

FAS LOCATION 1 Requirements and General Information

Location 1 is a five-character element identifying the physical location of an asset. It is a required element when adding an asset in FAS. The State Controller's Office (SCO) Bureau of Accounting Operations assigns and maintains Location 1 codes on the FAS LOCATION1 TABLE 38 for statewide use, and on FAS Descriptor Table 19 for agency specific use. This element helps prepare risk management insurance information relating to buildings and contents. Additionally, this code will satisfy legislative and other requests regarding property that the State owns, rents, or leases.

Location codes can be alphanumeric. However, the numbers are usually sequential with the following parameters:

Sequential Number Ranges	Parameters
00100 – 49999	State-owned or managed
50000 or greater	Leased buildings

Buildings will require a Location1 Land Associated code; therefore, the land may have to be added to FAS before adding the building.

LAND AND BUILDING MAINTENANCE FORM INSTRUCTIONS

Agency Name	
Agency Code	

Function	Add or Change
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- 1 – Required for land and buildings
 2 – Required for buildings
 3 – Land – optional information
 4 – Use Acreage or Lot Size, but not both

See codes on next pages

Location1	Assigned by SCO	¹ Responsible Agency Code	
¹ Ownership		Owner Comment or Reference	
¹ Class Code		² Location1 Land Associated	
² Year Built			
¹ Street Address	40 characters (can be highway or legal location or some other description of the location)		
Reference Address			
¹ City		¹ Zip Code	
¹ Miles from Town	Four digits (can be all zeros)	² Sq Ft	Six digits
⁴ Acreage		⁴ Lot Size	4 digits x 4 digits
Description	40 characters		

¹ County		³ Block		³ Subdivision	
³ Parcel		³ Tract		³ Easement	
³ Lot No		³ Instrument		² Construction Code	

Original Amount \$		Fair Market Value \$	
		Date of FM Valuation	Current date (mm/dd/yyyy)

Authorized Signature: _____

Date: _____

Send form to: Fax: 208-334-3415 or E-mail: dsahelpline@sco.idaho.gov

FAS Tables and correlating FAS Codes

Table D02	Agency Control
The agency number entered will be validated to this table in STARS.	

Table FD 02	Class Code
The class code entered will be validated to this table in FAS.	

Table FD07	Construction Code	Notes
AAA	Construction Class A	<i>See the Marshall Valuation Service – Class of Construction chart below for an explanation of construction codes.</i>
BBB	Construction Class B	
CCC	Construction Class C	
DDD	Construction Class D	
SSS	Construction Class S	

Table FD08				County Code					
01	Ada	11	Boundary	21	Franklin	31	Lewis	41	Teton
02	Adams	12	Butte	22	Fremont	32	Lincoln	42	Twin Falls
03	Bannock	13	Camas	23	Gem	33	Madison	43	Valley
04	Bear Lake	14	Canyon	24	Gooding	34	Minidoka	44	Washington
05	Benewah	15	Caribou	25	Idaho	35	Nez Perce		
06	Bingham	16	Cassia	26	Jefferson	36	Oneida		
07	Blaine	17	Clark	27	Jerome	37	Owyhee		
08	Boise	18	Clearwater	28	Kootenai	38	Payette		
09	Bonner	19	Custer	29	Latah	39	Power		
10	Bonneville	20	Elmore	30	Lemhi	40	Shoshone		

Table FD09	Instrument
01	Warranty Deed
02	Quick Claim Deed
03	Bargain & Sale Deed
04	State of Idaho Grant
05	Government Grant
06	Government Withdrawal
07	Easement
08	Materials Lease
09	Minerals Lease
10	Building Lease

Table FD10	Easement Code
01	Utility
02	Roadway
03	Standard Approach
04	Partial Control Type A
05	Partial Control Type B
06	Partial Control Type C

Table FD23	Ownership
A	Agency Owned
C	Combined with other State Agency
E	Endowment Property
F	Federal Ownership & Title Reportable
G	Grants with Potential Federal Claim
L	Lease Property
N	Non State Agency Owned
O	Other State Agency Owned
X	Non-reportable – Federal Title

MARSHALL VALUATION SERVICE

CLASS OF CONSTRUCTION

The class of construction is the basic subdivision in the Marshall Valuation Service, dividing all buildings into five basic cost groups by type of framing (supporting columns and beams), walls, floors, roof structures, and fireproofing.

Class “A” buildings have fireproofed structural steel frames with reinforced concrete or masonry floors and roofs.

Class “B” buildings have reinforced concrete frames and concrete or masonry floors and roofs.

Class “C” buildings have masonry or concrete exterior walls, wood or steel roofs, and floor structures, except for concrete slab on grade.

Class “D” buildings generally have wood frames, floors, and roof structures. They may have a concrete floor on grade and other substitute materials but are considered combustible construction. This class includes the pre-engineered pole- or post-frame buildings.

Class “S” buildings have frames, roofs, and walls of incombustible metal. This class includes the pre-engineered metal buildings.

In each class, there will be variations, combinations, and subclasses, but for the purposes of pricing, the major elements of the building should be considered in selecting costs from the tables. Thus, if a building, which is otherwise in Class B, has a wood or steel truss roof, the cost for the Class B building may still be representative. Also, a Class C building may have concrete plank floors. Interpolations may be made if the appraiser feels the building overlaps two classes sufficiently or the Segregated Cost Sections may be used to modify the cost.

In most localities, some buildings are built which are hybrids in construction, such as those with complete Class A framing, including columns and girders, but with wood floor joists and sheathing. In all such hybrids, the appraiser must judge whether to adjust the costs or interpolate between classes and qualities.

CLASS	FRAME	FLOOR	ROOF	WALLS
AAA	Structural steel columns and beams, fireproofed with masonry, concrete, plaster, or other noncombustible material.	Concrete or concrete on steel deck, fireproofed.	Formed concrete, precast slabs, concrete or gypsum on steel deck, fireproofed.	Nonbearing curtain walls, masonry, concrete, metal and glass panels, stone, steel studs and masonry, tile or stucco, etc.
BBB	Reinforced concrete columns and beams. Fire-resistant construction.	Concrete or concrete on steel deck, fireproofed.	Formed concrete, precast slabs, concrete or gypsum on steel deck, fireproofed.	Nonbearing curtain walls, masonry, concrete, metal and glass panels, stone, steel studs and masonry, tile or stucco, etc.
CCC	Masonry or concrete load-bearing walls with or without pilasters. Masonry, concrete or curtain walls with full or partial open steel, wood or concrete frame.	Wood or concrete plank on wood or steel floor joists or concrete slab on grade.	Wood or steel joists with wood or steel deck. Concrete plank.	Brick, concrete block or tile masonry, tilt-up, formed concrete, nonbearing curtain walls.
DDD	Wood or steel studs in bearing wall, full or partial open wood or steel frame, primarily combustible construction.	Wood or steel floor joist or concrete slab on grade.	Wood or steel joist with wood or steel deck.	Almost any material except bearing or curtain walls of solid masonry or concrete. Generally combustible construction.
SSS	Metal bents, columns, girders, purling, and girts without fireproofing, incombustible construction.	Wood or steel deck on steel floor joists or concrete slab on grade.	Steel or wood deck on steel joists.	Metal skin or sandwich panels. Generally incombustible.