



REQUEST FOR INFORMATION (RFI)

Date Issued: May 08, 2018

Personal Property Appraiser

The State of Alaska, Department of Revenue, Treasury Division, Unclaimed Property program is requesting letters of interest from vendors who would be willing to participate in a contract bid process to select and engage a personal property appraiser under contract to evaluate tangible personal assets in the State's possession as the State prepares to sell the items at auction. The personal property to be reviewed is primarily used jewelry composed of precious metals, diamonds, gems and pearls. There are also some antiques and other Alaskan artifacts.

The intent of this RFI is to identify interested parties who have the qualifications and expertise that the State can retain and engage in a contractual relationship to appraise selected items and auction lots as needed. The State seeks to identify interested parties that have experience in evaluating these specific asset categories and also have specialized knowledge and experience to successfully help the State to determine appropriate values and sales value expectations to use for future unclaimed personal property auctions.

Background Information:

Under the authority of Alaska Statute title 34, chapter 45, the State of Alaska administers the Uniform Unclaimed Property Act. A.S. 34.45.260 further specifies that all tangible personal property held in a safe deposit box in a financial institution that remains unclaimed by the owner for more than one year after the lease or rental period on the box has expired, are presumed abandoned. Financial institutions report and remit this property to the State annually. Upon delivery of the property to the department of Revenue, Treasury Division, Unclaimed Property Program (UCP) the State assumes custody and responsibility for the safekeeping of the property. The State makes every effort to find the owners of the property and returns it to owners when a valid claim on the property is submitted and approved. The State advertises property on a national database of unclaimed property that can be found at <http://www.missingmoney.com/>

A.S. 34.45.360 specifies that the department, within three (3) years after receiving the abandoned property, shall sell it to the highest bidder at auction. The department shall determine the most favorable market for the property involved.

The State maintains an inventory of items that have exceeded the 3-year retention period and are now qualified for auction sale. The auction items consist of coins and currency that have been deemed to have a numismatic value, meaning these items cannot simply be deposited and must be sold at auction. The inventory includes a variety of jewelry, watches and gold nuggets, some items are appropriate for auction while other pieces are deemed as items that qualify for sale as bullion or melt value only, and still others may be deemed as having no commercial value and only qualify to be discarded. For selected inventory items the State seeks to obtain first an appraisal of the items value before the item can be released to an auction provider. The State envisions that the appraisal function and the auction function will be segregated to insure the integrity of the process.

The objective of this Request for Information (RFI) is to seek out and identify interested and qualified parties to facilitate the required appraisal process for selected auction lots. The State currently has in excess of 2000 auction lots, however not all will be selected for appraisal.

The State is seeking the following service:

- Identify and report appraisal value by auction item and lot
 - Ivory carvings and other Alaskan artifacts
 - Raw gold nuggets and flakes
 - Gold jewelry, gold nuggets, diamonds and other precious gems, rings, necklaces, watches
 - Numismatic coins and currency

Response Information:

Interested parties are invited to submit a letter of interest that includes a response which provides their experience and qualifications to conduct appraisals:

1. Provide a general description of your business capabilities and experience level related to evaluating personal assets and establishing values for estate sales or auctions.
2. Specifically include any relevant information regarding any professional certifications or credentials that you or your firm maintain that qualifies you for personal property appraisal work.
3. Please disclose any applicable professional references that you have for providing these services to other government entities, police departments, or auction providers.
4. Shipping and or travel may be a factor, please describe your physical location relative to Juneau, Alaska.
5. Provide information about your willingness to travel to Juneau, Alaska for appraisal evaluations if necessary, or further disclose if you are already located in Juneau, Alaska.
6. If unable to travel to Juneau Alaska, then please propose how you intend to facilitate an appraisal of the physical items and provide security for the property item during the appraisal process.

Other Information:

Alaska procurement processes and regulations outlined in Alaska statute 36.30 will apply to the procurement if one is issued, this will include preferences applied to Alaskan bidders.

Please also know that an Alaska Business license will be required in order for the State to engage an appraisal service.

Responses to this RFI are for informational purposes only.

Do not include cost estimates as they will not be considered in a response.

As a statement of fact, Alaska Treasury employees and their immediate family members are prohibited from bidding on any item in an unclaimed property auction.

Interested parties are required to submit their response in writing by **1:30 pm Alaska Time by May 22, 2018**, to the following:

Bronze Ickes

Procurement Officer

Department of Revenue

Treasury Division

Phone: (907) 465-2362

Email: bronze.ickes@alaska.gov

Emailed PDF documents or hard copy responses are acceptable. If sending a hard copy response, send the response to the following address:

U.S. Mail:

State of Alaska Dept. of Revenue Treasury

P.O. Box 110405

Juneau, AK 99801-0405

Delivery Service (Fed Ex, UPS, etc.):

333 Willoughby Ave.

Juneau, AK 99811-0405 11th Floor

It is the responsibility of the interested party to follow up with the individual listed above to ensure your response was received prior to the time and date specified.

This RFI does not extend any rights to prospective contractors or obligate the state to conduct a solicitation or purchase any goods or services.