



A publicly traded company NYSE: MMS

**GASB-34 Questionnaire & Consulting Proposal Request**

To:

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Pages: 4 (including cover page)

**Subject: Request for Data – GASB 34 Capital asset Management Consulting Services**

MAXIMUS looks forward to providing you with our recommendations for GSB-34 and capital asset management consulting services. MAXIMUS is pleased to partner with PDRMA on this approach to leverage the desired insurance appraisal work and provide significant cost savings in the area of GASB 34 compliance. In order for us to develop a service best suited to meet your specific District's needs, we will appreciate your time in completing the questionnaire below. Feel free to insert comments as needed. Upon completion, please mail, fax or e-mail this questionnaire to my attention using the information provided above. If you have any questions or require any additional assistance please feel free to contact me.

**1. General Questions:**

Fiscal year operating budget? \_\_\_\_\_

Name of current independent auditors? \_\_\_\_\_

Audit Manager: \_\_\_\_\_ City: \_\_\_\_\_

**(A) What steps have you taken to prepare for GASB-34 implementation**

- Formed GASB-34 committee (internal)
- Consulted with independent auditors
  - Auditor is assisting with the financial reporting conversion process
- Will request external assistance with GASB 34 compliance

**(B) What is your District's capitalization threshold?**

- \$1,000
- \$5,000
- Undecided / Other / Comments \_\_\_\_\_

**(C) Is there a current capital asset management system in place?**

- Yes
- No

Please rate the condition of the current system:

- Good
- Fair
- Poor



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**(D) We anticipate requiring assistance with the following types of assets for GASB-34:**

- Infrastructure
- Land
  - Lots & Parcels
  - Easements & Right-of-Ways
- Buildings
- Land Improvements
- Moveable Capital Assets (equipment & furniture)
- Vehicles

**2. Asset Information Questions:**

**(A) Land**

Is there a current listing of District-owned land parcels with historic cost (est. or actual)?  Yes  No

If no, would you like a quotation to develop a land parcel inventory and cost?  Yes  No

Approximate # of land parcels: \_\_\_\_\_

Is there a current listing of Easements & Right-of-Ways w/historic cost (est. or actual)?  Yes  No

If no, would you like a quotation to develop and inventory and cost?  Yes  No

Approximate # of Easements / ROW's: \_\_\_\_\_

**(B) Land Improvements**

Is there a current listing of District-owned land improvements with historic cost?  Yes  No

If yes, do you consider this inventory to be reasonably accurate and current?  Yes  No

**(c) Buildings / Structures**

Is there a current listing of District-owned building / structures with historic cost?  Yes  No

If yes, do you consider this inventory to be reasonably accurate and current?  Yes  No

**(D) Machinery and Equipment**

Is there a current listing of District-owned machinery & equipment with historic cost?  Yes  No

If yes, do you consider this inventory to be reasonably accurate and current?  Yes  No

Will you want to include assets below your capitalization threshold in the inventory?  Yes  No

Please list "critical" assets you'd like recorded and tagged but NOT capitalized:

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**3. Infrastructure – (if applicable)**

Infrastructure can be defined as long-lived, stationary assets that can be preserved for a significantly longer period than other capital assets, such as bridges or roadways. For many Park Districts, these assets may also be classified as Land Improvements. In order for MAXIMUS to best meet the District's needs in both service level and fee, please describe how your current infrastructure is maintained:

(A) Are there owned Bridges?  Yes  No

Approximate Quantity – Pedestrian: \_\_\_\_\_

Approximate Quantity – Roadways: \_\_\_\_\_

(B) Are there owned Highways / Roads?  Yes  No

Are there current records and/or drawings available?  Yes  No

If yes, what form

Maps

Electronic

GIS

(C) Are there owned Street Lighting Systems?  Yes  No

(D) Are there owned Street Traffic Controls and Signals  Yes  No

(E) Are there owned Tunnels, Flood Retention areas, Dams and/or Levees?  Yes  No

Please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(F) Are there owned Water Distribution Systems?  Yes  No

Are there current mappings and/or drawings available?  Yes  No

If Yes, what form:

Maps

Electronic

GIS

Approximate total number of miles: \_\_\_\_\_

(G) Are there owned Sewer Collection Lines (circle one or both: Storm / Sanitary)?  Yes  No

Are there current mappings and/or drawings available?  Yes  No

If Yes, what form:

Maps

Electronic

GIS

Approximate total number of miles: \_\_\_\_\_

**GENERAL INFRASTRUCTURE COMMENTS YOU FEEL WILL ASSIST US IN DEVELOPING YOUR QUOTE:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Note: Please include a complete listing of the District's Park, Administrative, Maintenance and other locations when returning this document. Information relative to Square Foot area for the larger buildings is very helpful, though not essential. Other potential lists include your current Statement of Values and/or marketing documents that identify all locations by utilization / use.