**CITY OF CEDAR RAPIDS**

**ACQUISITION WORK REQUEST**

**Project Name:**       **Agent:**

**Project Number:**       **RUT Eligible:**

**Bid** **Date:**       **Start Date:**       **Completion Date:**

**Date of Request:**       **Date Required:**

**Project Manager:**       **Condemnation Date:**

**Project Description** (for Council Cover Sheet)**:**

**EnvisionCR Element/Goal:** (Click here to select)

**Type of Acquisition Work (checkmark required types, enter number of parcels expected):**

[ ]  Fee Title:

[ ]  Permanent Easement:       [ ]  Temporary Easement:       Duration:

[ ]  Sanitary Sewer Easement:       [ ]  Drainage Easement:

[ ]  Water Main Easement:       [ ]  Right of Entry:

 **Type of Parcels (checkmark required types, enter number of parcels expected):**

[ ]  Residential:       [ ]  Commercial:

[ ]  Agricultural:

Additional Info:

**Relocation:**

[ ]  Yes [ ]  No

 [ ]  Residential [ ]  Business [ ]  Sign [ ]  Parking Lot Light(s) [ ]  Other

Specify structure(s) to be relocated, and their location(s):

Additional Info:

**Assessments:**

[ ]  Yes [ ]  No

 [ ]  Roadway [ ]  Sidewalk [ ]  Orangeburg [ ]  Other

Additional Info:

**Iowa DOT Federal Aid Project:**

[ ]  Yes [ ]  No

Environmental Concurrence received on:

Federal Grant Authorization to proceed with acquisition: [ ]  Yes [ ]  No

Authorization to proceed with acquisition received on:

Copy of grant attached: [ ]  Yes [ ]  No

Iowa DOT Final Plans and PDC Date:       (2 months prior to letting date)

Final PDC Date to Clear Condemnations:       (2 weeks prior to letting date)

Iowa DOT Letting Date:

**Attachments**:

[ ]  Plans [ ]  Plats [ ]  Easement Exhibits

[ ]  Property Impact Details (PIDs)

[ ]  Public Meeting Sign in Sheet [ ]  Project Comment Form

[ ]  Property Owner Survey Form [ ]  Mailing List for the Project

[ ]  Preliminary Assessment Schedule

[ ]  Other:

**Funding Source:**

[ ]  Paving for Progress [ ]  GRI [ ]  N/A [ ]  ADA

[ ]  Iowa DOT [ ]  Federal Aid [ ]  CIP

**Additional Information:**