

STAFF REPORT

SUBJECT: ADOPT RESOLUTION 2017-33; A RESOLUTION DECLARING CERTAIN DISTRICT-OWNED REAL PROPERTIES TO BE SURPLUS, APPROVING A CONTRACT WITH FABBRO, MOORE & ASSOCIATES, INC. IN THE AMOUNT OF \$10,700 TO APPRAISE THE PROPERTIES, AND DIRECTING STAFF TO PREPARE AND ISSUE A REQUEST FOR PROPOSALS FOR REAL ESTATE BROKER'S SERVICES TO MARKET THE SURPLUS PROPERTIES

Board of Directors of Coastside Fire Protection District:

Recommendation:

Staff recommends the Board approve the attached resolution declaring certain District-owned real properties to be surplus, approving a contract with Fabbro, Moore & Associates, Inc. to appraise the properties, and finding that disposition of the properties by listing with a qualified broker is in the best interest of the District, directing staff to prepare a Request for Proposals (RFP) for a real estate broker to assist the District in the disposition of these real properties.

Background and Discussion:

The general powers and duties of fire protection districts include the right "to acquire any property, including water facilities for providing fire protection, within the district by any means, to hold, manage, occupy, dispose of, convey and encumber the property, and to create a leasehold interest in the property for the benefit of the district." Health & Safety Code § 13861. Property held by the District for purposes unrelated to providing fire protection within the district are considered "surplus" and subject to state law provisions governing surplus lands. Cal. Gov. Code §§50569, 54221.

Prior to December 31 of each year, the District should inventory all real property it owns or controls and determine whether any such property "is in excess of its foreseeable needs (surplus property)." Cal. Gov. Code §§50569, 54221. A description of any property determined to be surplus is a matter of public record. If the District lists a piece of property as "surplus," it must follow the statutory procedures for disposal of surplus property. Gov. Code §54220 et seq.

Staff has identified two potential surplus real properties currently owned by the District. They are the site of existing Fire Station 41 at 531 Obispo Road, El Granada, California 94019, and Subdivision commercial lot at the corner of Obispo Road and Avenue Portola, El Granada, California 94019. Staff recommends that the Board, by resolution (Attachment 1), declare these properties surplus.

Upon the Board declaring the properties surplus, and before the properties are marketed, it is recommended that the Board seek an appraisal for each of the properties to ensure it receives fair market value when disposing of the properties. In order to begin this process, a Request for Proposals (RFP) Commercial Appraisal of Coastside Fire District Properties was prepared and issued on October 30, 2017. Two responses were received on December 1, 2017. Those responses are attached for the Board's review. Staff recommends that the Board approve a contract with Fabbro, Moore & Associates, Inc. in the amount of \$10,700 for appraisals of these two properties. This recommendation is made based on Fabbro, Moore & Associates, Inc. experience and the fact that its response contains a not to exceed price of \$10,700. A resolution to this effect is attached for the Board's review. (Attachment 2)

Staff also recommends issuance of a Request for Proposals for a real estate broker's services to assist the District in disposing of these properties. The services provided by a professional real estate broker will allow the District to reach a broader market, increase the surplus properties' visibility, and thereby increase the chances of providing qualified buyers who are ready, willing and able to consummate purchases of these surplus properties.

Conclusion

Staff recommends the Board adopt the attached resolution declaring the two above-referenced properties, and any rights, title and interest therein, to be declared surplus. By the same resolution, staff also recommends that the Board approve a contract with Fabbro, Moore & Associates, Inc. in the amount of \$10,700 for appraisal of these properties. Finally, staff recommends that the Board direct staff to issue an RFP for broker services to ensure a competitive bid process for the disposition of real properties.

If the Board approves the attached resolution, staff will direct Fabbro, Moore & Associates, Inc. to appraise the surplus lands and staff will draft and issue a Request for Proposals for real estate broker's services. Once responses are received, they will be reviewed by staff. Staff will place those responses and its recommendation for real estate broker services on a future agenda for the Board's review and approval.

Environmental Review

Sales of surplus government property are exempt from the California Environmental Quality Act (CEQA) pursuant to Title 14 Section 15312 of the California Code of Regulations.

Fiscal Impact

If the Board acts upon the staff recommendations contained in this report, the District will incur costs associated with the appraisals in the amount of \$10,700.

Attachments:

1. Resolution Declaring Certain District-Owned Real Properties to Be Surplus, Approving a Contract with Fabbro, Moore & Associates, Inc. in the Amount of \$10,700 to Appraise the Properties, and Directing Staff to Prepare and Issue a Request for Proposals for Real Estate Broker's Services to Market the Surplus Properties
2. Responses to Request for Proposals – Appraisal Services – Fabbro, Moore & Associates, Inc. and Watts, Cohn and Partners, Inc.

Respectfully submitted,

JEAN B. SAVAREE
District Legal Counsel

ATTACHMENT 1

RESOLUTION

(this Resolution will be available on Monday,
December 11.)

ATTACHMENT 2

RESPONSES TO REQUEST FOR PROPOSALS

FABBRO, MOORE & ASSOCIATES, INC.

REAL ESTATE APPRAISERS · ANALYSTS · CONSULTANTS

November 30, 2017

Paul Cole
Assistant Chief
Coastside Fire Protection District
1191 Main Street
Half Moon Bay, California 94019

Re: Proposal for Appraisal Services
Coastside Fire Protection District Properties
Fire Station #41; 531 Obispo Road, El Granada, CA 94019 (APN 047-264-030)
Proposed Parcel A at Obispo Road and Avenue Portola (Part of APN 047-261-030)

Mr. Cole,

We have received your October 26, 2017, request for proposal for real estate appraisals of two properties located in El Granada and owned by the Coastside Fire Protection District. The properties to be appraised consist of (1) fire station #41, located at 531 Obispo Road and having assessor's parcel number 047-264-030 in San Mateo County and (2) an undeveloped ± 0.31-acre lot situated at the corner of Avenue Portola and Obispo Road, which lot would be created by subdivision of San Mateo County assessor's parcel number 047-261-030 into two lots, and is identified on the subdivision map as Parcel A.

Under the Uniform Standards of Professional Appraisal Practice, we are required to report any assignments that we have had within the past three years relating to a subject property. Within the past three years we have had no assignments involving either subject property. However, we did appraise the property known as assessor's parcel number 047-261-030 in 2014. That appraisal was prepared for the San Mateo County Harbor District.

The purpose of each appraisal would be to estimate the market value of a fee simple interest in the subject property. The appraisal reports would comply with the Uniform Standards of Professional Appraisal Practice and with the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice. In addition, each report would comply with the requirements of the Coastside Fire Protection District, as those requirements are stated in

the RFP, to the extent that the district's requirements would not require deviation from the Uniform Standards of Professional Appraisal Practice.

Of note, the RFP requests proposals for both self-contained appraisals and summary appraisals. At one time, the Uniform Standards of Professional Appraisal Practice (USPAP) included standards for self-contained appraisals, summary appraisals, and restricted appraisals. That is no longer the case. Under the current version of USPAP, there are two reporting options for appraisals, namely an appraisal report and a restricted appraisal report. This proposal is based on submission of appraisal reports as defined in the current version of USPAP.

Combined, the total fee for the appraisals of the two Coastside Fire Protection District properties would be \$10,700. The RFP requests completed reports by January 15, 2018. We cannot comply with that deadline. We estimate that the reports would take approximately two months to complete after award of the contract. The reports would be prepared by Charles S. Moore, MAI and Frank J. Fabbro, who are the principal appraisers at Fabbro, Moore & Associates, Inc. We have included copies of the curriculum vitae for Mr. Moore and Mr. Fabbro. Mr. Moore and Mr. Fabbro both have more than 30 years of experience completing appraisal reports in San Mateo County, including extensive experience appraising properties for public agencies. As noted, we have appraised one of the subject parcels in the recent past.

The RFP indicates that the proposal should include information related to anticipated support needed from the Fire District. It is possible that information will arise in the course of the assignment that might require support not currently anticipated. At present, information that we would like to have regarding the subject properties would include (1) preliminary title reports or copies of title policies, (2) plotted parcel maps showing any easements affecting the parcels, (3) surveys of the subject properties, (4) any soils reports, geotechnical reports, environmental impact reports, property inspection reports, wood destroying organism/pest reports, or similar, (5) building plans for the fire station building, (6) information related to any development proposals related to the subject parcels, (7) any legal opinions obtained by or known of by the Coastside Fire Protection District regarding the development potential of or development restrictions affecting either subject parcel, and (8) any legal opinions or similar obtained by or known of by the Coastside Fire Protection District related to properties located in the Burnham Strip area of El Granada.

Proposal for Appraisal Services
Coastside Fire Protection District Properties
APN 047-264-030 and Proposed Parcel A, Being a Portion of APN 047-261-030

This proposal is valid for 15 days. Please call us at 650-365-5633 if you have any questions or if you need additional information.

Sincerely,

FABBRO, MOORE & ASSOCIATES, INC.



Charles S. Moore, MAI
BREA Appraiser #009176



Frank J. Fabbro
BREA Appraiser #002322

Company Information

Fabbro, Moore & Associates is a real estate appraisal and consulting firm. The firm and its predecessor companies have been active in the San Francisco Bay Area since 1956. Our firm has appraised virtually all property types, including residential, commercial, lodging, research & development, industrial, and special use properties.

Education

Mr. Fabbro graduated Magna Cum Laude with a Bachelor of Arts degree in History from Santa Clara University, Santa Clara, California. He was elected to membership in Phi Beta Kappa, and now is a member of the Pi Chapter of California.

Mr. Fabbro has taken more than 50 real estate education courses or seminars, covering an extensive variety of topics. The subjects covered in those courses and seminars include but are not limited to real estate valuation principles, appraisal procedures, real estate finance, market analysis, development feasibility, highest and best use analysis, capitalization theory and techniques, advanced capitalization theory and techniques, case studies in real estate valuation, report writing and valuation analysis, condemnation appraising, analyzing distressed real estate, construction evaluation, subdivision valuation, and standards of professional practice.

The Office of Real Estate Appraisers establishes continuing education policies for licensed and certified appraisers in the State of California. Mr. Fabbro has completed the continuing education requirement for his current certification term.

Professional Affiliations

Mr. Fabbro has been awarded the Certified-General Appraiser designation by the State of California (Certificate #AG002322). Certified-General is the highest level of certification available from the state.

Court Testimony

Mr. Fabbro has testified as an expert in real estate in San Francisco, San Mateo, Santa Clara, Alameda, Napa, and Solano counties. He has also testified in federal courts. He has provided litigation valuation analyses in over 200 cases, involving a wide array of property types and cases. Areas of expert testimony have included issues related to real estate valuation, standard of care for real estate appraisers, regulatory issues related to real estate appraisal, development feasibility, achievable development profits, value of development entitlements, and other issues related to real estate market economics. Clients have included public agencies, insurance companies, corporations, partnerships, and individuals. On several occasions, Mr. Fabbro has been appointed by the court or opposing sides to act as the sole real estate valuation expert or as a neutral party in real estate valuation disputes.

Property Types Appraised

Single-family residences	Residential condominiums
Subdivisions	Planned unit developments
Apartment buildings	Vacant land
Submerged land	Agricultural properties
Hotels	Motels
Marinas	Self-storage facilities
Warehouses	Industrial buildings
Auto repair facilities	Gas stations
Industrial condominiums	Research & development facilities
Office condominiums	Office buildings
Shopping centers	Commercial retail properties
Restaurants	Night clubs
Auto dealerships	Mortuaries
Medical buildings	Assisted living facilities
Senior housing	Properties affected by hazardous materials

Assignment Purposes

Purchase	Lending
Eminent domain	Litigation
Arbitration	Dissolution
Assessment appeal	Gift tax
Diminution in value	Detrimental conditions
Estate	Partial interest valuation
Foreclosure	Relocation
Leasehold interest	Rental survey
Land use planning	Feasibility study
Proposed construction	Subdivision analysis
Blockage discounts	Valuation of easements and rights-of-way

Geographic Area of Expertise

Our primary area of expertise is in the nine-county San Francisco Bay Area. The following table lists the California counties in which we have provided appraisals.

San Francisco	San Mateo
Santa Clara	Alameda
Contra Costa	Marin
Solano	Napa
Sonoma	Santa Cruz
Monterey	San Joaquin
Sacramento	Stanislaus
Yolo	Tuolumne
Merced	Fresno
Kern	Los Angeles
Orange	Riverside

Clients (Partial List)

AltaPacific Bank
Bank of America
Bank of Marin
Bank of the West
California Bank & Trust
First Bank
First Republic Bank
Heartland Capital
HSBC Private Bank
JP Morgan Chase
Luther Burbank Savings
Northern Trust Bank
US Bank

Beneficial Standard Life Insurance Co.
Fireman's Fund Insurance
Lawyers Title Insurance Corp.

City of Belmont
City of Daly City
City of Half Moon Bay
City of Oakland
City of Redwood City
City of San Carlos
City and County of San Francisco
Mid-Peninsula Regional Open Space District
California Department of Transportation
Federal Deposit Insurance Corp. (FDIC)
U.S. Dept. of Housing and Urban Dev. (HUD)
Small Business Administration (SBA)

Applied Materials
General Motors
Lockheed Martin
Nestle USA
Safeway
Doubletree Hotels
Seton Medical Center

Bancroft & McAlister
Bryant, Clohan, Ott & Baruh
Cooley, LLP
Flicker, Kerin, Kruger & Bissada
Hammer & Jacobs
Miller Starr Regalia
Morrison Foerster
Ropers Majeski Kohn Bentley
Sidley Austin
Tobin & Tobin

Avidbank
Bank of East Asia
Bank of Montreal
Boston Private Financial Holdings
Comerica Bank
First National Bank
Fremont Bank
Heritage Bank
Industrial and Commercial Bank of China
Liberty Bank
New Resource Bank
Union Bank
Wells Fargo Bank

Farmers Insurance
Kemper Insurance
Ticor Title Insurance Company

City of Brisbane
City of Foster City
City of Millbrae
City of Pacifica
City of San Bruno
City of South San Francisco
County of San Mateo
Skyline County Water District
SamTrans
General Services Administration (GSA)
Resolution Trust Corp. (RTC)
Veterans Administration (VA)

E.I. DuPont Co.
Hewlett-Packard
Motorola
Procter & Gamble
Marriott Corp.
Dignity Health
ESOP Investment Bankers

Berra, Stross & Wallacker
Chapman, Popik & White
Fenwick & West
Gordon & Rees
Howard Rome Martin & Ridley
Morgan Tidalgo Sukhodrev & Azzolino
Quinn, Emanuel, Urquhart & Sullivan
Shartsis Friese
Thoits Law
Wilson, Sonsini, Goodrich & Rosati

Representative List of Properties Appraised

Offices/R&D

333 Market Street, San Francisco
Eminent domain case involving a leasehold interest in a 33-story, 692,000-square foot high-rise office building

United States Geological Survey Campus
345 Middlefield Road, Menlo Park
381,284-square foot campus of the U.S.G.S.

United Defense Campus
1205 & 1450 Coleman Ave., Santa Clara and San Jose
295,750 SF campus of a major defense contractor

New San Francisco Federal Building
Innovative, energy-efficient, 605,000-sq. ft.,
18-story office building designed by Morphosis

Ronald V. Dellums Federal Building
1301 Clay Street, Oakland
903,363-sq. ft. federal building and courthouse

Industrial

Federal Supply Warehouse
1070 San Mateo Avenue, South San Francisco
571,913-square foot warehouse

National Archives and Records Admin. Center
1000 Commodore Avenue, San Bruno
227,839-square foot data center and warehouse

Retail

Sequoia Station, Redwood City
170,000-square foot community shopping center

125 Geary Street, San Francisco
Re-use plan for an unreinforced masonry building in Union Square

400 Jefferson Street, San Francisco
Leasehold interest in a new restaurant project at Fisherman's Wharf

Apartments/Residential

One Embarcadero South, San Francisco
Development appraisal for a 14-story, 233-unit multi-family residential building

City Heights at Pellier Park
169 West Saint James Street, San Jose
Appraisal of the first proposed high-rise condominium project in downtown San Jose

Green City Lofts
1007 Forty-first St., Oakland and
4050 Adeline Street, Emeryville
Proposed 62-unit loft condominium project

North Fair Oaks Apartments
523 Oakside Avenue, Redwood City
60-unit low- to moderate-income apartment project with condominium conversion potential

Marina Gardens, San Mateo
Conversion of a 180-unit stock cooperative project to condominiums

Land/Other

Abbott Labs Site, Redwood City
Evaluation of various license and easement rights affecting a proposed 541,077-square foot R&D project to be developed on a 31.57-acre site located adjacent to the Port of Redwood City

James R. Browning U.S. Court of Appeals Building
95 Seventh Street, San Francisco
457,000-square foot historic federal courthouse

Federal Courthouse, San Jose
Consultation with the federal government on site selection, land use, condemnation, and valuation issues related to a potential new federal courthouse

500 Ocean Street, Santa Cruz
80-room hotel

QUALIFICATIONS OF CHARLES S. MOORE, MAI

Charles S. Moore, MAI, has been appraising real estate on a full time basis since 1986

Education

Mr. Moore graduated Cum Laude with a Bachelor of Science degree in Business Administration from San Francisco State University, San Francisco, California

Real Estate Education Courses

Real Estate Law	Real Estate Practice
Real Estate Economics	Real Estate Appraisal
Real Estate Finance	Property Management
Standards of Professional Practice	Real Estate Appraisal Principles
Residential Valuation	Anatomy of Residential Property
Business Management and Contracts	Financial Statements
Safety and Housing	Equal Opportunity Employment
Licensing and Mechanics Liens	The Secondary Mortgage Market
Quantitative Analysis	Business Statistics
Business Writing	Multi-residential Update
Microcomputer Applications	Desktop Publishing
Ethics and Professional Conduct	Consumer Protection
Agency Relationships and Duties	Statistics & Partial Interests
Capitalization and Cash Flow	Narrative Report Writing
Advanced Capitalization	Demonstration Report Writing
Advanced Applications	Cost Approach - Calculator Method
Fair Housing Laws	Title 24: California Energy Code
H.U.D./F.H.A. Appraisal Practices	Environmental Legislation
Environmental Disclosure	Non-residential Report Writing
Hotel/Motel Valuation	Retail and Industrial Markets
Fundamentals of Investment Analysis	Office and Industrial Trends

Purpose of Assignments

Purchase	Refinance	Casualty Loss
Litigation	Dissolution	Proposed
Feasibility Study	Foreclosure	Estate
Relocation	Rental survey	Portfolio

QUALIFICATIONS OF CHARLES S. MOORE, MAI

Representative List of Clients Served

Bank of Marin	Wells Fargo Bank	Northern Trust Bank
California Bank & Trust	Comerica Bank	First Republic Bank
Liberty Bank	Zions National Bank	Union Bank
Luther Burbank Savings	United America Bank	Heritage Bank of Commerce
Boston Private Bank	Global Trust Bank	Avidbank

California State Teachers' Retirement System (CALSTRS)
General Services Administration (GSA)
Federal Deposit Insurance Corporation (FDIC)
U.S. Department of Housing and Urban Development (HUD)
Small Business Administration (SBA)

Professional Designations/Affiliations

Member of the Appraisal Institute (11,198)
Certified-General Appraiser, State of California (AG009176)
Real Estate Broker, State of California (00866712)
American Association of Individual Investors (life member)

Court Testimony

I have testified as an expert in real estate valuation in San Francisco County

Properties Types Appraised

Single-family residences	Residential condominiums	Apartment buildings
Stock cooperatives	Live/work units	Design/multimedia
Office buildings	Industrial buildings	Warehouses
R&D	Shopping centers	Office condominiums
Industrial condominiums	Residential care facilities	Child care centers
Planned unit developments	Proposed construction	Mixed-use buildings
Food processing centers	Unreinforced masonry buildings	Hotels/Motels
Self-storage facilities	Fast food restaurants	Development land

QUALIFICATIONS OF CHARLES S. MOORE, MAI

Representative List of Properties Appraised

Offices

101 California Street
1,194,314 SF 48-story office tower

Gateway I and II
601-651 Gateway Boulevard, S.S.F.
Two office towers totaling 485,789 SF

Quadrus Office Project
2400-2494 Sand Hill Road, Menlo Park
Seven office bldgs. with 177,236 SF

Robert F. Peckham Federal Building
280 South First Street, San Jose
Federal building totaling 240,572 SF

Warehouse/Industrial/R&D

1070 San Mateo Avenue, S.S.F.
571,274 SF warehouse facility

1000 Commodore Drive, San Bruno
223,201 SF National Archives

Redwood Junction
2682-2694 Middlefield Road, RWC
215,200 SF multi-tenant light industrial

Scott Creek Business Park
44870 Kato Road, Fremont
Proposed 301,800 SF R&D facility

Apartments

Elena Gardens
1902 Lakewood Drive, San Jose
168-unit apartment complex

Belmont Square
2200 Lake Road, Belmont
36-unit apartment complex

Oakwood Apartments
515-595 John Muir Drive, San Francisco
721-unit apartment complex

Retail/Wholesale/Office

Gift Center & Jewelry Mart
888 Brannan Street, San Francisco
447,732 SF wholesale mart

West Gate Center
1933 Davis Street, San Leandro
573,563 SF power center

Design Pavilion
200 Kansas Street, San Francisco
78,659 SF wholesale design
and furniture showrooms

Other Properties

41-77 Van Ness Avenue, San Francisco
Proposed 52-unit residential mixed-
use condominium project

Crescent Villa Care Home
147 Crescent Avenue, Sunnyvale
40-bed assisted living facility

Children's World Learning Center
2875 Mitchell Drive, Walnut Creek
Childcare facility licensed for 123
children

Lok-n-Stor
190 Otis Street, San Francisco
Proposed 1,354-unit self storage facility

Tuscan Inn at Fisherman's Wharf
425 North Point Street, San Francisco
221-room full service hotel

York Hotel
940 Sutter Street, San Francisco
96-room boutique style hotel

Wendy's Restaurant
1313 South Wolfe Road, Sunnyvale
2,314 SF fast food restaurant

WATTS, COHN and PARTNERS, INC.

COMMERCIAL REAL ESTATE APPRAISAL

**PROPOSAL FOR:
REAL ESTATE APPRAISAL SERVICES
REQUEST FOR PROPOSALS
COMMERCIAL APPRAISAL OF
COASTSIDE FIRE DISTRICT PROPERTIES**

**PREPARED FOR:
COASTSIDE FIRE PROTECTION DISTRICT
HALF MOON BAY, CALIFORNIA**

DECEMBER 2017

WATTS, COHN and PARTNERS, INC.

COMMERCIAL REAL ESTATE APPRAISAL

I. Office Contact Information

Watts, Cohn and Partners, Inc.
582 Market Street, Suite 512
San Francisco, CA 94104

Phone: 415-777-2666

Email: annie@wattscohn.com

II. Names and Signatures



Sara Cohn, MAI – Vice President / Secretary
Certified General Real Estate Appraiser
State of California No. AG014469
Phone: 415-777-2666 x 102
Email: sara@wattscohn.com



Mark A. Watts – President
Certified General Real Estate Appraiser
State of California No. AG015362
Phone: 415-777-2666 x 101
Email: mark@wattscohn.com

III. Company Background and Experience

Watts, Cohn and Partners (formerly with Carneghi and Partners, Inc.) is an independently owned Real Estate Appraisal Company. Sara Cohn, MAI, and Mark Watts have provided real estate appraisal and expert witness services for major San Francisco Bay Area projects involving public agencies and eminent domain for more than 20 years. Major projects for which we have provided such services include many San Francisco Redevelopment Agency projects, the TransBay Joint Powers Agency Transbay Transit Center, the

582 Market Street, Suite 512 | San Francisco, CA 94104 | 415-777-2666

Mark Watts | mark@wattscohn.com | Sara Cohn, MAI | sara@wattscohn.com

Moscone West Convention Center expansion, the Hawk Hill Open Space acquisition, the Oakland Inner Tidal Canal, and various Caltrans freeway right of ways. Recently, our firm has provided appraisals and expert witness testimony for the San Francisco Deputy City Attorney, the City of San Francisco, and the cities of South San Francisco, Brisbane and Vallejo.

Our firm has its office in San Francisco in the Hobart Building, located at 582 Market Street. Sara Cohn, MAI and Mark Watts formed Watts, Cohn and Partners, Inc. in April of 2016 after the closure of Carneghi and Partners, Inc. They were joined by fellow Carneghi alumni Marjeanna Biggins, Christie Turner, and Laura More. Watts, Cohn and Partners Inc completes approximately 150 appraisals per year since its founding two years ago.

List of Comparable Projects

"Lau Lots" – City of Brisbane	
Date:	August 2017
Summary:	Appraisal of 4.22 acres; as unbuildable land and as proposed residential subdivision lots
Report Type:	Narrative Appraisal Report
Valuation Methods:	Land Values; Sales Comparison Approach
Client:	City of Brisbane Mr. Randy Breault, M.S.E., P.E. Director of Public Works/City Engineer 50 Park Place Brisbane, CA 94005 Phone: 415-508-2131 / Email: rbreault@ci.brisbane.ca.us
Time + Fee:	30 days + \$5,000

City of South San Francisco PUC Sites and Freeway Parcels	
Date:	December 2016
Summary:	3 Appraisals of (3) PUC sites owned by the City of South San Francisco and proposed for redevelopment under the El Camino Real Mixed Use High Intensity zoning designation and plan.
Report Type:	Narrative Appraisal Report
Valuation Methods:	Land Values; Sales Comparison Approach (plus consideration of infrastructure costs and demolition)
Client:	City of South San Francisco Mr. Mike Lappen Economic Development Coordinator Community and Economic Development Dept.

	400 Grand Avenue South San Francisco, CA 94080 Phone: 650-877-8500 / Email: mike.lappen@ssf.net
Time + Fee:	45 days + \$9,500

	1703 Grand Street, Alameda – City of Alameda Fire Station #3
Date:	February 2014
Summary:	Appraisal of City of Alameda Fire Station #3 – historic fire station that was unoccupied due to seismic instability issues. Highest and best use was concluded as single family residential use.
Report Type:	Narrative Appraisal Report
Valuation Methods:	Sales Comparison Approach
Client:	City of Alameda Fire Department Ms. Maria Raff Fire Admin Supervisor 1300 Park Street Alameda, CA 94501 Phone: 510-337-2105 / Email: mraff@alamedafire.org
Time + Fee:	30 days + \$4,000

	925 Main Street, Half Moon Bay – Mercy Housing
Date:	June 2011
Summary:	1.39 acres of vacant land proposed for 40 units of income-restricted senior housing
Report Type:	Narrative Appraisal Report
Valuation Methods:	Sales Comparison Approach
Client:	Mercy Housing California Mr. Tim Dunn Housing Developer 1360 Mission Street, Suite 300 San Francisco, CA Phone: 415-355-7113 / Email: tdunn@mercyhousing.org
Time + Fee:	21 days + \$4,000

2931 Shasta Road, Berkeley – Former Hills Fire Station	
Date:	June 2010
Summary:	Former fire station appraised as single-family housing at highest and best use. Updated appraisal
Report Type:	Narrative Appraisal Report
Valuation Methods:	Sales Comparison Approach
Client:	City of Berkeley Ms. Hallie Llamas Real Property Administrator 1947 Center Street, 4 th Floor Berkeley, CA 94704 Phone: 510-981-6334 / Email: hllamas@ci.berkeley.ca.us
Time + Fee:	21 days + \$4,000

IV. Key Team Members and Experience

Sara Cohn, MAI and Mark Watts, Partners of Watts, Cohn and Partners, Inc., will be the contact appraisers on the Coastside Fire District Properties contract. They will be supported by other staff including associate appraisers and researchers, as appropriate to result in both accurate value conclusions at a reasonable cost. Mr. Watts has been a commercial real estate appraiser since 1987 and has nearly 30 years of experience in the analysis of commercial real estate. Sara Cohn, MAI, has nearly 30 years of appraisal experience, and has focused upon various commercial property types, including affordable housing appraisals during her career. Mark and Sara are joined by certified general real estate appraisers Marjeanna Biggins, Christie Turner, Laura More, and Mary K. Dalton, all of whom have ten or more years' experience in real estate appraisal. They are supported by researcher and office manager, Annie Watts. Copies of their qualifications and licenses will be attached in the following section.

QUALIFICATIONS OF SARA A. COHN, MAI

California Certified General Real Estate Appraiser No. AG014469

Sara A. Cohn is a Partner with Watts, Cohn and Partners, Inc., based in San Francisco. Watts, Cohn and Partners provides real estate appraisal and consulting services in the San Francisco Bay Area. Clients include financial institutions, government agencies, law firms, development companies and individuals. Typical assignments include both valuation and evaluations of a broad variety of property types, uses, and ownership considerations.

Ms. Cohn joined Carneghi and Partners, Inc. (then Mills-Carneghi-Bautovich) in 1988 and has nearly 30 years of appraisal experience. When Carneghi and Partners closed in March 2016, she founded Watts, Cohn and Partners with Mark Watts to continue her appraisal practice. She has completed a wide variety of valuation and evaluation analyses. Ms. Cohn has extensive knowledge of the San Francisco Bay Area and has appraised many property types including office buildings, industrial properties, retail centers, hotels, residential projects, mixed-use properties, and development sites. Recent work has involved the analysis of commercial buildings, residential subdivisions, valuation of affordable housing developments with bond financing and/or Low Income Housing Tax Credits (LIHTCs), assessment districts, as well as co-housing projects.

EDUCATION

Bachelor of Arts, University of California, Berkeley, 1978

Successful completion of all professional appraisal courses offered by the Appraisal Institute as a requirement of membership

Continued attendance at professional real estate lectures and seminars

PROFESSIONAL AFFILIATION AND STATE CERTIFICATION

Appraisal Institute – MAI Designation (Member Appraisal Institute) No. 12017

Continuing Education Requirement Complete

State of California Certified General Real Estate Appraiser No. AG014469

State of California Licensed Landscape Architect No. 2102

Member, Board of Directors, Northern California Chapter of the Appraisal Institute, 2008-2010

Seminars Co-Chair, Northern California Chapter of the Appraisal Institute, 2005-2007

QUALIFICATIONS OF MARK A. WATTS

Mark A. Watts is a Partner with Watts, Cohn and Partners, Inc.

Following is a brief summary of his background and experience:

EXPERIENCE

Commercial Real Estate Appraisal Experience

Mr. Watts has been a commercial real estate appraiser since 1987, and has over 20 years' experience in the analysis of commercial real estate. He has completed valuation assignments on a variety of projects, including industrial facilities, residential subdivisions, apartments, shopping centers, cemeteries, and recreational facilities. He has also performed feasibility studies and assisted owners in making asset management decisions.

Mr. Watts has provided litigation support and served as an expert witness in court. He has also served in arbitrations as an expert witness. He has been qualified as an expert in San Francisco and San Mateo County Superior Courts.

He served on the San Francisco County Assessment Appeals Board from 2011 to 2016.

Commercial Real Estate Investment Experience

Simultaneous to his work as a commercial appraiser, Mr. Watts has been an active real estate investor/developer. He is experienced in the acquisition, redevelopment and management of commercial properties. He has witnessed and experienced many real estate cycles and stays abreast of current trends. His personal experience as an investor makes him uniquely qualified to appraise commercial real estate.

Over the last 20 years he has completed more than 30 investment real estate transactions, an average of 1.5 transactions per year. He has negotiated with buyers and sellers directly as a principal. He has completed nearly a dozen 1031 exchanges. Beginning with a small initial capital investment, he has built a large real estate portfolio. Based on his ownership experience, Mr. Watts is keenly aware that the success or failure of an acquisition is closely related to its location. Likewise, he is sensitive to locational differences in the appraisal of real estate.

Mr. Watts has broad experience with the construction, maintenance and repair of real estate. He has demolished and re-built two structures from the ground up. He has completed fire damage repairs and remediated toxic mold. He has remodeled kitchens and baths. He has replaced foundations on structures, made additions, and made other improvements. As the quality and condition of real estate has a strong correlation with its value, his experience enables superior judgement of these attributes in his work as a commercial real estate appraiser.

Community Involvement

Mr. Watts has served on the Board of Managers of the Stonestown Family YMCA since 2002. This is an approximately 30,000 square foot health club facility. He is active on the Facilities Committee. He served as the Board Chair in 2008. He has been a member of the Olympic Club in San Francisco since 1976. He served the Forest Hill Neighborhood Association as President from 2013 to 2017.

EDUCATION

Bachelor of Arts, University of California, Davis

PROFESSIONAL AFFILIATION

State Accredited Affiliate of the Appraisal Institute

State of California Certified General Real Estate Appraiser No. AG015362

QUALIFICATIONS OF MARJEANNA BIGGINS

Marjeanna Biggins is a Partner with Watts, Cohn and Partners, Inc., based in San Francisco. Ms. Biggins joined Carneghi and Partners in 2007. Her responsibilities included the preparation of narrative appraisals for a wide variety of assignments including retail, mixed-use, industrial, office, institutional and vacant land. After the closing of Carneghi and Partners in 2016, Ms. Biggins joined Watts, Cohn, and Partners as a Partner. Recently she has appraised a variety of residential and commercial properties including retail, affordable housing, student housing and various multi-family apartment buildings.

Simultaneous to her work as a commercial appraiser, Ms. Biggins is an active real estate investor. She is experienced in the acquisition, renovation and management of multi-family residential properties.

EDUCATION

University of California, Davis
Bachelor of Science

STATE CERTIFICATION

State of California Certified General Real Estate Appraiser No. AG 043240

QUALIFICATIONS OF CHRISTIE TURNER

Christie Turner is a Project Manager with Carneghi and Partners, Inc., based in the San Francisco Office. Carneghi and Partners provides real estate consulting services in the San Francisco Bay Area. Clients include financial institutions, government agencies, law firms, development companies and individuals. Typical assignments include both valuation and evaluations of a broad variety of property types, uses and ownership considerations.

EXPERIENCE

Ms. Turner joined Carneghi and Partners, Inc. in 2012. Ms. Turner’s responsibilities include conducting research and preparing narrative appraisals for a wide variety of appraisal assignments including retail, mixed-use, multi-family, office, institutional, vacant land, and recreational properties.

Ms. Turner is a Certified General Real Estate Appraiser.

EDUCATION

University of Utah, Salt Lake City

Bachelor of Science, Finance

STATE CERTIFICATION

State of California Certified General Real Estate Appraiser No. AG 043240

QUALIFICATIONS OF LAURA MORE

Laura More has over 12 years of appraisal experience within the San Francisco Bay Area and surrounding markets. Over the course of her career Ms. More has gained expertise in appraising various property types including retail, industrial, office, mixed-use, institutional, hotels, vacant land, and development sites. Prior to joining Watts, Cohn and Partners, Inc. in 2016, she was a Project Manager at Carneghi and Partners, which she joined in 2005.

EDUCATION

University of California, Santa Barbara

Bachelor of Arts

STATE CERTIFICATION

State of California Certified General Real Estate Appraiser No. AG 037420

QUALIFICATIONS OF MARY K DALTON

Mary K. Dalton is a Commercial Real Estate Appraiser affiliated with Watts, Cohn and Partners, Inc. With more than fifteen years of experience in real estate market research, analysis & appraisal, Mary is a Candidate for MAI Designation with the Appraisal Institute.

EXPERIENCE

Recent experience includes appraisal quality control with a financial institution. Property types appraised include commercial office, retail, industrial, flex, multi-family and vacant land. Market areas covered are within the San Francisco Bay Area, including San Francisco, the South Bay, the East Bay, and the North Bay. Assignments include appraisals for lenders and attorney clients for financing and estate purposes, respectively.

Her Independent Appraisal experience includes research and analysis of property characteristics, projecting income streams, summarizing market trends, summarizing and reporting appraisal conclusions, communication with title companies to verify property characteristics and ownership, communication with market participants to verify market trends and information about comparable sales and rentals, demographics research and reporting, property inspections and supporting report exhibits.

EDUCATION

Boston College, Bachelors Degree, Double Major in English & Philosophy
Villanova Law School, Various Law Courses
The Appraisal Institute & Allied Business School, Real Estate Courses

STATE CERTIFICATION

State of California Certified General Real Estate Appraiser License No. AG 026990

KEY STAFF

ANNIE WATTS

Annie Watts was a researcher with Carneghi and Partners before she joined Watts, Cohn and Partners. Her responsibilities include report preparation, research, and confirmation of comparables, and production. She also functions as the administration of Watts, Cohn and Partners. Ms. Watts received her Master of the Arts from St. Andrews in Scotland in 2015.

V. Project Understanding and Approach

Any contracted work will be managed primarily by Sara Cohn and Mark Watts, the principals of Watts, Cohn and Partners. They will be responsible for executing the majority of the appraisal, assisted by researchers as needed. Scheduling the report turnaround is dependent upon several factors, such as the prompt provision of the subject's historical expenses, preliminary title report, inspection, and other pieces of information. Other factors include the complexity of the subject income stream, unusual improvements, hypothetical values, multiple values, etc. A normal commercial appraisal can be completed in 2 -3 weeks. We have the ability to commence work within ten days of a notice to proceed, if all the subject property information has been provided and inspection date has been scheduled.

As per our standard practice, the Fire District will need to supply any pertinent information available related to the subject property, such as a preliminary title report, rent roll, last three years of operating history, recent/pertinent zoning or planning approvals, and any other material you would have that would assist us in analyzing the property. Your cooperation in providing us this information is required in order for us to complete our work in a timely manner. Our partners and staff are accessible via phone or e-mail.

VI. Cost

Our report fees start at \$3,500 for a typical narrative appraisal reports. Fees are dependent upon property type, complexity, values, report format, and turn-around time. Watts, Cohn and Partners can prepare both self-contained and summary appraisal reports, however a narrative appraisal report is standard. Attached is a copy of our company's hourly billing and expense rates, if additional support or research is necessary. Typically, a retainer of 50 percent of the total fee is preferred for new clients.

VII. Conclusion

Watts, Cohn and Partners, Inc. is pleased to submit this response to the Coastside Fire District's request concerning real estate appraisal services.

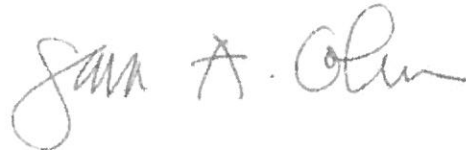
The undersigned are the President and Secretary of Watts, Cohn and Partners, Inc and have full authority to obligate the firm to honor the commitments set forth in this proposal. Further, the undersigned verifies that the material presented in true, correct and not misleading in any material way.

The balance of this proposal presents specific information on our firm, staff qualifications, appraisal assignments and references. Watts, Cohn and Partners has both the experience and resources to see that the necessary appraisals for the Coastside Fire District Properties

are handled in a competent, efficient, and professional manner. Our firm is willing and able to successfully perform the services requested. We look forward to working with you.

Sincerely,

WATTS, COHN AND PARTNERS, INC.



Sara Cohn, MAI
Certified General Real Estate Appraiser
State of California No. AG014469



Mark A. Watts
Certified General Real Estate Appraiser
State of California No. AG015362

