



4800 Ashford Dunwoody Road  
 Dunwoody, Georgia 30338  
 dunwoodyga.gov | 678.382.6700

## MEMORANDUM

**To:** Mayor and City Council

**From:** Michael Smith, Public Works Director

**Date:** November 5, 2018

**Subject:** **Approval of a Property Appraisal and Specialty Report Contract with Carr, Rahn & Associates for the Georgetown Gateway Project**

### **BACKGROUND**

The city has begun right of way acquisition for the Chamblee Dunwoody Georgetown Gateway project. There are 24 adjacent parcels where easements are necessary for construction and 7 of those parcels also require acquiring a narrow strip of additional right of way. All of the parcels are commercial or institutional properties except one residential parcel which has a driveway easement to connect the existing driveway to the new roadway. To date right of way and/or easement rights have been secured on 4 parcels.

Because this project includes federal funding the city is required to follow the Georgia Department of Transportation's (GDOT) policies for right of way acquisition including contracting with GDOT prequalified acquisition agents and appraisers. Additionally, specialty appraisal reports are required in addition to the basic land appraisal when there are potential impacts to commercial signs and other fixtures, or costs to cure impacts to business operations. There are ten parcels on the Gateway project that potentially will require specialty reports.

City staff requested a cost proposal (copy attached) for appraisal and specialty report services from Carr, Rahn and Associates. The city initially deferred real estate appraisal and acquisition services on the first 6 parcels closest to I-285 due to uncertainty as to how the Georgia Department of Transportation's I-285 managed lane project would affect the city's project. It was the city's understanding that the Chamblee Dunwoody Road bridge over I-285 would be replaced as part of the managed lane project and that the construction could extend a short distance in either direction on Chamblee Dunwoody Road.

Through further coordination with GDOT it is now understood that the I-285 project will end on the north side of the Cotillion drive intersection and that only one parcel may be affected by both projects. With the city now responsible for acquisition on the 6 parcels that were originally deferred, the total contract amount exceeds the \$50,000 purchasing threshold and requires council approval. Carr, Rahn and Associates is recommended based on the following factors:

1. The city's purchasing policy includes federally mandated requirements that for projects that include federal funding, professional services must be selected on the basis of qualifications. Carr, Rahn and Associates is highly qualified and has extensive experience providing appraisal services in support of public projects.



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2. As required by GDOT, Carr, Rahn and Associates is pre-qualified by GDOT to provide appraisal services.
3. The proposed consultant preparing the specialty reports for Carr, Rahn and Associates is the only metro Atlanta firm pre-qualified in all three categories of reports needed for this project.

As noted on the attached proposal, the original proposal scoped has been reduced to remove appraisals for three parcels where an appraisal is no longer necessary.

### **RECOMMENDED ACTION**

Staff recommends approval of a contract with Carr, Rahn & Associates for appraisal and specialty report preparation on the Georgetown Gateway project for an amount not to exceed \$87,000.

**CARR, RAHN & ASSOCIATES, INC.**  
**Real Estate Appraisers and Consultants**

DENNIS H. CARR, MAI  
MATTHEW J. RAHN, MAI

CONYERS  
1506 KLONDIKE ROAD, S.W.  
SUITE 403  
CONYERS, GEORGIA 30094-5173

ASSOCIATES  
JOHN F. PINNER  
J. SAMUEL HAIR  
ALONZO E. BRYANT

PHONE: (678) 686-5575  
FAX: (678) 686-5595

January 5, 2018

Ms. Mindy Sanders, PE  
Capital Projects Manager  
City of Dunwoody  
41 Perimeter Center East, Suite 250  
Dunwoody, Georgia 30346

RE: Project Number: N/A; PI #0012875;  
Chamblee-Dunwoody Road from  
Cotillion Drive to Peeler Road;  
Dunwoody, DeKalb County, Georgia

Dear Ms. Sanders:

As requested, this letter outlines our fee schedule to provide appraisals on multiple parcels impacted by the referenced project.

It is our understanding that we are to appraise the market value of the unencumbered fee simple interest, easements, and any other interest in the part taken plus any consequential damages offset to the extent of special benefits on each parcel in accordance with Georgia law.

We will prepare individual appraisals on each parcel.

# CARR, RAHN & ASSOCIATES, INC.

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Our fee schedule follows:

Parcel	Appraisal		Specialty Reports	Specialty Reports	Notes	
	Level	Appraisal Fee		Fee (inc. Admin)		
1	1	\$1,300	Landscaping/irrigation, sign	\$3,380	Originally deferred to GDOT	
2	3	\$4,000	Parking/maneuverability, light pole	\$4,875		
3	1	\$1,300	Backflow preventer/vault, landscaping/irrigation	\$6,240		
5	3	\$3,500	Parking/maneuverability, backflow preventer	\$7,800		
6	3	\$4,000	Landscaping/irrigation, parking/maneuverability	\$8,320		Backflow footnote
7	3	\$6,000	Parking/maneuverability, backflow preventer, sign	\$9,360		Likely will need trade fixture reports
8	1	\$1,300	-	\$0		
9	1	\$1,300	-	\$0	Backflow footnote	
10	1	\$1,300	-	\$0		
11	1	\$1,300	Landscaping/irrigation	\$2,860		
12	1	\$1,300	Sign	\$520		
13	1	\$1,300	Parking/maneuverability	\$4,420		
14	1	\$1,300	-	\$0		
15	1	\$1,300	-	\$0		
16	1	\$1,300	-	\$0		
17	1	\$1,300	-	\$0		
18	1	<del>\$1,300</del>	-	\$0	URA transfer to City, Appraisal not needed	
19	1	<del>\$1,300</del>	-	\$0	Converted to Driveway Easement, Appraisal not needed	
20	1	\$1,300	-	\$0		
21	1	\$1,300	-	\$0		
22	1	\$1,300	-	\$0		
23	1	\$1,300	-	\$0		
24	1	<del>\$1,300</del>	-	\$0	City already has easement rights, Appraisal not needed	
Totals		\$42,200	\$38,300	\$47,775		
<b>Grand Total</b>		<del>\$89,975</del>	\$86,075			

This fee quote includes the subcontracting and management of specialty reports by Carr, Rahn and Associates via the utilization of GDOT approved subcontractors.

The appraisals will be prepared in conformance with and subject to the Code of Ethics and Standards of Professional Practice of the Appraisal Institute, the Uniform Standards of Professional Appraisal Practice of the Standards Board of the Appraisal Foundation, and the rules and regulations of the Georgia Real Estate Appraisers Board.

If this assignment should be cancelled by you at any time prior to completion, you will be billed for any time and expenses incurred to date. At that time, you would also be entitled to a copy of any data compiled.

It should be noted that we are not experts in the area of hazardous materials and/or wetlands. Unless we have been advised otherwise, our report will have a limiting condition concerning hazardous materials and/or wetlands.

**CARR, RAHN & ASSOCIATES, INC.**  
**Real Estate Appraisers and Consultants**

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If you are in agreement with this proposal, please sign the copy of this letter attached hereto and return it to us at your earliest convenience. By signing, you are acknowledging liability for payment of this fee, plus 15% attorney's fees if collection is required.

We hope we can be of service to you in this matter. Please call if you have any questions.

Respectfully,

**CARR, RAHN & ASSOCIATES, INC.**



Matthew J. Rahn, MAI  
State of Georgia Certified Real Property Appraiser (CG303999)

Above terms agreed to:

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Date