**EXHIBIT G**

COLORADO DEPARTMENT OF TRANSPORATION

CHECKLIST FOR ACQUISITION

 Project Code:

 Parcel #:

 Project #:

 Real Estate Specialist:

Acquisition by: [ ]  State [ ]  Local Public Agency [ ]  Consultant

Taking: [ ]  Total [ ]  Partial

Type of Acquisition: [ ]  Improved [ ]  Residential [ ]  Commercial [ ]  Industrial [ ]  Agriculture [ ]  Other

Acquisition type: [ ]  Negotiated [ ]  Region Administrative Settlement [ ] Legal Administrative Settlement [ ]  Administrative Settlement [ ]  Court Award [ ] Donation

Date Negotiations Initiated:

Offer made: [ ]  in person [ ]  mail

Fair Market Value: $

Final Acquisition Costs: $

Settlement Date:

Final Acquisition Payment Date:

[ ]  Owner [ ]  Tenant Name:

Subject Address:

Evaluation Items: Date

A. Donation was properly administered [ ] Yes [ ] No

B. Every reasonable effort to negotiate was made [ ] Yes [ ] No

C. Just compensation established prior to negotiations [ ] Yes [ ] No

D. Prompt offer of just compensation [ ] Yes [ ] No

E. Written offer [ ] Yes [ ] No

F. Summary statement, property and damages separated & provided [ ] Yes [ ] No

G. Summary statement, interest acquired is identified [ ] Yes [ ] No

H. Full payment available or made prior to possession [ ] Yes [ ] No

I. Coercive actions avoided [ ] Yes [ ] No

J. Offer to acquire uneconomic remnant [ ] Yes [ ] No

K. Tenant-Owner Improvements properly handled [ ] Yes [ ] No

L. Adequate record of negotiations [ ] Yes [ ] No

M. Revised offer handled appropriately [ ] yes [ ] No

N. Administrative settlements are properly supported [ ] Yes [ ] No

O. Settlements approved by appropriate personnel [ ] yes [ ] No

P. Ineligible items excluded from settlement or award [ ] yes [ ] No

Q. Agent log signed by agent who negotiated with owner [ ] Yes [ ] No

R. Other (specify):

Acquisition conducted with evidence of discrimination [ ] Yes [ ] No

If yes explain:

General comments on overall handling of this acquisition:

Reviewed by:       Date: