

CONTRACT FOR SERVICES
BETWEEN
VILLAGE OF ALLOUEZ
AND MOSS & ASSOCIATES LLC

Moss & Associates LLC will provide project management, negotiation and relocation services, through acquisition and or condemnation.

Negotiation Services

- Moss & Associates LLC will provide all aspects of property acquisition:

Offer Price letter, copy of appraisals and description of taking and obtain purchase agreement if desirable.

Negotiation files complete with Title Search, copy of appraisal, negotiation diary, mortgage releases, lien releases, tax proration, closing statement, copies of Conveyances and statements to construction engineer.

Obtain mortgage and lien releases when necessary.

Submit necessary deeds and releases to the register of deeds for recording.

Provide necessary documentation to the designated Village of Allouez when an administrative settlement is recommended by the negotiator to preclude condemnation.

Voucher all payment requests to Village of Allouez Highway Department for payment of the acquisition.

Provide all necessary forms to proceed with condemnation if necessary, i.e.

Jurisdictional Offer and Award of Damages.

Project Management Services

- Moss & Associates LLC will conduct all activities within the guidelines of Wis. Stats. Chapter 32 and Wis. Administrative Code Chapter 202, and the WisDOT Manual for Right of Way Acquisition
- Invoice Village of Allouez monthly for work processed.
- Process offering price reports to the Village for approval.
- Audit, approve and voucher payments for completed appraisal fees.
- Review and voucher invoices for property owner appraisals as provided in Wis. Stats. 32.05(2)(b).
- Provide periodic status reports
- Provide pre-trial consultation regarding condemnation proceedings
- Attend any meeting or conference required by the Village of Allouez
- Provide consultation as necessary

Village of Allouez will provide:

- Any information necessary from the Assessor for the appraiser or negotiator to perform their functions.
- Any necessary R/W plats, construction plans, profiles and cross sections as required.
- All engineering survey services and descriptions for property acquisition.
- Arrange and conduct all asbestos contamination inspections, remediation and property demolition.
- Pay for any Title Searches or updates to Title Searches.
- Pay for all approved purchases of right of way.
- Pay for all recording fees.
- Pay for approved appraisal fees.

Moss & Associates LLC will provide the services as outlined above, provided in the attached Proposal for Services.

MOSS & ASSOCIATES LLC

VILLAGE OF ALLOUEZ

Owner

Village President



11/14/2022

Randy Moss, Owner

Date

James F. Rafter

Date

Real Estate Acquisition Proposal
Village of Allouez
Libal St. Reconstruction
Project ID 4517-06-00

NEGOTIATION:

Acquisition of Nominal Parcels	\$600/parcel
Acquisition of parcels requiring fee or appraisal	\$750/parcel
Nominal Payment Parcel Report (Required by WisDOT)	\$4,500
Certification of Right of Way (Required by WisDOT)	\$4,500

Moss & Associates will meet with owners, deliver offers, mail documents to Register of Deeds for recording, prepare Jurisdictional Offers, if necessary, prepare Award of Damages, if necessary, request Partial Releases of Mortgage for fee parcels and PLE's.

Village of Allouez will be responsible for providing right of way plats and construction plans, documents and legal descriptions, title searches, pay for recording documents, and making payments to owners.

APPRAISALS:

Appraisals: Short Form	\$2,000/appraisal (If necessary)
Standard Abbreviated Appraisals	\$2,750/appraisal (if necessary)
Sales Study	\$7,500
Pre-trial prep:	\$150.00 per hour (If necessary)
Court Testimony:	\$150.00 per hour (If necessary)

Steiro Appraisal Services , Inc. will prepare sales study, appraisals, and prepare for and testify in the event of a court case.

Real Estate Acquisition Proposal
Village of Allouez
Libal St. Reconstruction
Project ID 4517-06-00

NEGOTIATION: (Estimate based on current r/w plat, subject to change)

Acquisition of TLEs	\$36,600
Acquisition of Fee parcels	\$21,750
Utilities (5)	\$2,250
Nominal Payment Parcel Report (Required by WisDOT)	\$4,500
Certification of Right of Way (Required by WisDOT)	<u>\$4,500</u>
	\$69,600

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(10% of parcels is a reasonable estimate of appraisals for project. \$2,000 x 9 = \$18,000)	

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