

## EXHIBIT A

rev 4/4/2013

### SCOPE OF RIGHT OF WAY SERVICES

#### I. PROJECT MANAGEMENT AND ADMINISTRATION SERVICES

The consultant shall:

- Comply with DOTD's
  - *Title Research Manual*
  - *Operations Manual*
  - 49 CFR
  - USPAP
  - All other applicable laws and regulations
- Attend project kick-off meeting and other meetings
- Provide project field office if directed by DOTD
- Submit a service plan including an appraisal plan and a request for approval of all individuals who are to provide services on this project
- Submit, to DOTD for approval, resumes of staff not already approved in consultant's bid proposal
- Develop project schedule and provide periodic updates as directed by DOTD
- Provide monthly invoices
- Maintain AARS status
- Train and manage sub-consultants
- Testify on behalf of DOTD in legal proceedings
- Implement and maintain quality assurance and quality control program and practices to ensure compliance with DOTD's policy
- Coordinate with Public Information Office and attend public hearings and meetings as required
- Perform any other tasks and activities necessary to complete project management and administrative services

#### II. TITLE RESEARCH REPORT SERVICES

Title Research Report Services is not part of this contract.

#### III. TITLE RESEARCH REPORT UPDATE SERVICES

Title Research Report Update Services is not part of this contract.

**IV. APPRAISAL SERVICES**

Appraisal Services is not part of this contract.

**V. APPRAISAL REVIEW SERVICES**

Appraisal Review Services is not part of this contract.

**VI. CONSTRUCTION COST SERVICES**

Construction Cost Services is not part of this contract.

**VII. BUSINESS VALUATION SERVICES**

Business Valuation Services is not part of this contract.

**VIII. FORESTER SERVICES**

Forester Services is not part of this contract.

**IX. PETROLEUM ENGINEER SERVICES**

The consultant shall:

- Field review the project
- Examine the title research report to identify the oil and gas mineral leases in force
- Mail property owner notification letter to each property owner
- Mail property owner notification letter to each interest owner
- Schedule a meeting with and meet on site with property owner(s)/interest owner(s) for each parcel
- Document meeting
- Define the petroleum reserves by identifying
  - Type of petroleum
  - Area of the pool
  - Value of the petroleum in the lease unit well (LUW)
  - Establish depletion
  - Establish date of value

- Limiting conditions for each parcel
- Develop an estimate of the quantity of petroleum in the pool and the economics of production into the future
  - Data required
  - Data sources
- Determine approaches to petroleum value
- Determine the values of production equipment involved
  - Pumps, compressors, tanks, piping
- Reconcile and consider payment options to establish compensation
- Sign and date the petroleum valuation report
- Submit the petroleum valuation report with supporting documentation electronically to DOTD
- Make corrections, revisions, and provide information for petroleum engineer services as directed by DOTD
- Perform other tasks and activities necessary to complete the petroleum engineer services

**X. MINERAL SPECIALIST SERVICES**

Mineral Specialist Services is not part of this contract.

**XI. RIGHT OF WAY STAKING SERVICES**

Right of Way Staking Services is not part of this contract.

**XII. ACQUISITION SERVICES**

Acquisition Services is not part of this contract.

**XIII. RELOCATION ASSISTANCE AND ADVISORY SERVICES**

Relocation Assistance and Advisory Services is not part of this contract.

**XIV. EXPROPRIATION SUPPORT SERVICES**

Expropriation Support Services is not part of this contract.

**XV. IMPROVEMENT CONTROL SERVICES**

Improvement Control Services is not part of this contract.

**XVI. ASBESTOS SERVICES**

Asbestos Services is not part of this contract.

**XVII. PROJECT PRODUCTION SUPPORT SERVICES**

Project Production Support Services is not part of this contract.

**XVIII . COST ESTIMATING FOR PLANNING AND BUDGETING SERVICES**

Cost Estimating for Planning and Budgeting Services is not part of this contract.