

(Date)

Re: Acquisition Services
Project No.:
Project Name:

The purpose of this letter is to solicit a proposal for Acquisition Services for the tracts to be acquired as part of the above captioned project. The enclosed plans provide details of the areas valued by the appraiser.

This is a Federal-Aid project so federal requirements for acquisition services must be adhered to.

The work required for this project is described in this document and as noted in the enclosed Acquisition Specifications and Appendix A and B of that document.

We have valuation reports on each property on the project. They are as follows:

Tract No.

Type of Valuation Report

Your proposal for this project should include the following and should be entered on Appendix B:

- a. Your fee to negotiate for the acquisition of each property needed.
- b. The date you expect to be able to start and completed the requested services
- c. Your fee for each day and for each half day appearance in County Court if property must be acquired by eminent domain and our attorney requests your appearance.

Please submit your proposal to this office on or before _____ .

If additional information is necessary or desirable, please contact _____ .

Sincerely,

Name
Title

Enclosures

xc: File