|  |
| --- |
| ADMINISTRATIVE ADJUSTMENT/CONDEMNATION REVIEW FORM |
|  |
| CLAIM OF: |  | TIP/PARCEL: |  |
| PROJECT DESCRIPTION: |  | COUNTY: |  |
| AGENT WHO HANDLED CLAIM: |  | OFFER DATE: |  |
|  |
| DATES OF NEGOTIATING CONTACTS: |  | WBS Element: |  |
|  |
| DO AREAS BELOW MATCH APPROVED APPRAISAL: | [ ]  YES | DIARIES AVAILABLE ON : | [ ]  S Drive | [ ]  Share Drive |
|  |
| IF THIS IS A UTILITY PARCEL, CHECK HERE | [ ]   | UTILITY PARCEL ACQUISITION DATE, IF APPLICABLE |  |
|  |
| TOTAL LAND AREA: |  | AC. | DUE: |       | AC. | TCE |       | AC. |  |
| AREA LEFT OF R/W: |  | AC. | PUE: |       | AC. | TDE |       | AC. |  |
| AREA IN R/W: |  | AC. |  AUE: |       | AC. | PDE |       | AC. |  |
| AREA RIGHT OF R/W: |  | AC. |  |       | AC. |  |       | AC. |  |
|  |
| IMPROVEMENTS IN RIGHT OF WAY (must match appraisal & offer letter): |  |
|  |
|  |
| ALLOCATION OF |  | LAND: | $ |  | RHP AMOUNT: $ |  |
|   PART TAKEN: |  | IMPROVEMENTS: | $ |  | CARVE OUT USED IN EVALUATION | [ ]  YES [ ]  NO |
|  | DAMAGES: | $ |  | % OF APPRAISAL USED AS BASIS FOR EVALUATION |  |
| BENEFITS: | $ |  |
| AMOUNT OF APPROVED APPRAISAL: | $ |  | TYPE OF ZONING: |  |
|  |  |  | HIGHEST AND BEST USE |  |
|  |  |  | RESIDUE VALUE, IF ANY |  |
|  |
| LIST OF ALL APPRAISALS, INCLUDING RED-LINE, ADJUSTMENT LETTER, AND PROPERTY OWNER APPRAISALS’ |
| NAME OF | DATE OF | STAFF, FEE, DIV | TYPE OF | BEFORE | AFTER | DIFFERENCE |
| APPRAISER | APPRAISAL | AGENT, REVIEWER | APPRAISAL | VALUE $ | VALUE $ | $ |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|  |
| TYPE OF ACCESS CONTROL: | FULL |  | PARTIAL |  | NONE |  | ACRES ISOLATED BY PROJECT: |  |
|  |
| HIGHEST AMT. NEGOTIATED $:  |  | COUNTER-OFFER BY PROPERTY OWNER: $ |  |
|  |
| ARE THERE LEASES INVOLVED? |  | WAS OFFER MADE TO LESSEE? |  |
|  |
| POTENTIAL CONTAMINATION AND/OR USTS ON THIS PARCEL? [ ]  YES [ ]  NO [ ]  NAIF YES, ARE GEO-TECH MEMO RECOMMENDATIONS AVAILABLE? [ ]  YES [ ]  NO [ ]  NA |
|  |
| IF OWNER REPRESENTED BY ATTORNEY, GIVE NAME OF ATTORNEY (OR N/A) |  | SUPERVISORY CONTACT MADE: | [ ]  YES[ ]  NO |
|  |
| DOES OWNER HAVE A COPY OF THE DEPT’S APPRAISAL | [ ]  YES [ ]  NO | ANY OTHER CLAIMS ON THIS PROJECT WITH THIS OWNER?ARE YOU AWARE OF PREVIOUS CLAIMS WITH THIS OWNER? | [ ]  YES [ ]  NO[ ]  YES [ ]  NO |
|  |
| REQUEST FOR DEPOSIT DATE: |  | CONDEMNATION DATE: |  | R/W COMP. DATE: |  |
|  |
| **R****EMARKS/COMMENTS: Indicate counteroffers and negotiations efforts and owner’s justification of counteroffers, and any and all unusual aspects of the claim; Explain damages (proximity, cost to cure, isolation, partial control of access, etc.); Explain proximity damages (how much, distance of R/W from structure before and after, % of damages.); Indicate current and/or previous claims with owner and results if known;**  |

|  |
| --- |
|  |

|  |
| --- |
| ON CLAIMS IN CONDEMNATION, THE INCREASE IN THE AMOUNT OF SETTLEMENTS ABOVE THE AMOUNTS OF DEPOSITS AVERAGED 86% FOR STATE FY 2024. |
| [ ] **RECOMMENDATION** [ ] **APPROVAL** |  |  |  |
|  |  |  |  |
| RW AGENT – SENIOR RW AGENT - DIVISION R/W AGENT - CONSULTANT PROJECT MANAGER  | Date:  |  |  |
|  |

|  |
| --- |
|  **REQUESTED ACTION FOR CONDEMNATION ON APPROVED APPRAISALS < $500k:** |
|  |
| [ ]  NEGOTIATE UP TO $ |  | BEFORE FILING |
| [ ]  FILE CONDEMNATION IF REASONABLE COUNTEROFFER NOT RECEIVED |
| [ ]  R/W REVIEW BOARD MET ON  |       | AND APPROVED A SETTLEMENT UP TO $ |       |
| [ ]  OTHER ACTION/REMARKS: |       |
|  |

|  |
| --- |
|  |
| **ADMINISTRATIVE ADJUSTMENT/CONDEMNATION REVIEWED AND APPROVED:** |
|  |  |
| AREA NEGOTIATOR/ASSISTANT STATE NEGOTIATOR/STATE NEGOTIATOR |  | Date: |  |
|  **REQUESTED ACTION FOR CONDEMNATION ON APPROVED APPRAISALS $500,000.00 or above:** |
|  |
| [ ]  NEGOTIATE UP TO $ |  | BEFORE FILING |
| [ ]  FILE CONDEMNATION IF REASONABLE COUNTEROFFER NOT RECEIVED |
| [ ]  R/W REVIEW BOARD MET ON  |       | AND APPROVED A SETTLEMENT UP TO $ |       |
| [ ]  OTHER ACTION/REMARKS: |       |
|  |

|  |
| --- |
|  |
| **ADMINISTRATIVE ADJUSTMENT/CONDEMNATION REVIEWED AND APPROVED:** |
|  |  |
| ASSISTANT STATE NEGOTIATOR/STATE NEGOTIATOR |  | Date: |  |