISLAND MARINE TERMINAL	Blount Island	WWL Parts Storage B-65	8975 Dave Rawls & William Mills Blvd (Old)
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Portus Transit Shed #3 (B-19)	8998 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Amports Auto Processing Facility (Porsche) B-9	9105 blount island dr
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APS- Processing Facility (B14)	9240 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APS - Acc. Wash + Coating Bldg (B 18)	9240 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APS- FlexibleInspectionShop/CarWash (B-17)	9240 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APS- Office building (B-14A)	9240 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Annex Building (B-15)	9240 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	B16 A APS Detailing Facility	9240 Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	APS Wash Facility B16-B	9240 Blount Island Blvd
FIRE STATION 40 (NEW)	001	FIRE STATION 40 (NEW)	9350 HECKSCHER DRIVE
HECKSCHER RECREATION CENTER	001	RECREATION BUILDING (VACANT)	9350 HECKSHER DRIVE
OLD FIRE STATION 40	001	OLD FIRE STATION 40	9363 HECKSHER DRIVE
BLOUNT ISLAND MARINE TERMINAL	Blount Island	FIRE STATION (B-7)	9487 blount island blvd
Security Operation Center (D-20)	SOC	Security Operation Center (D-20)	9530 New Berlin Road
ICTF(intermodal container transfer facility)	ICTF	Administration Building	9600 New Berlin Road
ICTF(intermodal container transfer facility)	ICTF	Canopy	9600 New Berlin Road
ICTF(intermodal container transfer facility)	ICTF	PEMB maintenance shed	9600 New Berlin Road
ICTF(intermodal container transfer facility)	ICTF	Maintenance Building	9600 New Berlin Road
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Bi Ops and A C C (B-1)	9620 Dave Rawls Blvd.
DAMES POINT TERMINAL	Dames Point	Interim Cruise Terminal Bldg + Canopies	9810 August Drive
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Portus Roadability (B-42)	Blount Island Blvd
BLOUNT ISLAND MARINE TERMINAL	Blount Island	Portus MOB (B-45)	Blount Island Blvd
MAYPORT COMMUNITY CENTER	001	MAYPORT COMMUNITY CENTER	4870 OCEAN STREET
HANNA PK FIRE & RESCUE VEHICLE STORAGE	001	HANNA PK FIRE & RESCUE VEHICLE STORAGE	500 WONDERWOOD DR.

GRAND PARK	005	RESTROOM BUILDING	2500 WEST 20TH STREET
SCOTT PARK	001	RECREATION CENTER	2745 HAMILTON CIRCLE
FIRE STATION 36	001	FIRE STATION 36	2936 LIPPIA ROAD
FIRE STATION 18	001	FIRE STATION 18	3504 MYRTLE AVENUE
SIMONDS JOHNSON RECREATION CNTR	001	RECREATION CENTER	3730 MONCRIED ROAD
BESSIE CIRCLE HOUSE	001	HOUSE	4531 BESSIE CIRCLE WEST
BROWN PARK PRO SHOP	001	PRO SHOP	4575 MONCRIEF ROAD
GEORGE KERNS COMPLEX	001	COMMUNITY CENTER	4767 MONCRIEF ROAD
GEORGE KERNS POOL	002	POOL W/POOL BUILDING	4767 MONCRIEF ROAD
GEORGE KERNS COMPLEX- northside main year	001	MAIN OFFICE	4767 MONCRIEF ROAD
GEORGE KERNS COMPLEX- northside main year	003	BUILDING 2	4767 MONCRIEF ROAD
GEORGE KERNS COMPLEX- northside main year	005	SUPPLY OFFICE/GARAGE	4767 MONCRIEF ROAD
GEORGE KERNS COMPLEX- northside main year	004	BUILDING 3	4767 MONCRIEF ROAD
GEORGE KERNS POOL	001	POOL RESTROOM BUILDING	4767 MONCRIEF ROAD
MAYPORT	001	FUEL TANK #1	4870 OCEAN STREET
MAYPORT	002	FUEL TANK #2	4870 OCEAN STREET
residential	001	FLETCHA BLDG.	641 W 4th Street
NIPS SAMS MEMORIAL PARK	001	RESTROOM BUILDING	7000 RICHARDSON ROAD
LONNIE MILLER PARK	001	RESTROOM BUILDING	7689 PRINCE LANE
WESTBROOK PARK COMMUNITY CENTER	001	COMMUNITY CENTER	918 GARFIELD ROAD
FORT GEORGE	001	FERRY PAVILION	HECKSCHER DRIVE
FIRE STATION 22	001	FIRE STATION 22	2032 JAMMES ROAD
DUVAL CO HEALTH DEPARTMENT	001	DUVAL CO HEALTH DEPARTMENT	3921 FIRESTONE ROAD
FIRE STATION 14	001	FIRE STATION 14	4242 HERSCHEL STREET
FIRE STATION 23	001	FIRE STATION 23	5323 ORTEGA BOULEVARD
WARRINGTON PARK	003	RESTROOMS	5434 SAN JUAN AVENUE
CEDAR HILLS PARK	001	CONCESSION/RESTROOM BUILDING	6709 WATOMA STREET
LANE WILEY SENIOR CENTER	001	LANE WILEY SENIOR CENTER	6710 WILEY ROAD
WEBB WESCONNETT LIBRARY	001	WEBB WESCONNETT LIBRARY	6887 103RD STREET
ML GIBBS COMMUNITY CENTER	001	COMMUNITY CENTER	6974 WILSON BOULEVARD
STATE OF FLORIDA - DSMV	001	STATE OF FLORIDA - DSMV	7439 WILSON ROAD
WAREHOUSE AND STORAGE SITE	001	WAREHOUSE BUILDING	7441 WILSON BOULEVARD
FIRE STATION 60	001	FIRE STATION 60	7443 WILSON BOULEVARD
residential	001	CLEANERS	8201 103RD ST

HANNA PARK STORE	001	HANNA PARK STORE	500 WONDERWOOD DRIVE
HANNA PARK REC CENTER	001	HANNA PARK REC CENTER	500 WONDERWOOD DRIVE
HANNA PARK	002	CONCESSIONS SOUTH LOT 6-7	500 WONDERWOOD DRIVE
HANNA PARK	001	RANGERS HOUSE	500 WONDERWOOD DRIVE
HANNA PARK	001	ENTRY BUILDING	500 WONDERWOOD DRIVE
HANNA PARK	001	RESTROOM BUILDINGS SOUTH LOT 6-7	500 WONDERWOOD DRIVE
HANNA PARK LOT 8 RESTROOM	001	HANNA PARK LOT 8 RESTROOM	500 WONDERWOOD DRIVE
FIRE STATION 41	001	FIRE STATION	985 GAVAGAN ROAD
MAXVILLE RECREATION COMPLEX	001	RECREATION BUILDING	18065 PENNSYLVANIA AVE
MAXVILLE STATION 43	001	FIRE TOWER	18255 PENNSYLVANIA AVENUE
TRAIL RIDGE LANDFILL	001	MAINTENANCE BUILDING	5110 U S.301 HIGHWAY
TRAIL RIDGE LANDFILL	001	MAIN OFFICE BUILDING	5110 U S 301 HIGHWAY
FIRE STATION 46	001	FIRE STATION 46	610 OLIVER W STREET
MAXVILLE BRANCH LIBRARY	001	LIBRARY	8375 MAXVILLE BOULEVARD
RINGHAVER PARK	001	SOCCER RESTROOM/CONCESSION BLDG	5198 118TH STREET
RINGHAVER PARK	003	BASEBALL RESTROOM/CONCESSION BLD	5198 118TH STREET
FIRE STATION 25	001	FIRE STATION 25	5423 MANOR DRIVE
FIRE STATION 31	001	FIRE STATION 31	5527 HILLMAN DRIVE
WESCONNETT FAMILY HEALTH CENTER	001	HEALTH CENTER BUILDING	5917 105TH. STREET
WESCONNETT ELEM COMPLEX	002	WEIGHTROOM BUILDING	6045 105TH STREET
FIRE STATION 52	001	FIRE STATION 52	6130 COLLINS ROAD
TILLIE FOWLER PARK	001	COMMUNITY CENTER	7000 ROOSEVELT BOULEVARD
WHEAT FIELD PARK 2	001	CONCESSION/PRESSBOX BILDING	7708 WHEAT ROAD
ARGYLE BRANCH LIBRARY	001	LIBRARY	7973 OLD MIDDLEBURG ROAD
MCGRITS CREEK PARK	003	COMMUNITY BUILDING	8435 118TH STREET
MCBRITS CREEK COMPLEX	001	COMMUNITY CENTER BUILDING	8435 118TH STREET
MCGRITS CREEK PARK	002	CONCESSION PRESSBOX	8435 118TH STREET
MCBRITS CREEK COMPLEX	002	CONCESSION/RESTROOM BUILDING	8435 118TH STREET
MCGRITS CREEK PARK	001	JSO TRAILER	8435 118TH STREET
BEACHWOOD CENTER	001	RECREATION BUILDING	11758 MARINA DRIVE
SOUTHSIDE ESTATES PARK	001	CONCESSION/RESTROOM/PRESBOX BLDG	9827 JUPITER COURT N
PATTON PARK	001	CONCESSION/RESTROOM BUILDING	2850 HODGES BOULEVARD
FIRE STATION 50	001	FIRE STATION 50	12701 BEACH BOULEVARD
BEACHES SENIOR CENTER	001	BEACHES SENIOR CENTER	281 19TH AVENUE SOUTH

FIRE STATION 19	001	FIRE STATION 19	1072 ROGERO ROAD
ARLINGTON SENIOR CENTER	001	SENIOR CENTER	1078 ROGERO ROAD
JUSTINA PARK	001	NEIGHBORHOOD CENTER	3143 JUSTINA ROAD
WARRINGTON PARK	001	RESTROOM BUILDING	328 NORTH BOWLAN STREET
BLUE CYPRESS PARK	001	COMMUNITY CENTER	4012 UNIVERSITY BOULEVARD
BLUE CYPRESS PARK	003	POOL W/POOL BUILDING	4012 UNIVERSITY BOULEVARD
BLUE CYPRESS PARK	002	RESTROOM BUILDING	4012 UNIVERSITY BOULEVARD
WOODLAND ACRES SENIOR CENTER	001	SENIOR CENTER	465 ACME STREET
NORMAN STUDIOS	002	RESIDENCE	6337 ARLINGTON ROAD
NORMAN STUDIOS	001	WAREHOUSE	6337 ARLINGTON ROAD
WOODLAND ACRES CENTER	001	WOODLAND ACRES CENTER	8200 KONA AVENUE
FIRE STATION 20	001	FIRE STATION 20	1443 HUFFINGHAM ROAD
PUBLIC WORKS SOUTH AREA	001	EMPLOYEE FACILITY/SUPPLY BLDG	2915 PARENTAL HOME RD.
PUBLIC WORKS SOUTH AREA	001	ADMINISTRATION OFFICE	2915 PARENTAL HOME ROAD
VICTORIA PARK	001	RESTROOM BUILDING	2948 KNIGHTS LANE
DANIEL MEMORIAL BUILDING	001	DANIEL MEMORIAL BUILDING(LEASED)	2951 PARENTAL HOME RD.
DREW FIELD	001	CONCESSION/PRESSBOX BUILDING	6621 SOUTH BARNES ROAD
DREW FIELD	002	RESTROOMS BUILDING	6621 SOUTH BARNES ROAD
MORGAN PARK	001	RESTROOM/CONCESSION/PRESSBOX BLD	6736 BEACH BOULEVARD
BRACKRIDGE PARK	001	RESTROOM BUILDING	8650 NEWTON ROAD
FIRE STATION 28	001	FIRE STATION 28	9200 HOGAN ROAD
FIRE STATION 21	001	FIRE STATION 21	6272 POWERS AVENUE
JSO WOLFSON SUBSTATION - ZONE 3	001	JSO WOLFSON SUBSTATION - ZONE 3	7100 POWERS AVENUE
BAKER SKINNER PARK	001	CONCESSION STAND/PRESS BOX	7641 POWERS AVENUE
ALEJANDRO GARCES CAMP TOMAHAWK	001	PRE-ENGINEERED HOUSE	8400 SAN ARDO DRIVE
BETHESDA COMPLEX-COMMUNITY	001	COMMUNITY BUILDING	10790 KEY HAVEN BOULEVARD
FIRE STATION 34	001	FIRE STATION 34	11306 ROSS BOULEVARD
OCEANWAY SENIOR CENTER	005	DRESSING/SHOWER BUILDING	12215 SAGO AVENUE
FIRE STATION 35	001	FIRE STATION 35	12651 NORTH MAIN STREET
MOSQUITO CONTROL COMPLEX	001	MAIN OFFICE BUILDING	1321 EASTPORT ROAD
MOSQUITO CONTROL COMPLEX	001	CHEMICAL WAREHOUSE	1321 EASTPORT ROAD
MOSQUITO CONTROL COMPLEX	001	MAIN HANGAR BUILDING 1	1321 EASTPORT ROAD
THOMAS MARSHALL PARK RESTROOM	001	RESTROOM/CONCESSION BUILDING	1474 ELMAR ROAD
HIGHLAND REGIONAL BRANCH LIBRARY	001	HIGHLAND REGIONAL BRANCH LIBRARY	1826 DUNN AVENUE

FIRE/ RESCUE 71	001	FIRE/ RESCUE 71	396 1ST AVENUE SOUTH
JACKSONVILLE BEACH PIER	001	RESTROOM BUILDING	503 NORTH 1ST STREET
PUBLIC WORKS-TRAFFIC OPERATIONSA	001	MAIN BUILDING (SIGNALS AND SIGNS)	1007 SUPERIOR STREET
PUBLIC WORKS-TRAFFIC OPERATIONSC	001	WAREHOUSE AND STORAGE	1007 SUPERIOR STREET
PUBLIC WORKS-TRAFFIC OPERATIONSB	001	STORAGE BUILDING AND MACHINE SHOP	1007 SUPERIOR STREET
PUBLIC WORKS-COMMUNICATIONS	001	COMMUNICATIONS BUILDING	1020 SUPERIOR STREET
PUBLIC WORKS-FLEET D	001	SERVICE STATION	1021 SUPERIOR STREET
PUBLIC WORKS-POLICE	001	POLICE SUBSTATION ZONE 5 AND REENT	1024 SUPERIOR STREET
PUBLIC WORKS-FLEET B	001	SERVICE ENTRANCE	1025 SUPERIOR STREET
PUBLIC WORKS-SOLID WASTE A	001	SOLID WASTE OFFICE	1031 SUPERIOR STREET
PUBLIC WORKS-SOLID WASTE B	001	SOLID WASTE GARAGE	1050 SUPERIOR STREET
WEST JAX COMMUNITY HEALTH ANNEX	001	HEALTH ANNEX	2133 BROADWAY AVENUE
NEW CANNING CENTER	001	CANNING WAREHOUSE	2525 COMMONWEALTH AVENUE
ANIMAL CARE AND PROTECTION	001	ANIMAL CARE AND PROTECTION	2580 WEST 1ST STREET
PUBLIC WORKS-FLEET	001	FLEET MANAGEMENT CENTRAL GARAGE	2581 COMMONWEALTH AVENUE
PUBLIC WORKS-FLEET	005	OLD BIODIESEL BUILDING	2581 COMMONWEALTH AVENUE
PUBLIC WORKS-FLEET	003	CAR WASH PAVILION	2581 COMMONWEALTH AVENUE
PUBLIC WORKS-SAFETY	001	OFFICE BUILDING-ASH REMEDIATION	2936 WEST 1ST STREET
WEST YARD - A	002	EQUIPMENT CONTROL BUILDING	2637 WEST 1ST STREET
WEST YARD - A	001	WEST ADMINISTRATION BUILDING	2637 WEST 1ST STREET
WEST YARD - C	001	WEST AREA SUPPLY BUILDING	2639 WEST 1ST STREET
TIRE SHOP	001	TIRE SHOP	2647 COMMMONWEALTH AVENUE
PUBLIC WORKS-HAZARDOUS WASTE	001	HOUSEHOLD HAZARD WASTE BUILDING	2675 COMMONWEALTH AVENUE
WESTBROOK BRANCH LIBRARY	001	WESTBROOK BRANCH LIBRARY	2809 COMMMONWEALTH AVENUE
MALLISON COMMUNITY CENTER	001	COMMUNITY CENTER	3133 LENOX AVENUE
MALLISON COMMUNITY CENTER	002	RESTROOM BUILDING	3133 LENOX AVENUE
TACTICAL SUPPORT	001	TACTICAL SUPPORT	355 ELLIS ROAD
SOUTHEAST BRANCH LIBRARY	001	LIBRARY	10599 DEERWOOD PARK BOULEVARD
FIRE STATION 54	001	FIRE STATION 54	11026 PHILLIPS HIGHWAY
FIRE STATION 44	001	FIRE STATION 44	8275 WESTERN WAY CIRCLE
FIRE STATION 51	001	FIRE STATION 51	10114 OLD SAINT AUGUSTINE ROAD
MANDARIN REGIONAL BRANCH LIBRARY	001	MANDARIN REGIONAL BRANCH LIBRARY	3330 KORI ROAD
BURNETT PARK	001	COMMUNITY CENTER	3740 BURNETT PARK ROAD
BURNETT PARK	004	RESTROOM/CONCESSION BUILDING	3740 BURNETT PARK ROAD

OCEANWAY COMMUNITY HEALTH ANNEX	001	OCEANWAY COMMUNITY HEALTH ANNEX	212 OCEANWAY AVENUE
RAY GREEN CENTER YARD & OUTSIDE	001	BMX CONCESSION/RESTROOM BUILDING	2149 LEONID ROAD
RAY GREEN CENTER YARD & OUTSIDE	003	BASEBALL CONCESSION/RESTROOM	2149 LEONID ROAD
SAINT ANDREWS CHURCH	001	SAINT ANDREWS CHURCH	317 A PHILLIPS RANDOLPH BOULEVAR
MONTGOMERY CORRECTIONAL-BWING	001	SOUTH COMPOUND B-BUILDING FEMALE	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-NORTH	002	BUILDING E	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-NORTH	003	BUILDING F	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-NORTH	001	OPERATIONS BUILDING	4727 LANNIE ROAD
MONTGOMERY CORRECTIONAL-CWING	001	C-WING MALE INMATE HOUSING	4727 LANNIE ROAD
MANDARIN SENIOR CENTER	001	MANDARIN SENIOR CENTER	3848 HARTLEY ROAD
MANDARIN SENIOR CENTER	003	COMMUNITY ROOM II	3848 HARTLEY ROAD
GREENLAND PARK	001	RESTROOM/CONCESSION BUILDING	11808 FAYAL ROAD
Fire Station #62	001	FIRE STATION BUILDING	14279 BARTRAM PARK BOULEVARD
FLETCHER PARK	001	CHURCH	1652 ATLANTIC BOULEVARD
BEACHES BRANCH LIBRARY	001	BEACHES BRANCH LIBRARY	600 3RD STREET
UNIVERSITY PARK LIBRARY	001	LIBRARY	3435 UNIVERSITY BOULEVARD NORTH
FORT CAROLINE CENTER	001	FORT CAROLINE CENTER	421 FERBER ROAD
FORT CAROLINE COMM CLUB/CENTER (POOL)	001	Fort Caroline Comm Club/Center - Pool	421 FERBER ROAD

Addendum B – Staff Qualifications & Resumes

Melvin Ngayan

Regional Director
Southampton, Pennsylvania

Professional Affiliations

Marshall & Swift Commercial Building Appraiser Certified

Education

Pennsylvania State University
Environmental Engineering, BS

Field Experience

18 Years of Onsite Appraisals

Property Focus

Machinery & Technical Specialties
Buildings & Structures
Land & Improvements

Valuations Focus

Replacement Cost New
Reproduction Cost New
Fair Market Value
Historical Costs for GASB 34

Mr. Ngayan is the Regional Director with AssetWorks LLC and has been serving our clients since 1997. His tenure at AssetWorks LLC has included the planning, management, and execution of numerous capital asset cost accounting studies and property appraisal projects for municipalities, county governments, and other public sector entities. As a Lead Appraiser, Mr. Ngayan's responsibilities included the training and management of appraisal staff in the Eastern Region as well as the task of managing large and complex projects.

Mr. Ngayan possesses significant technical expertise in the procedures and methodologies used to value machinery & equipment, buildings & building services, infrastructure, land improvements, and land parcels. He possesses a practical knowledge and understanding of Generally Accepted Accounting Principles (GAAP); Government Accounting, Auditing, and Financial Reporting (GAAFR); Governmental Accounting Standards Board Statement 34 (GASB 34); and various other audit concerns related to capital asset reporting. Mr. Ngayan is also experienced in providing insurance replacement and proof-of-loss information to our clients to assist in addressing their insurance reporting needs.

Mr. Ngayan has participated in a variety of internal continuing education seminars specific to property valuation and cost accounting. He has completed a GASB-34 Technical Consulting Program, which addressed the capital asset reporting requirements of GASB-34. This enables him to offer key consulting insight to assist our clients with numerous issues associated with GASB-34 reporting requirements.

Mr. Ngayan also has significant experience appraising architecturally unique and historical buildings.

A sampling of projects Mr. Ngayan has managed or worked on includes:

- Osceola County, FL
- Glatfelter Insurance Group, PA
- City of Detroit (including Detroit Water and Sewer Dept), MI
- Federal Government Utility Authority, FL
- South Carolina Insurance Reserve Fund
- North Babylon Union Free School District, NY
- Atlantic County Joint Insurance Fund, NJ
- Burlington County Joint Insurance Fund, NJ
- Tri-County Joint Insurance Fund, NJ
- North Carolina Association of County Commissioners, NC
- City of Lancaster, PA
- Atlantic County Utilities Authority, NJ

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AssetWORKS

Ronald Marshman

Senior Appraiser / Project Manager
Southampton, PA

Professional Designations

Marshall & Swift Commercial Building Appraiser Certified

Field Experience

15 Years of Onsite Appraisals & Appraisal Team Management

Property Focus

Inventory Implementation

Machinery & Technical Specialties
Buildings & Structures
Land & Improvements

Valuations Focus

Replacement Cost New
Reproduction Cost New
Fair Market Value
Historical Costs for GASB 34

Mr. Marshman is a staff appraiser with AssetWorks and has been serving our clients since 2001. His tenure at AssetWorks has included the planning, management, and execution of capital asset cost accounting studies and property appraisal projects for municipalities, county governments, and other public sector entities.

Mr. Marshman possesses technical expertise in the procedures and methodologies used to value machinery and equipment, buildings and building services, infrastructure, land improvements, and land parcels. He possesses a practical knowledge and understanding of Generally Accepted Accounting Principles (GAAP); Government Accounting, Auditing, and Financial Reporting (GAAFR); Governmental Accounting Standards Board Statement 34 (GASB 34); and various other audit concerns related to capital asset reporting. Mr. Marshman is also experienced in providing insurance replacement and proof-of-loss information to our clients to assist in addressing their insurance reporting needs.

Mr. Marshman has served clients throughout the United States, frequently acting as the project manager on complex property valuations and planning assignments. He has significant experience inventorying and valuing water and wastewater treatment plants, and extensive experience valuing buildings for cities, schools and risk pool projects.

A sampling of projects Mr. Marshman has worked on include:

- County Government Insurance Trust, FL
- Joint Insurance Fund, NJ
- North Carolina Association of County Commissioners, NC
- City of Green Acres, FL
- City of Pompano Beach, FL
- City of Winter Park, FL
- Tampa Port Authority, FL
- Monroe County, FL
- Chester County Intermediate Unit, PA
- 21st Century Cyber Charter School, PA
- Seneca Highlands School District, PA
- Rochelle Park Board of Education, NJ
- Lower Cape May Regional School District, NJ
- Carlstadt Board of Education, NJ
- Atlantic County Utilities , NJ
- South Brunswick Township, NJ

AssetWORKS

Andrew Ross

Regional Manager
Southampton, PA

Professional Affiliations

Marshall & Swift Commercial Building Appraiser Certified

Education

Ottawa University
Heritage College

Field Experience

15 Years of Onsite Appraisals

Property Focus

Machinery & Technical Specialties
Buildings & Structures
Land & Improvements

Valuations Focus

Replacement Cost New
Reproduction Cost New
Fair Market Value
Historical Costs for GASB 34

Mr. Ross is a Regional Manager with AssetWorks and has been serving our clients since 2001. His tenure at AssetWorks has included the planning, management, and execution of capital asset cost accounting studies and property appraisal projects for municipalities, county governments, and other public sector entities.

Mr. Ross possesses technical expertise in the procedures and methodologies used to value machinery and equipment, buildings and building services, infrastructure, land improvements, and land parcels. He possesses a practical knowledge and understanding of Generally Accepted Accounting Principles (GAAP); Government Accounting, Auditing, and Financial Reporting (GAAFR); Governmental Accounting Standards Board Statement 34 (GASB 34); and various other audit concerns related to capital asset reporting. Mr. Ross is also experienced in providing insurance replacement and proof-of-loss information to our clients to assist in addressing their insurance reporting needs.

A sampling of projects Mr. Ross has managed or worked on includes:

- Village of Larchmont, NY (project manager)
- Vineland Public Schools, NJ (project manager)
- Williamsburg-James City County Public Schools, VA (project manager)
- Schuylkill Haven Central School District, PA (project manager)
- Commack Union Free School District, NY (project manager)
- Pendleton County Board Of Education, WV (project manager)
- City of Methuen, MA (project manager)
- Methuen Public Schools, MA (project manager)
- Hardy County Board Of Education, WV (project manager
- City of Wilmington, DE
- Kennett Consolidated School District, PA (project manager)
- Middletown Township Board of Education, NJ (project manager)
- Atlanta Public Schools, GA
- Essex County, NJ

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