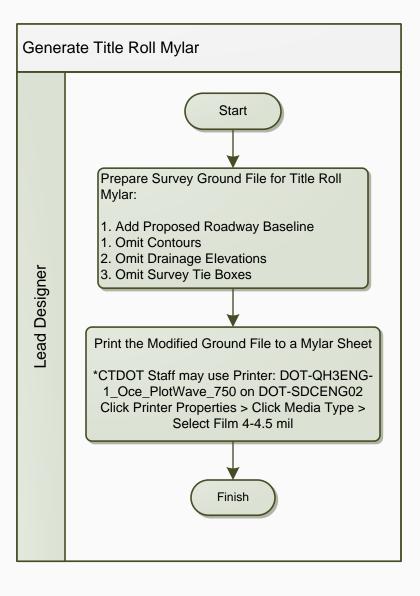


Problem: Additional ROW is required to deliver a project.

Solution: Coordinate with the Office of ROW to facilitate the procurement of land.

Deliverables: Preliminary Project Design/Area of Impact Plans, Schedule of Property Owners, Title Roll Mylar, ROW Cost Estimate, Updated CAD File.

Design ROW Meeting Process Map Start Initiating the Meeting Have Design ROW Meeting Use MS Outlook to Schedule a Meeting. Extend Meeting Design ROW Meeting Minutes Template is Finish Invitation to: available for your use. 1. ROW Supervising Property Agent Lead Designer 2. Central Surveys Principal Engineer & Central Surveys Agenda: Property Map Supervisor or the Consultant Licensed 1. Present Existing Site Conditions & Proposed Surveyor (LS). Design Plans. Save Meeting 3. Other Relevant Participants 2. Present & if Needed Update the Schedule of Summary to the 170_ROW Folder Property Owners. Attachments to the Meeting Invitation: 3. If Possible Discuss Schedule for Task 1. Meeting Agenda Template is available for your use. Deliverables: 2. PDF of the Proposed Design/AOI A. ROW Cost Estimate: Office of ROW 3. Schedule of Property Owners B. Perform Title Search & Revise Title Roll: Office of ROW Bring to Meeting: C. Update CAD File & Notify Lead 1. Title Roll Mylar Designer: Surveys/Consultant LS 2. Design Plans ROW Supervising Property Agent Provide Task Completion Forward the Meeting Schedule for: Invitation to the 1. ROW Cost Estimate Project's Assigned 2. Title Search & Revised **ROW Coordinator** Title Roll Consultant LS **Provide Task Completion** Schedule for: 1. Ground File Update



Who Contributed to this Process Map

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