|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| To: |  |  | Date | |  | | | | | | | | |
|  |  |  | Dist |  | | Co | |  | | Rte |  | P/M (K/P) |  |
| Attention: |  |  | EA/Project ID | | | |  | | | | | | |
|  |  |  | Project Description | | | | | |  | | | | |
|  |  |  |  | | | | | |  | | | | |
| Subject: | Right of Way Data |  | Alternate No. | | | |  | | | | | | |
|  | | | | | | | | | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| This Alternate meets the criteria for a Design/Build project: | Yes | No |  |

| **1.** | **Right of Way Cost Estimate:**  To be entered into PMCS COST RW1‑5 Screens. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | |  | | **Current Value**  **Future Use** | | | | |  | | | **Escalation**  **Rate** | | | |  |  | | **Escalated**  **Value** | | | | |  |
| **A.** | Total Acquisition Cost | | | | | | | | |  | |  | | | | |  | | |  | | | |  | $ | |  | | | | |  |
|  | Acquisition, including Excess Lands, Damages, and Goodwill. | | | | | | | | | $ | |  | | | | |  | | |  | | | | % | $ | |  | | | | |  |
|  | Project Permit Fees. | | | | | | | | |  | |  | | | | |  | | |  | | | |  | $ | |  | | | | |  |
| **B.** | **Utility Relocation** (State Share) | | | | | | | | | $ | |  | | | | |  | | |  | | | | % | $ | |  | | | | |  |
| **C.** | Relocation Assistance | | | | | | | | | $ | |  | | | | |  | | |  | | | | % | $ | |  | | | | |  |
| **D.** | Clearance/Demolition | | | | | | | | | $ | |  | | | | |  | | |  | | | | % | $ | |  | | | | |  |
| **E.** | Title and Escrow | | | | | | | | | $ | |  | | | | |  | | |  | | | | % | $ | |  | | | | |  |
| **F.** | Total Estimated Cost | | | | | | | | | $ | |  | | | | |  | | |  | | | |  | $ | |  | | | | |  |
| **G.** | Construction Contract Work | | | | | | | | | $ | |  | | | | |  | | | *(These are construction costs that are* | | | | | | | | | | | | |
|  |  | | | | | | | | |  | |  | | | | |  | | | *to be included in the projects PS&E.)* | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.** | Current Date of Right of Way Certification | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **3.** | **Parcel Data:** To be entered into PMCS EVNT RW Screen. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | **Type** | | |  | | **Dual/Appr** | | | | | **Utilities** | | | | | | | |  | | | | **RR Involvements** | | | | | | | | | |
|  | X |  | |  | |  | | |  | | U4‑1 | | | | |  | | |  | | | | None | | | | | | |  | | |
|  | A |  | |  | |  | | |  | | ‑2 | | | | |  | | |  | | | | C&M Agrmt | | | | | | |  | | |
|  | B |  | |  | |  | | |  | | ‑3 | | | | |  | | |  | | | | Service Contract | | | | | | |  | | |
|  | C |  | |  | |  | | |  | | ‑4 | | | | |  | | |  | | | | Design | | | | |  | | |  | |
|  | D |  | |  | |  | | |  | | U5‑7 | | | | |  | | |  | | | | Const. | | | | |  | | |  | |
|  |  |  | |  | |  | | |  | | ‑8 | | | | |  | | |  | | | | Lic/RE/Clauses | | | | | | |  | | |
|  |  |  | |  | |  | | |  | | ‑9 | | | | |  | | |  | | | |  | | | | | | |  | | |
|  |  |  | |  | |  | | |  | |  | | | | |  | | |  | | | | **Misc. R/W Work** | | | | | | |  | | |
|  | **Total** | |  | | |  | | |  | |  | | | | |  | | |  | | | | RAP Displ | | | | | | |  | | |
|  |  |  | |  | |  | | |  | |  | | | | |  | | |  | | | | Clear/Demo | | | | | | |  | | |
|  |  |  | |  | |  | | |  | |  | | | | |  | | |  | | | | Const Permits | | | | | | |  | | |
|  |  |  | |  | |  | | |  | |  | | | | |  | | |  | | | | Condemnation | | | | | | |  | | |
|  | Areas: R/W | | | |  | | | No. Excess Parcels | | | | | | |  | | |  | | | | | Excess | | |  | | |  | | | |
|  | Entered PMCS Screens | | | | | | \_\_\_/ \_\_\_/ \_\_\_ | | | | | by | |  | | | | | | |  | | | | | | | | | | | |
|  | Entered AGRE Screen (Railroad data only) | | | | | | | | | | | | | \_\_\_/ \_\_\_/ \_\_\_ | | | | | | | by |  | | | | |  | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.** | **Are there any major items of Construction Contract Work?** | | |
|  | Yes | No | (If “Yes,” explain.) |

|  |  |
| --- | --- |
| **5.** | **Provide a general description of the right of way and excess lands required (zoning, use, major improvements, critical or sensitive parcels, etc.).** |
|  | No right of way required. |

|  |  |  |  |
| --- | --- | --- | --- |
| **6.** | **Any assumptions and/or limiting conditions used?** | | |
|  | Yes | No | (If “Yes,” explain.) |

|  |  |  |  |
| --- | --- | --- | --- |
| **7.** | **Are utility facilities or rights of way affected?** | | |
|  | Yes | No | (If “Yes,” attach Utility Information Sheet, Exhibit 4‑EX‑5.) |
|  |  | | |
|  | The following checked items may seriously impact lead time for utility relocation: | | |
|  | Longitudinal policy conflict(s) | | |
|  | Environmental concerns impacting acquisition of potential easements | | |
|  | Power lines operating in excess of 50 KV and substations | | |
|  | (See attached Exhibit 4‑EX‑5 for explanation.) | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **8.** | **Are Railroad facilities or rights of way affected?** | | |
|  | Yes | No | (If “Yes,” attach Railroad Information Sheet, Exhibit 4‑EX‑6.) |

|  |  |  |  |
| --- | --- | --- | --- |
| **9.** | **Were any previously unidentified sites with hazardous waste and/or material found?** | | |
|  | Yes | None Evident | (If “Yes,” attach memorandum per R/W Manual, Chapter 4, Section 4.01.11.00.) |

|  |  |
| --- | --- |
| **10.** | **Are State or Federal rights of way affected?** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | (If “Yes,” provide the following information.) |

Agencies Involved:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Army Corps of Engineers |  | GSA |  | US Postal Service |
|  | BIA |  | National Parks |  | Veterans Administration |
|  | BLM |  | US Fish & Wildlife |  | Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Dept. of Parks & Recreation |  | US Forest Service |  | Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Rights/Permissions Required:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Cooperative Work Agreement |  | Letter of Concurrence |  | Special Use Permit |
|  | Cost Recovery |  | Letter of Consent |  | Timber Sale |
|  | Courtesy Letter |  | Mineral Agreement |  | Transfer of Jurisdiction |
|  | Easement |  | Right of Entry |  | Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Highway Easement |  | Right of Way Grant |  | Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| **11.** | **Are RAP displacements required?** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | (If “Yes,” provide the following information.) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | No. of single family |  |  | No. of business/nonprofit |  |
|  |  |  |  |  |  |
|  | No. of multi‑family |  |  | No. of farms |  |

Based on Draft/Final Relocation Impact Statement/Study dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, it is anticipated that sufficient replacement housing (will/will not) be available without Last Resort Housing.

|  |  |  |  |
| --- | --- | --- | --- |
| **12.** | **Are there any outdoor advertising signs impacted?** | | |
|  | Yes | No | (If “Yes,” explain.) |

|  |  |  |  |
| --- | --- | --- | --- |
| **13.** | **Are Material Borrow and/or Disposal Sites required?** | | |
|  | Yes | No | (If “Yes,” explain.) |

|  |  |  |  |
| --- | --- | --- | --- |
| **14.** | **Are there potential relinquishments and/or abandonments?** | | |
|  | Yes | No | (If “Yes,” explain.) |

|  |  |  |  |
| --- | --- | --- | --- |
| **15.** | **Are there any existing and/or potential airspace sites?** | | |
|  | Yes | No | (If “Yes,” explain.) |

|  |  |
| --- | --- |
| **16.** | **Indicate the anticipated Right of Way schedule and lead time requirements.** |
|  | (Discuss if district proposes less than PMCS lead time and/or if significant pressures for project advancement are anticipated.) |

Based on the R/W requirements on Page 1 of this Data Sheet, R/W will require a lead time of \_\_\_\_\_\_\_\_\_\_ months from the date regular appraisals can begin to project certification.

In any event, RW Maps will require \_\_\_\_\_\_\_\_\_\_ months from Final Maps to project certification.

|  |  |  |  |
| --- | --- | --- | --- |
| **17.** | **Is it anticipated that Caltrans staff will perform all Right of Way work?** | | |
|  | Yes | No | (If “No,” discuss.) |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Evaluation Prepared By: |  |  | |  | |  |  |
|  |  |  | |  | |  |  |
| Right of Way: | Name |  | |  | | Date |  |
|  |  |  | |  | |  |  |
| Railroad: | Name |  | |  | | Date |  |
|  |  |  | |  | |  |  |
| Utilities: | Name |  | |  | | Date |  |
|  |  |  | |  | |  |  |
| State/Federal Lands: | Name |  | |  | | Date |  |
|  |  |  | |  | |  |  |
|  | | | | | | | |
|  | | | | | | | |
|  | | | Recommended for Approval: | |  | | |
|  | | |  | |  | | |
|  | | |  | |  | | |
|  | | |  | |  | | |
|  | | | Senior Right of Way Agent | |  | | |
|  | | | | | | | |
| I have personally reviewed this Right of Way Data Sheet and all supporting information. I certify that the probable Highest and Best Use, estimated values, escalation rates, and assumptions are reasonable and proper subject to the limiting conditions set forth, and I find this Data Sheet complete and current. | | | | | | | |
|  | | | | | | | |
|  | | |  | |  | | |
|  | | |  | |  | | |
|  | | | District Division Chief/Regional Manager | |  | | |
|  | | | Right of Way | |  | | |
|  | | |  | |  | | |
|  | | |  | |  | | |
|  | | |  | |  | | |
|  | | | Date | |  | | |

# INSTRUCTIONS FOR COMPLETING THE RIGHT OF WAY DATA SHEET

To provide complete and consistent data for input into Right of Way’s portion of PMCS, the Right of Way Data Sheet and Right of Way Estimate Worksheet will be used.

The Right of Way Data Sheet has been designed to accomplish dual purposes: 1) function as an estimating form that is incorporated into the Project Report/Environmental Document as appropriate, and 2) provide essential data for PMCS by entry of Right of Way workload and cost estimates on the EVNT RW, COST RW1, and other PMCS screens for which Right of Way is responsible.

Data required to complete Item 1 on the Right of Way Data Sheet is obtained from the totals of various columns on the Right of Way Estimate Worksheet.

All sections of the Right of Way Data Sheet must be completed. If a section is not applicable, it should be so indicated.

The following instructions relate to completion of Right of Way Data Sheet Items 1, 2, and 3. The balance of the Right of Way Data Sheet is self‑explanatory.

|  |  |
| --- | --- |
| ***Section 1.A. -*** | The first *Escalated Value* is the total Acquisition cost for the project alternative. It includes acquisition, including excess lands, damages, goodwill, and project permit fees. |
|  | *Total Acquisition Cost - Current Value Future Use* is the grand total of Column 4 on the Right of Way Estimate Worksheet plus contingency costs.  *Total Acquisition Cost - Escalation Rate* is the escalation rate for Acquisition activities.  *Total Acquisition Cost - Escalated Value* is the *Total Acquisition Cost - Current Value Future Use* escalated to the year of Right of Way Certification using *Total Acquisition Cost - Escalation Rate*. |
|  |  |
|  | *Project Permit Fees – Escalated Value* is the grand total of Column 15 on the Right of Way Estimate Worksheet. |
|  |  |
| ***Section 1.B. -*** | *Utility Relocation – Current Value Future Use* is obtained from the Utility Information Sheet provided by the Utility Estimator plus contingency costs.  *Utility Relocation – Escalation Rate* is the escalation rate provided by the Utility Estimator.  *Utility Relocation – Escalated Value* is the *Utility Relocation – Current Value Future Use* escalated to the year of Right of Way Certification using *Utility Relocation – Escalation Rate*. |
|  |  |
| ***Section 1.C. -*** | *Relocation Assistance – Current Value Future Use* is the total of Column 5 on the Right of Way Estimate Worksheet plus contingency costs.  *Relocation Assistance – Escalation Rate* is the Relocation Assistance escalation rate.  *Relocation Assistance – Escalated Value* is the *Relocation Assistance – Escalation Rate* escalated to the year of Right of Way Certification using *Relocation Assistance – Escalation Rate*. |
|  |  |
| ***Section 1.D. -*** | *Clearance/Demolition – Current Value Future Use* is the total of Column 6 on the Right of Way Estimate Worksheet plus contingency costs.  *Clearance/Demolition – Escalation Rate* is the Clearance/Demolition escalation rate.  *Clearance/Demolition – Escalated Value* is *Clearance/Demolition – Current Value Future Use* escalated to the year of Right of Way Certification using *Clearance/Demolition – Escalation Rate.* |
|  |  |

|  |  |
| --- | --- |
| ***Section 1.E. -*** | *Title and Escrow – Current Value Future Use* is the total of Column 11 on the Right of Way Estimate Worksheet.  *Title and Escrow – Escalation Rate* is the Title and Escrow escalation rate.  *Title and Escrow – Escalated Value* is the *Title and Escrow – Current Value Future Use* escalated to the year of Right of Way Certification using *Title and Escrow – Escalation Rate.* |
|  |  |
| ***Section 1.F. -*** | *Total Estimated Cost* *– Current Value Future Use* is the total of the Current Value column of the Right of Way Data Sheet.  *Total Estimated Cost* *– Escalated Value* is the total of the Escalated Value column of the Right of Way Data Sheet, excluding *Total Acquisition Cost - Escalated Value* and *Project Permit Fees – Escalated Value*. |
|  |  |
| ***Section 1.G. -*** | *Construction Contract Work* *– Current Value Future Use* is the total of Column 10 on the Right of Way Estimate Worksheet. The total estimate for Construction Contract Work is to be reported to Project Development and the Project Manager to ensure inclusion in the projects PS&E. |
|  |  |
| ***Section 2 -*** | The anticipated Right of Way Certification date. |
|  |  |
| ***Section 3 -*** | *Type -* Each parcel is “typed” in Column 1 of the Right of Way Estimate Worksheet (see Exhibit 4‑EX‑3 for definitions of each type). The total of each type is inserted on the appropriate line. |
|  | *Total -* Total of all parcels in the estimate. Total should equal the sum of Items X through D in the “Type” Column. Do not include a double count for dual appraisal parcels. |
|  | *Dual/Appr -* Indicates the number of parcels per type that will require a dual appraisal. Refer to Right of Way Manual, Chapter 7, Section 7.01.07.00, for a definition of parcels requiring a dual appraisal. |
|  | *Utilities -* Utilities workload involvement obtained from the Utility Information Sheet is provided by the Utility Estimator. Refer to Right of Way Manual, Chapter 13, Exhibit 13‑EX‑6, for definitions of the various utility workload involvements. |
|  | *RR Involvements -* Railroad workload involvements obtained from the Railroad Information Sheet provided by the Railroad Coordinator. Enter railroad data in both EVNT RW and AGRE Screens. Note:  Service Contracts are entered into for both Design and Construction services. Enter the number of each in the appropriate location; the total of both is entered on the “Service Contract” line on the Data Sheet. |
|  | *Misc. R/W Work – RAP Displ -* Total RAP displacements. Amount is total of Column 7 on the Right of Way Estimate Worksheet. |
|  | *Misc. R/W Work – Clear/Demo -* Clearance/Demolition units. Amount is the total of Column 8 on the Right of Way Estimate Worksheet. |
|  | *Misc. R/W Work – Const Permits -* Construction Permits include material and disposal sites. Number is the total of Column 9 on the Right of Way Estimate Worksheet. |
|  | *Misc. R/W Work – Condemnation -* Condemnation Suits. Total number of condemnation suits anticipated in conjunction with the project based on district experience. |
|  |  |