

# MEMORANDUM

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March 29, 2011

TO: Board of Mayor and Aldermen

FROM: Eric S. Stuckey, City Administrator  
Ben Worley Right of Way Agent/Project Manager  
Eric J. Gardner, P.E., Director of Engineering  
David Parker, P.E., City Engineer

SUBJECT: Consideration of Professional Services Agreement with B. G. Jones and Associates for Appraisal Services for the Hillsboro Road Improvements Project, SR-96 West to Claude Yates Drive (COF Contract 2011-0058).

## **Purpose**

The purpose of this memorandum is to provide the Board of Mayor and Aldermen (BOMA) with information to consider a Professional Services Agreement (PSA) with B. G. Jones and Associates for appraisal services for the Hillsboro Road Improvements Project.

## **Background**

Staff has determined that it will be necessary to use two appraisers on the Hillsboro Road Improvements Project in order to expedite the appraisal process for this very important project. Staff requested B. G. Jones and Associates provide an estimated cost to conduct appraisals for 22 properties along Hillsboro Road. Primarily these properties are located in the residential area between Del Rio Pike and Claude Yates Drive. All appraisals will be in compliance with the Uniform Act, TDOT and Federal Highway Administration requirements and the appraisers were selected from TDOT's certified appraisers' list.

## **Financial Impact**

The appraisals for these 22 properties are estimated to cost \$53,000.

## **Recommendation**

Staff recommends approval of the Professional Services Agreement with B. G. Jones and Associates.