

### Real Estate Acquisition Process Timeline

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
<b>Acquisition process through escrow, including settlement process / mediation - total duration of 12 -14 months</b>																		
Title work & create file	1 mo.																	
Phase I ESA		3 months			Phase II, if needed, may require additional 2 to 6 months prior to completion of appraisal													
Appraisal / Waiver Valuation if simplistic and < \$10,000		3-4 months																
Appraisal review and certification					30 days													
FTA review and concurrence of appraisal and review > \$500,000						30 - 60 days												
Offer - just compensation							30 days											
Negotiation / Settlement (see below)								30 - 60 days										
FTA approval required for settlement (signed by Law) in excess of \$50,000									30 - 60 days									
Purchase agreement										30 days								
Close escrow												30 days						
<b>If necessary to file condemnation - duration of 4 months</b>																		
Prepare /send file to Law with FTA concurrence for appraisal > \$500,000								2 - 3 months										
OIP										1 - 2 months								
<b>Relocation and right of way clearing activities, including testing and abatement</b>																		
Clear ROW / Demolition												4 - 7 months						
Relocation (occupant - min. 90 day's advance notice)										3 - 12 months								

**NOTES ON SETTLEMENT:**

Claims Committee or mediation should be considered if an agreement is not reached and timing permits (based on schedule) prior to filing condemnation

**Claims Committee** through City of Phoenix Law Department is authorized to approve settlement amounts up to \$25,000

**Mediation** - American Arbitration Association, City Council Resolution 19813, available for items not settled through Claims Committee if approved by acquisition ordinance

- \* Settlements reached through mediation may require Claims Committee and City Council Approval
- \* Settlements exceeding \$50,000 require FTA approval; threshold may be increased, approved on project basis
- \* Settlements in excess of \$25,000 require Phoenix City Council approval through Executive Session
- \* Settlements exceeding \$8,600 require City Council approval through a payment ordinance

**NOTES ON CONDEMNATION:**

\* Condemnation may be considered if agreement not reached within 30-days after offer and schedule does not permit time for continued negotiations

**OIP** - Order of Immediate Possession provides legal right to enter property upon judge granting OIP and posting of bond; bond should be posted at filing

**\*\*All FTA threshold limits may be increased for project with FTA concurrence**