

2.00 – SCOPE OF WORK

2.01

The Consultant agrees to perform the services as set forth herein and furnish and deliver to the Department a narrative appraisal for each Parcel, under the following terms and conditions: A narrative appraisal to include valuation of land, buildings and site improvements before the acquisition, the value of the acquisition and the value of the land, buildings and site improvements after the acquisition, including damages, if any to the remainder as a result of the acquisition.

- (A) The Consultant shall make a detailed inspection of the real property of which the Parcel forms a part, and make such investigations and studies as are necessary to derive sound conclusions for the preparation of an appraisal report.
- (B) The Consultant, in estimating the value of each Parcel, shall conform to recognized appraisal principles and practices used in the evaluation of such Parcel and the property of which the Parcel forms a part, in accordance with the rulings of the judicial bodies having legal jurisdiction where the property is located and also in accordance with recognized principles and practices of the appraisal profession.
- (C) Upon completion of its inspection, investigations and studies, the Consultant shall prepare, furnish and electronically submit to the Department in PDF format its appraisal report for the Parcels.
- (D) The appraisal report shall in form and substance conform to recognized principles and practices of the appraisal profession and shall present adequate factual data to support the conclusions reached as to value in sufficient detail to permit the Department reviewer to follow and understand the conclusion reached by the Consultant.
- (E) The appraisal report shall be prepared in accordance with the provisions of Chapter 4 of the Manual of Instructions, Right of Way and Utilities Division, Virginia Department of Transportation and the Uniform Standards of Professional Appraisal Practice (USPAP). All comparable sales shall be electronically submitted to the reviewer for approval.
- (F) The Consultant shall sign and execute the Appraiser Certification, and attach a copy to the appraisal report.
- (G) The appraisal report shall be based upon the Department's plans for the design of the Project, showing areas of land and interests therein to be acquired by the Department, and showing each parcel designated by a parcel number. Copies of such plans will be furnished by the Department to the Consultant, and the individual appraisal report prepared by the Consultant shall make use of the parcel numbers where possible for

proper reference. The Department shall designate in writing the individual parcels of real estate that constitute each property of which the Parcel forms a part.

- (H) All appraisal work performed by the Consultant must be completed by persons licensed in accordance with the licensing requirements set out in Section 54.1-2011 of the Code of Virginia (1950) as amended (the "Code"), and regulations adopted pursuant thereto and on the Virginia Department of Transportation Approved Senior Fee Appraiser Panel as a Certified General Real Estate Appraiser.
- (I) The Department shall complete its review of each submitted appraisal within ten (10) business days of receipt thereof. Upon completion of the review, the Department will notify the Consultant that the appraisal has been reviewed and approved or will request the Consultant to provide additional information, which is to be submitted by the Consultant within ten (10) business days of receipt of the request. No additional fee shall be due for the Consultant's response. Once the additional information has been received by the Department, the Department will review the additional information and approve the appraisal or request additional information within ten (10) business days after receipt thereof.
- (J) The Consultant, through its appraisal, will be responsible for the following additional services: estimating and completing any sign appraisal (outdoor advertising or on-premises signs), furnishing parking loss estimates, engineering studies and determining the fair market values of properties with contaminated soil. The cost of these additional services is not covered under the Contract. It is the responsibility of the Consultant to submit to the Department a request for approval of any additional cost associated with these services prior to beginning the work.
- (K) The Consultant warrants that it will perform its work under the Contract in a professional manner consistent with the standards of skill and care employed by similarly situated consultants in the area in which the work under the Contract is to be performed.