

Date

Re: Appraisal Services  
Project No.:  
Project Name:

Dear \_\_\_\_\_ :

The purpose of this letter is to solicit a proposal for appraisal services for the tracts to be acquired as part of the above captioned project. The enclosed plats provide details of the areas needed to be valued.

This is a federal-aid project, so federal requirements for appraisal and acquisition of the tracts must be adhered to.

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

You are requested to record your fee for each tract and the total fee for the project on Appendix C.

In addition, you should indicate the date you expect to start this service and the date you expect to complete it. Further, appendix C shall be signed and dated in the space provided.

We have looked at each tract on this project and have estimated which type of valuation document we feel is appropriate for each tract. They are as follows:

<u>Tract No.</u>	<u>Type of Report</u>
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If, on a tract-to-tract basis, you feel that some other type of valuation document is more appropriate, please so state in your proposal.

Your proposal for this project should include the following:

- a. Your fee to value each tract.
- b. The time you feel necessary to complete the work after notification to proceed.
- c. Your fee to appear in County Court if it is necessary to acquire any property by eminent domain.

All these items will be factors in evaluating proposals.

Please submit your proposal to this office on or before?? . If you have any questions or desire additional information, please contact at ( ) - .

Sincerely,

Name  
Title

Enclosures

xc: File