

ACQUISITION SERVICES, PLLC
1220 WOODWARD AVE.
ATHENS, TN 37303

3/27/18

Ms. Valerie Hale, City Clerk
392 N. Main St.
Crossville, TN 38555

VIA: e-mail: VALERIE.HALE@CROSSVILLETN.GOV

RE: Contract Revision for Professional Acquisition Services for Northwest Connector Sections II & III.

Scope of Work: This revision covers the additional scope of work required for this project. It is a revision that supersedes the existing engagement letter, signed and dated 4/25/16 and all previous engagements/contracts.

Included Services

- **Negotiations for Real Property for both TDOT and City of Crossville**
 - Meet with and Act as liaison between property owners and agency
 - Provide the documentation required to each owner including written offer of just compensation and a summary of what is being acquired
 - Aid with the documentation required to meet TDOT, City and URA guidelines in terms of dealing with each property owner.

Excluded Services

- **Engineering related services, including surveys and legal descriptions**
- **Title, Title search, closings, deed preparation**
- **Appraisals and or Appraisal reviews**
- **Recording fees and taxes**

Assignment Conditions:

- Surveys and deed descriptions may be required.
- This assignment includes the negotiations only for both the TDOT road expansion that will be purchased in the name of TDOT and also for the associated utility easements that will be purchased in the name of the City of Crossville.
- The tract fee does not guarantee signature(s), but rather an agreement for services that we will make all reasonable attempts to obtain voluntary signatures. In some cases it may be necessary to turn in tracts for condemnation proceedings, which are outside the scope of this engagement, but can be negotiated at a later time if necessary.

The signed engagement on 4/25/16 was for \$118,800.00 with an agreement of \$2,200 for any added tracts. Due to the timing of the revision changes, 12 tracts will require negotiations to be revisited again. This equates to an additional fee of \$26,400 for a total fee of \$145,200. The fee includes the cost of expenses and travel that may be incurred for this assignment.

Payments are due promptly as follows:

- \$7,750 due at signing (already paid) at original acceptance
- \$1,950 per tract when options or purchase agreements are signed or turned over to the agency for condemnation/failed negotiations.
- Any Remaining balance of the \$145,200 due at the close of all negotiations.

Upon agreement with these engagement revisions, please sign and initial each page and return. If you have any questions or concerns, please give us a call.

Sincerely,



Scott Leamon, President
ACQUISITION SERVICES, PLLC
jsleamon@comcast.net
423-745-6776
423-506-7321 cell
423-744-8712 fax

ENGAGEMENT LETTER ACCEPTED:

_____/_____
(Client signature) date

(print name)/position