

## IMPORTANT INFORMATION

TO: Property/Casualty Program Council Representatives

FROM: Martha H. Rademacher, Director of Finance & Programs

DATE: May 31, 2005

RE: Fixed Asset Appraisal Program – Update for members not started

### STATEMENT OF ISSUE

There are still 26 members who have not yet contacted Maximus to begin the fixed asset appraisal process.

You are receiving this memo because your agency is one of the 26 members who have not started the process

### BACKGROUND

The PDRMA Board of Directors has made a considerable financial commitment to this project with the expectation that the value will extend far into the future for PDRMA members. To review the benefits of this significant undertaking, please visit the PDRMA website. There is a link at “What’s New” that will take you to the history of this important effort.

Property insurers and reinsurers are demanding that PDRMA have complete underwriting information about all member assets and that the information be readily accessible. Reported values have become a very large issue in two significant losses that PDRMA members have incurred in the last 24 months.

The property/casualty program council representative at your agency (which should be the same person receiving this correspondence) should have received several communications since 2002 inviting your participation by completing the Maximus questionnaire. So far, members’ appraisals have been completed at their initiation and convenience and to meet the timing of their own GASB 34 compliance. PDRMA’s contract with Maximus contemplated completion in a three-year time period and the goal is to have every member completed by March 31, 2006.

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**Therefore in order to take advantage of the reduced price negotiated in the contract, we must take steps to schedule all remaining members now.**

In order to get started, please complete the attached questionnaire and return to Bob Dengel at Maximus. The questionnaire can be faxed to (847) 564-9136, or mailed to:

Bob Dengel  
Maximus  
60 Revere Drive, Suite 200  
Northbrook, IL 60062

Any questions regarding the questionnaire can be directed to Bob at [robertdengel@maximus.com](mailto:robertdengel@maximus.com) or (847) 513-5570.

Please act quickly because the closer it gets to the project end-date, the less flexibility there may be in scheduling. In order to meet the scheduled completion date, ***all members need to contact Maximus by June 30, 2005***, at which time a specific schedule may have to be created that may not be as convenient as scheduling your own.

*If you have any questions at all*

Call Martha Rademacher or Johanna McFadden at (630) 769-0332  
or email at [mrademacher@pdrma.org](mailto:mrademacher@pdrma.org) or [jmcfadden@pdrma.org](mailto:jmcfadden@pdrma.org)