



Interactive Reserve Analysis

INTERACTIVE UPDATE PROGRAM FOR DMA CAPITAL RESERVE STUDIES

DMA offers its' *Interactive Update Program* which features several maintenance and updating services for your Capital Reserve Study.

PERIODIC REVIEWS

At any time after delivery of your Capital Reserve Working Plan, DMA can review it to address any of the issues below:

- Major projects, unexpected expenditures
- Actual bids or contracts that vary in price from the study estimate
- Addition of new components / deletion of components from reserve account
- Deferral or advancement of replacement projects from estimated dates in the study
- Material changes in your community's financial position
- Changes or updates to the projected inflation rate or interest percentage earned on funds
- Annual review of the study by the Board or Management for next year's budget

An annual review should include:

- Adjustments to the funding contribution, if any.
- Adjustments to the study based on any actual capital component replacements that you may have made during the previous year.
- Adjustments to current inflation and/or interest rates.
- Significant changes to the condition of the community's assets due to unusual circumstance or conditions.

In addition to the above a five year update should include:

- Updating the inventory of components.

- Inspection and evaluation of the condition of the components and their remaining useful life.
- Updating of the unit costs.

We will make any requested revisions to the plan for an *hourly* charge based on our rates in place at the time, and resend the spreadsheets to you. We also have DMA's *File Share Site* where we can upload the schedule of components and you can make proposed changes to the schedule yourself and upload it back to the site. We can then update the study from that information. Typically, the time involved in these updates is one to two hours. On-line work sessions can be held also, at the same hourly rate. The maximum hourly cost for an annual update will not exceed the cost for a *Level III* study defined below. Our hourly fee for On-Going Working Plan Maintenance is charged in 30 minute increments.

LEVEL II RESERVE STUDY UPDATE (with site visit)

At any time after completion of a DMA prepared Level I or Level II capital reserve study we can perform a complete Level II Update. This includes revisiting your property and re-evaluating all components. We then re-price all reserve components, revise inflation and interest rates, update beginning year to current year, and include any changes in your reserve account status and status of components, actual replacement dates and costs, as provided by you. This service includes one on-line work session and one follow-up session. This service is priced by proposal only. Please visit our website to make a request for a proposal. We recommend that a Level II study be performed at least every 3 to 5 years.

LEVEL III RESERVE STUDY FINANCIAL UPDATE (without site visit)



Interactive Reserve Analysis

At any time up to four years after completion of a DMA prepared Level I or Level II capital reserve study, we offer a reserve study financial update which will include re-pricing all reserve components, revisions to inflation and interest rates, update beginning year to current year, and include any changes in your reserve account status and status of components, actual replacement dates and costs, as provided by you. This service includes one on-line work session and one follow-up session if necessary.

If you have additional questions about DMA reserve studies, please contact us at our office at 804-644-6404 or by e-mail at admin@dma-va.com.