

FINAL RFP

ARIZONA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY GROUP
ACQUISITION SECTION
205 South 17th Avenue, MD 612E
Phoenix, Arizona 85007

AUTHORIZATION TO RELEASE INFORMATION TO THIRD PARTY

To Whom It May Concern:

The Arizona Department of Transportation is currently in the process of purchasing my property located at _____, Phoenix, Arizona.

You may consider this letter as your authorization to provide the following loan information to the Arizona Department of Transportation. We are enclosing a self-addressed stamped envelope for your convenience.

- 1. Current Principal Balance _____
- 2. Current Interest Rate _____
- 3. Monthly Payment (principal & interest only) _____
- 4. Original term of loan (months) _____
- 5. Remaining term of loan (months) _____
- 6. Heloc loan balance 180 days prior* _____

If you have any questions, please contact Right of Way Agent _____
Phone Number: _____

THIS LETTER ALSO AUTHORIZES YOU TO PROVIDE ALL INFORMATION ON MY LOAN TO THE STATE'S ESCROW AGENCY UPON REQUEST. *NOTE IF MORTGAGE IS A HELOC, PLEASE PROVIDE BOTH CURRENT PRINCIPAL BALANCE AND PRINCIPAL BALANCE THAT EXISTED 180 DAYS PRIOR TO THIS REQUESTED DATE. DO NOT INCLUDE ANY LATE PAYMENTS, FEES, ETC. IN PRINCIPAL BALANCE.

Property owner to provide current:

Mortgage loan servicer _____

Mortgage loan servicer address _____

Mortgage loan number _____

Loan servicer phone number _____

_____	_____	_____	_____
Property Owner/Borrower	Date	Property Owner/Borrower	Date

Project: _____ Section: _____ Parcel: _____

FINAL RFP

RIGHT OF ENTRY AND USE

Name
Attention
Address
City, State, Zip Code

Dear

Permission is hereby granted for _____ of _____, employees or their agents to enter upon the land State of Arizona, by and through the Arizona Department of Transportation (ADOT) land described as follows:

Property Identified as: Approximately _____ square feet of that portion of Land _____ Arizona, GSRB&M

Part of Tax Code # _____

ADOT Parcel # _____

For the purpose(s) of: Access for _____

It is understood that this is a voluntary permission and is not a waiver in any way of the right to compensation for such land or of any remedy authorized by law to secure payment thereof.

This Right of Entry permission is in effective on the **Close of Escrow Date or the Order of Immediate Possession**, and it is further agreed that said permission will terminate automatically **upon the beginning of the proposed construction of the _____.**

In receipt of this agreement we are requesting from the _____, a Certificate of Public Liability Insurance naming ADOT as "Additional Insured" in the amount of not less than \$2,000,000.00 and will hold harmless the Arizona Department of Transportation from any liability as a result of any actions caused by _____, agrees to hold the State of Arizona, by and through the Arizona Department of Transportation (ADOT) harmless from any liability as a result of actions caused by _____, in conjunction with the its employees, licensees, invitees, trespassers or third parties.

On _____ day of _____, 2014.

DATE

APPROVED: ARIZONA DEPARTMENT OF TRANSPORTATION:

By: _____
Raul R. C. Torres, Manager
Property Management Section

FINAL RFP

ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT)
RIGHT OF WAY GROUP – STATEWIDE/URBAN ACQUISITION SECTION

**SUMMARY STATEMENT OF OFFER TO PURCHASE
AND
IMPROVEMENT REPORT**

This statement accompanies our letter of _____ and shows the basis on which the offer is made, including any settlement amount.

A. IDENTIFICATION OF THE PROPERTY

The land is identified as _____,
_____ County, Arizona

also known as Assessor Parcel No(s). _____

B. THE ESTATE OR INTEREST NEEDED

The estate(s) or interest(s) needed is/are as follows (indicated by an "X"):

- Fee interest (new right-of-way) _____ Square Feet
- Underlying fee interest (existing rights-of-way) _____ Square Feet
- Easement (new right-of-way) _____ Square Feet
- _____ Easement _____ Square Feet
- Temporary Construction Easement _____ Square Feet
- _____ _____ Square Feet

C. THE OFFER AS JUST COMPENSATION, AND BREAKDOWN

The amount offered represents just compensation, and is the result of a review and analysis of an appraisal made by a certified real estate appraiser. If only part of the property is needed, full consideration has been given to the value of the remaining property, including items requiring compensation on a "cost-to-cure" basis, if any. The analysis of the remaining property takes into account the effect of the acquisition of the land needed, and the establishment and construction of the project. A breakdown of the offer is as follows:

Land (including improvements)	\$	_____
Severance Damages to remaining property (possible on partial acquisitions only)	\$	_____
"Cost-to-Cure" compensation involving a facility or component on the remaining property	\$	_____
_____	\$	_____
Total Just Compensation	\$	_____

Project: _____ Section: _____ Parcel: _____

FINAL RFP

D. THE IMPROVEMENTS

THE IMPROVEMENTS ASSOCIATED WITH THE PURCHASE ARE DESCRIBED AS FOLLOWS: _____

It is hereby acknowledged that all buildings and other improvements listed above that are situated entirely within or partially within the Right of Way take limits are conveyed to ADOT with Rights of Entry upon the Grantors remaining land for the purpose of building removal and other improvements as noted.

E. COST TO CURE

THE COST TO CURE ASSOCIATED WITH THE PURCHASE ARE DESCRIBED AS FOLLOWS: _____

Grantor agrees to remove all cost to cure items no later than 30 days from the date of payment, and assumes all liability connected with said removal. Further, upon expiration of the time provided for removal, all improvements associated with the cost to cure remaining partially or wholly upon the lands conveyed shall become the property of the State of Arizona, and all rights of the Grantor to said improvements associated with the cost to cure shall cease and terminate. Grantor shall be liable for the reasonable cost incurred in removing said improvements. **(REMOVE STATEMENT IF COST TO CURE IS NOT WITHIN R/W)**

COMMENTS AND/OR EXCLUSIONS:

PERSONAL PROPERTY NOT ACQUIRED (INCLUDES ITEMS NOT PERMANENTLY ATTACHED):

F. THE DOCUMENTS NEEDED

Following is a summary of the documents requiring signature (indicated by "X"):

- Purchase Agreement** (this document shows the terms of the transaction, and the attached Exhibit "A" provides the exact legal description)
- Warranty/Special Warranty/Quitclaim Deed** (to be notarized)
- Extended Occupancy Agreement
- Right of Way Contract (to be notarized)
- Temporary Construction Easement
- Summary Statement of Offer to Purchase and Improvement Report** (see below)
- Manufactured Home**
- Easement** (to be notarized)
- Arizona Substitute W-9 Form**

G. SECURITY DEPOSIT INFORMATION AND ACKNOWLEDGMENT

ADOT shall withhold \$_____ in escrow, as a security deposit, in accordance with the terms of the Purchase Agreement.

Project:_____ Section:_____ Parcel:_____

FINAL RFP

H. SUBSURFACE IMPROVEMENT STATEMENT

1. I am am not aware of the presence of any subsurface improvements (e.g., septic systems, storm cellars, ground wells) within the area of ADOT's acquisition.*
2. Well(s) Yes No Well Registration No(s): 55-_____
3. Irrigation Water Rights Yes No **IGR Number:** 58-_____
4. Well is located within the acquisition area, outside the acquisition area.
(NOTE: If you answered yes regarding water rights, please provide a copy of the appropriate certificate if available)

*If aware of such improvements, please provide any information that may assist in locating same.

GRANTOR

_____ Date _____

_____ Date _____

08/1/12

Project: _____ Section: _____ Parcel: _____

DEMOLITION AUTHORIZATION

DATE: _____ DEMO #: _____

PARCEL(S)#: _____

JOB LOCATION: _____

LIST OF STRUCTURES: _____

PERMITS: ___ DEMO ___ DUST

NESHAP NOTIFICATION FILED: _____

UTILITIES SHUT OFF: ___ ELECTRIC ___ GAS ___ WATER ___ PHONE ___ CABLE

ABATEMENT COMPLETED BY (COMPANY/OVERSIGHT):

DATE ABATEMENT COMPLETED: _____

IDENTIFY HAZARDOUS MATERIALS: _____

UNDERSTAND ENTIRE SCOPE OF WORK: _____

ALL PARTIES RECEIVED DEMO SPECS: _____

POTENTIAL: UNDERGROUND STORAGE TANKS ___ SEPTIC SYSTEM ___

SPECIAL CONDITIONS OR CAUTIONS: _____

REMARKS: _____

SIGNATURES

DEMOLITION CONTRACTOR/SUPER/MGR

DEMOLITION ONSITE EQUIP OPER

ADOT DEMOLITION REPRESENTATIVE

(THIS CHECKLIST SHALL SERVE AS THE FINAL AUTHORIZATION FOR THE DEMO COMPANY TO COMMENCE WORK ON PROPERTY)



Arizona Department of Transportation

Intermodal Transportation Division

206 South Seventeenth Avenue Phoenix, Arizona 85007-3213

RE: Project #: _____

I certify that I have received the following documents from the Arizona Department of Transportation:

1. State of Arizona Asbestos Contract Directory
2. Asbestos NESHAP Regulations
3. NESHAP Notification for Renovation and Demolition Activities, Arizona Department of Transportation Facilities
4. ADOT Erosion and Pollution Control Manual

_____	_____	_____
SIGNATURE	PRINTED NAME	DATE

FIRM'S NAME		

STREET ADDRESS		
_____		() _____
CITY STATE ZIP CODE		TELEPHONE